Community Helping Community

Charter School
Community Resource Inventory

ACMA-CS-03 | Community Implementation Series

Developed by Jane Northrup Glenn
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What if the solution is already among us?

Every member of our school community possesses something of value: a professional skill, a practical ability, a business, a relationship, a lifetime of experience, or simply time. Sometimes the person who can help and the person who needs help already belong to the same community. They simply do not know one another.

This voluntary inventory helps discover resources already within our community, connect people, and strengthen preparedness, response and recovery during unexpected disruptions and disasters. Everyone has something of value.

Before you begin

- Participation is voluntary; completing this inventory does not obligate you to assist.
- You may decline any future request, update your information or withdraw.
- Information will not be published as a public directory and will be managed under approved school privacy procedures.
- Identifying a resource does not authorize emergency deployment.
- Participation or nonparticipation will not affect enrollment, academic standing or access to educational services.
- Complete only applicable sections. Multiple adults in a household may submit separate inventories.

School use: Customize the scope, privacy notice, return instructions and consent procedures before distribution.

01 About you

Full name: _____

School / campus: _____

Email: _____

Telephone: _____

Current or former occupation: _____

Relationship to school

- ☐ Parent
- ☐ Guardian
- ☐ School employee
- ☐ Other: _____
- ☐ Grandparent
- ☐ Adult family member
- ☐ Approved community partner

Preferred contact

- ☐ Email
- ☐ Text message
- ☐ Telephone

Current status (optional)

- ☐ Employed
- ☐ Business owner
- ☐ Student
- ☐ Between employment opportunities
- ☐ Prefer not to answer
- ☐ Self-employed
- ☐ Retired
- ☐ Caregiver or homemaker
- ☐ Other

02 Employment and business resources

Business name or industry (optional): _____

- ☐ Own or operate a business
- ☐ Participate in hiring decisions
- ☐ Know of employment opportunities
- ☐ Interview preparation
- ☐ Internship or apprenticeship opportunities
- ☐ Business development guidance
- ☐ Professional connections
- ☐ Hire employees
- ☐ Recruiting or HR experience
- ☐ Résumé assistance
- ☐ Career guidance
- ☐ Temporary employment
- ☐ Help overcome employment barriers

Please describe relevant resources, experience or limitations:

_____

_____

03 Housing and property resources

- ☐ Own rental property
- ☐ Manage rental property
- ☐ Real estate experience
- ☐ Mortgage or lending experience
- ☐ Property management
- ☐ Affordable housing knowledge
- ☐ Know of rental opportunities
- ☐ Moving or relocation
- ☐ Temporary storage
- ☐ Home repair or maintenance
- ☐ Explore appropriate temporary housing assistance
- ☐ Other housing resources

Please describe relevant resources, experience or limitations:

_____

_____

Listing a resource does not commit you to provide housing or modify rental requirements.

04 Transportation and automotive resources

- ☐ Automotive business
- ☐ Automotive repair
- ☐ Vehicle maintenance
- ☐ Affordable repair referrals
- ☐ Towing or roadside assistance connections
- ☐ Used vehicle evaluation
- ☐ Approved adult transportation
- ☐ Commercial transportation
- ☐ Truck, trailer or moving equipment
- ☐ Logistics or transportation coordination
- ☐ Other transportation resources

Please describe relevant resources, experience or limitations:

_____

_____

Transportation involving minors requires separate approval and safeguards.

05 Education, tutoring and career development

- ☐ Current or former educator
- ☐ Mathematics
- ☐ Science
- ☐ Technology instruction
- ☐ College admissions
- ☐ Career exploration
- ☐ Study skills or organization
- ☐ Other educational resources
- ☐ Tutoring
- ☐ Reading or writing
- ☐ Foreign language
- ☐ Special education
- ☐ Scholarships or financial aid
- ☐ Vocational or technical guidance
- ☐ Approved mentoring

Please describe relevant resources, experience or limitations:

_____

_____

Activities involving students are subject to school screening, supervision and volunteer requirements.

06 Professional services and guidance

- ☐ Attorney or legal professional
- ☐ Accountant or CPA
- ☐ Financial planning
- ☐ Banking or lending
- ☐ Human resources
- ☐ Counseling or mental health
- ☐ Information technology
- ☐ Communications or marketing
- ☐ Project management
- ☐ Other professional experience
- ☐ Mediation or conflict resolution
- ☐ Bookkeeping
- ☐ Budgeting or financial education
- ☐ Insurance
- ☐ Social work
- ☐ Healthcare
- ☐ Cybersecurity
- ☐ Business consulting
- ☐ Emergency management

Please describe relevant resources, experience or limitations:

_____

_____

Professional services may require credential verification, insurance review and separate arrangements. Indicate whether credentials are current, inactive, retired or limited.

