

Apoyo Mutuo Agrícola



AMA Internal Emergency Plan

Plan Version 1: 05/01/2024

This work was produced by undergraduate students in the Worcester Polytechnic Institute (WPI) Global Projects Program. For more information about this project and the WPI Puerto Rico Project Center: <https://wp.wpi.edu/puertorico/projects/mar-apr-2024/ama/>

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About This Document

The “AMA Internal Emergency Plan” is a chronologically ordered emergency plan created for Apoyo Mutuo Agrícola (AMA) by students at Worcester Polytechnic Institute as part of a project titled Harmonizing Holistic Health and Disaster Relief in Puerto Rico. This emergency plan is intended for use in Río Piedras and Lares as these locations are at the forefront of AMA’s emergency relief efforts; however, it can serve as a model for future emergency plans in other communities. This document was produced in a collaboration between Apoyo Mutuo Agrícola and the Worcester Polytechnic Institute Puerto Rico Project Center (WPI PRPC). This document is intended for AMA to use as a starting point for their emergency plan. It is AMA’s plan to update and change at any time. AMA can use this as their main document for emergency planning and distribute this internally. We also welcome other groups and communities to adapt this guide and related resources to benefit others, but materials are not to be used for commercial purposes. Please let us know if you find these materials helpful or if you would like to collaborate.

Acknowledgments

We would like to thank and acknowledge everyone who contributed to this project. Our project would not be possible without the hard work and dedication of our sponsors, Jessica Santos and Martín Cobian, founders of Apoyo Mutuo Agrícola; our faculty advisors, Dr. Grant Burrier and Dr. Scott Jiusto; and all of the organizations and farmers we collaborated with. We would like to show our appreciation for all members of Paseo 13, Rosa Millie Cortes Quijano from Sierra Club, Bruje from Somos Espejos, Alana Feldman Soler from Centro Paz Para Ti, Monica Ponce from CAUCE, Omar Cuadrado from Fideicomiso, Augusto from Finca el Timón, Grisa from Finca el Vapor, Lester McGrath, and Miguel Santiago.

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1.0 Overview

This document contains the Emergency Plan for Apoyo Mutuo Agrícola (AMA). The document plan is chronological: Preparation, Emergency Declared, During Emergency, Days After an Emergency, and Weeks After an Emergency as outlined in the AMA Emergency Plan Storyboard (Fig. 1). In each section, you will find detailed descriptions of the tools and actions outlined by the Storyboard. These plans have been developed with AMA’s guidance and input from many allies. The plan is intended to be flexible and to evolve through Monthly Allies Meetings (see Yearly Plan, Google Doc: [Yearly Emergency Planning](#)). Keeping this plan up to date with all changes will allow all parties to work well together in an emergency.

2.0 Emergency Storyboard

Internal, Urban, and Rural Emergency Plan Storyboards (Fig. 1, 2, and 3) provide an overview of the respective emergency plans by including links to resources, forms, and spreadsheets. Each can be edited using the following links:

- Storyboard of AMA Internal Emergency Plan: [AMA Storyboarding Internal Emergency Plan](#)
- Storyboard of AMA Urban Emergency Plan: [AMA Storyboarding Urban Emergency Plan](#)
- Storyboard of AMA Rural Emergency Plan: [AMA Storyboarding Rural Emergency Plan](#)



