

ReadyWV Personal Prep Education Toolkit

Provides tools for conducting emergency preparedness workshops, education, and events.

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1. Communications Tip Sheet
2. County Emergency Management Contact List
3. Emergency Kit Content Check List
4. Event Report form*
5. Family Emergency Plan Template
6. How Prep R U Quiz
7. Personal Prep Presentation (PowerPoint slides & notes)
8. Post Workshop Evaluation
9. Workshop Quiz & Answer Key
10. Workshop Sign-in Sheet *

***PLEASE complete and submit these forms to Gina.L.Namay@wv.gov to report your preparedness workshop or outreach information data.**

ReadyWV Complementary Materials: *Items available upon request while supplies last.*

1. **ReadyWV bookmarks** and the **Family Emergency Guide** (28 page booklet)
2. **ReadyWV Yellow Bag with Kit List** and the **ReadyWV Important Document Holder**
Due to limited supply, the bag and document holder should ONLY be distributed:
 - To Participants of emergency preparedness workshops that you conduct **OR**
 - To those who take one *Quick Prep Action*** while visiting your manned table.

** *Quick Prep Action* suggestions:

- **Fill out** (at least in part) a **ReadyWV Family Emergency Plan**
- **Sign up to receive the ReadyWV e-newsletter.** Collect visitors Name & E-mail on a sign in sheet and submit to gina.l.namay@wv.gov, and we will add them to our distribution list.
- **Download the FEMA App**
- **Create ICE (In Case of Emergency) contact in their mobile phone**
- **Sign up to get Local Emergency Alerts**
If the city/county has an opt-in program, let them know what it is and how to sign up.
- **Download their Local Emergency App**
If the city/county has one, let them know what it is and how to download it.
- **Other Quick Prep Action** that you would like them to do on the spot