07 Skilled trades and practical abilities

- ☐ Carpentry
- ☐ Electrical work
- ☐ Heating and air conditioning
- ☐ Painting
- ☐ General home maintenance
- ☐ Equipment operation
- ☐ Sewing or clothing repair
- ☐ Computer repair
- ☐ Moving or heavy lifting
- ☐ Construction
- ☐ Plumbing
- ☐ Roofing
- ☐ Appliance repair
- ☐ Landscaping or yard work
- ☐ Welding or fabrication
- ☐ Cooking or food preparation
- ☐ Household organization
- ☐ Other practical skills

Please describe relevant resources, experience or limitations:

_____

_____

Include applicable licensing limitations.

08 Family and household support

- ☐ Preparing meals
- ☐ Running errands
- ☐ Yard maintenance
- ☐ Clothing or household goods
- ☐ Administrative or paperwork assistance
- ☐ Qualified childcare referrals
- ☐ Companionship or encouragement
- ☐ Delivering groceries or supplies
- ☐ Household organization
- ☐ Moving assistance
- ☐ Pet care
- ☐ Local community orientation
- ☐ Eldercare referrals
- ☐ Other household assistance

Please describe relevant resources, experience or limitations:

_____

_____

Activities involving children, vulnerable adults or private homes may require additional safeguards.

09 Life experience and mentorship

Identify areas where you might offer general encouragement, practical guidance or referrals.

- ☐ Career transitions
- ☐ Retirement transitions
- ☐ Relocation
- ☐ Navigating educational systems
- ☐ Caregiving
- ☐ Financial organization
- ☐ Rebuilding after life disruption
- ☐ General life skills
- ☐ Starting or operating a business
- ☐ Military-to-civilian transitions
- ☐ Parenting
- ☐ College and career planning
- ☐ Household responsibilities
- ☐ Navigating community resources
- ☐ Disaster recovery
- ☐ Other experience

Please describe relevant resources, experience or limitations:

_____

_____

Do not disclose medical conditions, family disputes, financial hardship, criminal history or other sensitive personal information.

10 Physical resources and equipment

- ☐ Tools
- ☐ Automotive equipment
- ☐ Moving equipment
- ☐ Warehouse space
- ☐ Office or meeting space
- ☐ Educational materials
- ☐ Household goods
- ☐ Outdoor equipment
- ☐ Other physical resources
- ☐ Construction equipment
- ☐ Trucks or trailers
- ☐ Storage space
- ☐ Commercial kitchen access
- ☐ Computers or technology
- ☐ Furniture
- ☐ Clothing
- ☐ Generators or backup power

Please describe relevant resources, experience or limitations:

_____

_____

Do not provide storage locations, access codes, security information or detailed inventories of valuable property. Availability and permission will be confirmed separately.

11 Community relationships and connections

- ☐ Local employers
- ☐ Housing providers
- ☐ Colleges or universities
- ☐ Healthcare organizations
- ☐ Community service organizations
- ☐ Churches or faith-based service organizations
- ☐ Workforce development organizations
- ☐ Emergency management organizations
- ☐ Other relationships
- ☐ Small businesses
- ☐ Educational organizations
- ☐ Trade schools
- ☐ Nonprofit organizations
- ☐ Neighborhood organizations
- ☐ Veterans' organizations
- ☐ Food distribution organizations
- ☐ Disaster relief organizations

Please describe relevant resources, experience or limitations:

_____

_____

Do not provide another person's private contact information without permission.

12 Voluntary financial generosity

Entirely optional. Financial assistance is only one of many ways to contribute.

- ☐ Purchase necessary household supplies
- ☐ Transportation-related assistance
- ☐ Reduced-cost professional service
- ☐ Support an approved assistance initiative
- ☐ Address a specific educational expense
- ☐ Explore direct housing assistance
- ☐ Professional service without charge
- ☐ Prefer not to identify financial resources

Please describe relevant resources, experience or limitations:

_____

_____

Do not disclose income, assets, accounts or amounts. Financial arrangements are considered separately under applicable requirements.

13 Disaster preparedness, response and recovery

A community that knows its resources before a disaster occurs may be better positioned to care for its members during and after a disruption.