Figure 1: Storyboard of AMA Internal Emergency Plan



Figure 2: Storyboard of AMA Urban Emergency Plan

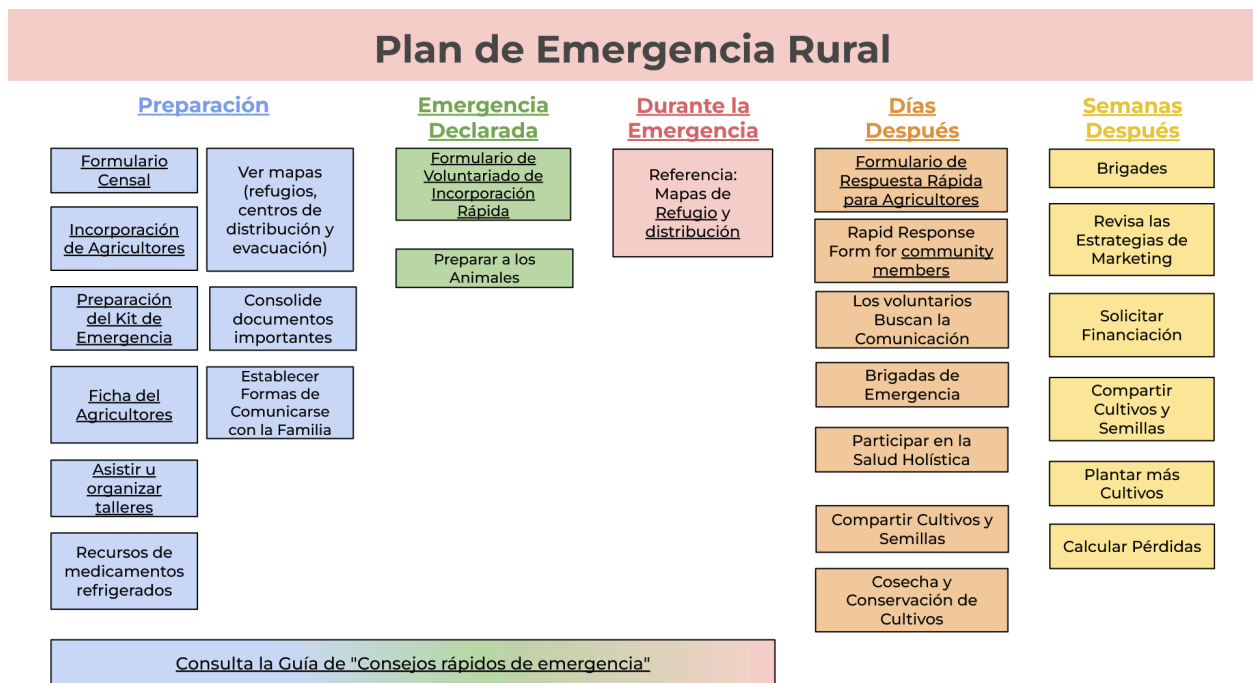


Figure 3: Storyboard of AMA Rural Emergency Plan

3.0 Preparedness

3.1 Internal Preparedness

3.1.1 Monthly Allies Gathering

The plan for emergency preparedness is that AMA and allies involved in the emergency plan will meet monthly, at least until the plan is fully adopted. The recommended plan for these meetings can be found below and by clicking this link (Google Doc: [Yearly Emergency Planning](#)).

The Yearly Emergency Plan is divided into four main sections: Yearly Emergency Planning Calendar, Monthly Meeting Potential Topics, General Monthly Meeting Agenda Format, and Monthly Meeting Agendas. The monthly topics were determined around the hurricane season; if at any point this should change, please update the monthly plans accordingly. This section includes the Yearly Emergency Plan and General Monthly Meeting Agenda Format. To view Monthly Meeting Potential Topics and Monthly Meeting Agendas, click this link (Google Doc: [Yearly Emergency Planning](#)).

For the 2024 calendar year, please refer to the AMA Emergency Preparedness Checklist Google Doc (a condensed form of the yearly emergency plan starting in May): [AMA Emergency Preparedness Checklist 2024](#)

3.1.2 Yearly Emergency Planning Calendar

January	Monthly topic: Year Overview	Check the alert system for allies and volunteers Review inventory in case of emergency
February	Monthly topic: Planning Workshops	Check the alert system for allies and volunteers
March	Monthly topic: Holistic Health	Check the alert system for allies and volunteers Review inventory in case of emergency
April	Monthly topic: Community Census	Check the alert system for allies and volunteers
May	Monthly topic: Emergency Plan Check	Check the alert system for allies and volunteers Review inventory in case of emergency Review the system for volunteer meeting places and times
June (Start of Hurricane Season)	Monthly topic: Rapid Response Forms	Check the alert system for allies and volunteers Review inventory in case of emergency
July	Monthly topic: Mapping of Organizations	Check the alert system for allies and volunteers Review inventory in case of emergency
August	Monthly topic: Inventory System	Check the alert system for allies and volunteers Review inventory in case of emergency
September	Monthly topic: Emergency Plan Check	Check the alert system for allies and volunteers Review inventory in case of emergency
October	Monthly topic: Story Sharing	Check the alert system for allies and volunteers Review inventory in case of emergency
November (End of Hurricane Season)	Monthly topic: Forms Editing/Reviewing	Check the alert system for allies and volunteers Review inventory in case of emergency
December	Monthly topic: Year Review	Check the alert system for allies and volunteers

The monthly topics were determined around the hurricane season. To update monthly topics:

- Monthly topics have check-ins for systems used during emergencies. These check-ins should occur before hurricane season begins to ensure systems operate smoothly when needed.
- A yearly review should be performed once a year. This review checks if the tools are working effectively for their corresponding purposes.
- A yearly overview should be performed once a year. This overview is to give emergency plan members clarity on the yearly plan and update the plan according to any feedback or action items identified.

