



# Basic Congregational Worksheet For Human Caused or Natural Disasters



Complete and return one copy to the address below and retain additional copies for your congregation.

\_\_\_\_\_ Date

\_\_\_\_\_ Congregation Name and Address

## **Contact Information** (include work, home and cell phone #s and email addresses)

Pastor(s)

Media Contact

Congregational President and Vice President

Congregational Disaster Response Coordinator

## **Alternative Site Arrangements**

For worship: Include location and contact information.

For two "mission critical" services/ministries (i.e. food pantry, Bible study, cub scout meetings, etc.): Include location and contact information.

Critical Service/Ministry I:

Critical Service/Ministry II:

## **Security**

- Reviewed property insurance policies (date) \_\_\_\_\_
- Backed up important church data and stored in a fire/water safe box or off site (date) \_\_\_\_\_
- Checked smoke detectors (date) \_\_\_\_\_

\* This critical information is an essential beginning for congregational preparedness. Congregations are strongly urged to continue efforts, as outlined in the LDR template called **Preparing for Disaster - A Guide for Lutheran Congregations**. Visit [www.ldr.org](http://www.ldr.org) for a copy of this template.

*Lutheran Congregational Services is the Northeastern and Southeastern Pennsylvania affiliate of Lutheran Disaster Response, a collaborative ministry of the Evangelical Lutheran Church in America and the Lutheran Church-Missouri Synod.*

Julia Menzo & Ruth Doty, Lutheran Disaster Response Coordinators  
Lutheran Congregational Services, A Member of Liberty Lutheran  
215-424-3741 ext. 203, Julia 484.553.1162 Ruth cell,  
[jmenzo@libertylutheran.org](mailto:jmenzo@libertylutheran.org) [rdoty@libertylutheran.org](mailto:rdoty@libertylutheran.org)