A. Training and experience

- ☐ Emergency management
- ☐ Fire service
- ☐ Law enforcement
- ☐ Community Emergency Response Team (CERT)
- ☐ Public health
- ☐ Search and rescue
- ☐ Business continuity planning
- ☐ Infrastructure repair
- ☐ Military service
- ☐ Emergency medical services
- ☐ First aid or CPR
- ☐ Disaster relief volunteering
- ☐ Emergency communications
- ☐ Logistics or supply chain management
- ☐ Occupational safety
- ☐ Other emergency-related experience

Describe relevant experience and credential status:

_____

_____

B. Preparedness resources

- ☐ Preparedness education
- ☐ Business continuity guidance
- ☐ Emergency communications
- ☐ Equipment maintenance
- ☐ Supply coordination
- ☐ Household preparedness planning
- ☐ Insurance preparedness guidance
- ☐ Backup power expertise
- ☐ Food storage or distribution
- ☐ Other preparedness resources

Please describe relevant resources, experience or limitations:

_____

_____

C. Potential response support

Subject to safe conditions and appropriate authorization:

- ☐ Approved community check-ins
- ☐ Food or supply distribution
- ☐ Logistics
- ☐ Communications support
- ☐ Temporary storage
- ☐ Support authorized relief organizations
- ☐ Food preparation
- ☐ Transportation coordination
- ☐ Administrative assistance
- ☐ Equipment availability
- ☐ Pet care
- ☐ Other approved response activities

Please describe relevant resources, experience or limitations:

_____

_____

13 Disaster preparedness, response and recovery (continued)

D. Recovery resources

- ☐ Construction and property repair
- ☐ Vehicle repair
- ☐ Moving and relocation
- ☐ Financial organization
- ☐ Employment opportunities
- ☐ Small business recovery
- ☐ Technology restoration
- ☐ Professional referrals
- ☐ Other recovery capabilities
- ☐ Safe, authorized debris removal
- ☐ Housing referrals
- ☐ Insurance claims guidance
- ☐ Recovery documentation
- ☐ Temporary workforce opportunities
- ☐ Educational continuity
- ☐ Household supplies
- ☐ Long-term community recovery

Please describe relevant resources, experience or limitations:

_____

_____

E. Emergency contact preference

Would you receive inquiries about approved community assistance during or after a disaster?

- ☐ Yes
- ☐ No
- ☐ Possibly, depending on circumstances
- ☐ Recovery only

Identification of resources does not authorize self-deployment, entry into hazardous areas or regulated emergency response. Your safety and that of your household remain priorities. Availability, qualifications and authorization must be confirmed before any activity.

14 Availability and participation preferences

General availability

- ☐ Weekdays
- ☐ Weekends
- ☐ Flexible
- ☐ Specific seasons
- ☐ Availability varies
- ☐ Evenings
- ☐ School hours
- ☐ Occasionally
- ☐ Approved disaster recovery activities

Participation types

- ☐ One-time
- ☐ Short-term
- ☐ Remote or telephone
- ☐ Direct introductions
- ☐ Approved emergency assistance
- ☐ Occasional
- ☐ Ongoing
- ☐ Professional referrals
- ☐ Behind-the-scenes

14 Availability and participation preferences (continued)

Limitations or boundaries you would like us to respect:

_____

_____

Contact preferences

☐ Only for identified resources

☐ Infrequently, when a specific need arises

☐ Other appropriate opportunities

☐ According to stated availability

15 What have we forgotten?

What skill, experience, relationship, resource or ability have we not asked about?

_____

_____

What ideas do you have for strengthening our school community?

_____

_____

What capabilities should our community develop before an emergency occurs?

_____

_____

16 Voluntary participation acknowledgment

☐ Participation is voluntary.

☐ Completing this inventory does not obligate me to assist.

☐ I may decline any request.

☐ Identifying a resource does not guarantee its use.

☐ Additional screening, credential verification or approval may be required.

☐ My information will be managed under approved school privacy procedures.

☐ Identifying emergency resources does not authorize deployment.

☐ I may update or withdraw participation under established procedures.

☐ I authorize designated pilot personnel to contact me about identified resources.

Permission to contact does not authorize disclosure to other participants. Separate consent will be obtained before an introduction involving disclosure.

Participant name: _____

Signature or approved electronic acknowledgment: _____

Date: _____

Thank you

The strength of a community is not determined exclusively by how much money its members possess. It is also determined by the skills they have developed, the experiences they have accumulated, the relationships they have established, and their willingness to use those resources to strengthen one another.

Thank you for helping us discover what already exists within our community.

You have something of value.
You are part of the community.

About this resource

The Community Resource Inventory is part of the ACMA Community Implementation Series developed by Jane Northrup Glenn. Participating schools may adapt the questionnaire to their approved pilot scope, community characteristics, and applicable legal and privacy requirements.

Additional implementation resources: janenorthrupglenn.com