3.1.3 General Monthly Meeting Agenda

1. Emotional Check-in
2. Review Workshop Schedule
 - a. Google form to submit upcoming events (Google Form: [AMA Talleres y Eventos](#))
 - b. Google Sheets of upcoming workshops (Google Sheets: [AMA Talleres y Eventos \(Respuestas\)](#))
3. Month Review
 - a. What is working well
 - b. What needs improvement
 - c. Update Ally Map (Google MyMaps: [AMA Organizational Strengths and Weaknesses Map](#))
 - i. Update resources
 - ii. Update needs
4. Discuss Monthly Topic
5. Group Visit: Healing Space (if able)

Review Workshop Schedule: This review will include encouraging allies to fill out the Google Form and reviewing the Google Sheets of upcoming workshops and events. The Input sheet contains the Google Form responses and is connected to the Talleres y Eventos sheet. The Talleres y Eventos sheet provides an easier-to-read format for the Form responses.

Month Review: This review will include a discussion of what is working well, what needs improvement, and updating the Ally Map. The update of the Ally Map will include checking that resources and needs for each organization are up to date.

Monthly Topic: Each monthly meeting has a recommended monthly topic. The schedule sets time aside for an open discussion regarding the monthly topic.

Holistic Health: The end of each meeting will incorporate holistic health to relieve stress from any emergency plan members. Members will visit a healing space or participate in an emotional check-in at the end of each meeting. The topics covered in the monthly meetings can be stressful and sensitive. We will encourage one another to put health and well-being first. If at any point

during these meetings, a break would benefit the productivity and well-being of the members, please incorporate one as seen fit.

3.1.4 Reference ‘Emergency Quick Tips’ Guide

This is a one-page emergency quick tips flyer for community members in both urban and rural areas with tips for communication, medical assistance, distribution centers, loss calculations, and hotlines. The current QR codes link to websites with relevant information; however, upon completion, link the AMA website to the corresponding page. Additionally, link the AMA website at the bottom of the flyer.

Resources

- Editable Canva Flyer: [Emergency Quick Tips Flyer](#) (Appendix at 8.1)

3.1.5 Community Member Census

This form is for AMA and allies to distribute to community members to learn about their assets and needs prior to an emergency to strengthen preparedness. This form will also ask a question about their interest in volunteering and joining the Emergency Collective. Only one member per household is asked to fill out this form in both rural and urban areas. This form will ask questions on:

- Demographics
- Resources and skills
- Special considerations
- Interest in volunteering with and joining the Emergency Collective

Resources:

- Google Form of the questions: [AMA Censo de Miembros de la Comunidad](#)
- Google Sheets of the responses: [AMA Censo de Miembros de la Comunidad \(Respuestas\)](#)
- Printable version of the Google Form: [AMA Censo de Miembros de la Comunidad](#) (Appendix 8.2)

3.1.6 Farmer’s Onboarding

This form is to identify allied farmers and their contact information, and gaps in their emergency preparedness by asking:

- Demographics
- Resources and resource calculation
- Crop and livestock information
- Volunteer Interest

Resources:

- Google Form of the questions: [AMA Incorporación de agricultores](#)

- Google Sheets of the responses: [AMA Incorporación de agricultores \(Respuestas\)](#)
- Printable version of the Google Form: [AMA Incorporación de agricultores - Google Forms.pdf](#) (appendix 8.3)

3.1.7 Emergency Kit Preparation for Households

Household emergency kits will be prepared and given to households. The Emergency Kit Material List below was compiled using conversations with community members, research of past WPI PRPC projects, and online government resources.

<ol style="list-style-type: none"> 1. Water 2. Imperishable Food 3. Solar energy to charge phones, etc. 4. Batteries 5. Flashlights 6. Weather Alert radio (NOAA if possible) <ol style="list-style-type: none"> a. Hand crank/battery powered 7. First aid kit 8. Tools to clear farm area <ol style="list-style-type: none"> a. Chainsaws b. Ropes c. Saws 9. Gas 10. Oil 11. Satellite phone 12. Flash drive for essential documents <ol style="list-style-type: none"> a. Financial records b. Medication list and pertinent medical information c. Proof of address d. Deed/lease to home e. Passports f. Birth certificates g. Insurance policies 	<ol style="list-style-type: none"> 13. Pets needs (if applicable) <ol style="list-style-type: none"> a. Food for pets b. Leashes/collars 14. Blankets 15. Sleeping bags 16. Can opener 17. Cash 18. Duct tape 19. Fire extinguisher 20. Hand Sanitizer 21. Notepads and pens/pencils 22. Paper plates, cups, utensils 23. Paper towels 24. Plastic bags 25. Plastic sheeting 26. Rope 27. Toolkit <ol style="list-style-type: none"> a. Wires b. Screwdriver c. Nails d. Crowbar e. Wrench 28. Change of clothes 29. Whistle
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3.1.8 Farmer Technical Sheet

This technical sheet contains information that may be useful to farmers in times of disaster. AMA will distribute this technical sheet to farmers and ensure that it is up to date in the Rural Emergency Plan. It contains the following information:

- Important calculations
- Preparing animals
- Preserving seeds and crops
- Resources on droughts
- Tips for documentation and funding

Resources:

- Technical Sheet PDF: [Español Ficha.pdf](#)
- Technical Sheet Canva: [Español Ficha](#) (Appendix 8.4)

3.1.9 Attend or Host Workshops

Promote allies attending and hosting workshops to strengthen preparedness. AMA will view the results and compile a list of current workshops. This form will be shown at each monthly meeting to ensure correct and complete information.

Workshop information will be posted on our website or social media and updated monthly. The information the Google Form collects is as follows:

- Name and Contact information of the person filling out the form
- Workshop or event name
- Location
- Description
- Date
- Time
- Frequency of event or workshop
- How participants can attend

Resources:

- Google Form for people to submit their workshop: [AMA Talleres y Eventos](#)
- Google Sheets of workshop information: [AMA Talleres y Eventos \(Respuestas\)](#)
- Printable: [AMA Talleres y Eventos](#) (Appendix 8.5)

3.2 General Preparedness

3.2.1 Refrigerated Medication Resources

Work with Allies to ensure that all centers can store refrigerated medication and make that accessible to people in times of disaster. Using the map of allies, we will ensure they are properly labeled and the capability to store medication is up-to-date and clear. We will also direct those with the capabilities of storing to fill out the Google Form connected to the Map of allies.

3.2.2 View Maps (Shelters, Distribution Centers, and Evacuation)

AMA will ensure these links work and are accurate before hurricane season, and update the links if they change. If possible, print out the maps in the case there is no electricity to view these online.

Resources

- Map of Shelters Link: [ArGIS Mapa de Refugios en Puerto Rico](#) (Appendix 8.6.1)
- Map of Flood Zones Link: [Estuario Mapa Virtual Hub](#) (Appendix 8.6.2)
- Map of Evacuation Routes Link: [PR Seismic Network Puerto Rico Evacuation Maps](#)
- Distribution Centers Link: [FEMA Puerto Rico Disaster Centers](#)

3.2.3 Establish Ways to Contact Family

The following information is intended for all community members and allies:

- Collect personal information and information from all household/family members
- Make a directory with family numbers, friends, and emergency agencies
- Make a list of family, friends, and neighbors nearby and outside the area
- Establish contact in the mainland as communication within the island may be down, but the communication with the mainland may be intact

3.3 Consolidate Important Documents

The list of important documents is revisited and edited yearly. AMA will ensure that all of their important documents are backed up. Any important documents will be stored on both a flash drive and on paper. These paper and digital documents will be stored in a safe, accessible location in case of times of emergencies. At a minimum, the following will be consolidated:

- Financial records
- Medication list and pertinent medical information
- Proof of address
- Deed/lease to home
- Passports
- Birth certificates
- Insurance policies

4.0 Emergency Declared

When an emergency is declared, AMA will reach out to volunteers, contact allies, and provide resources to farmers to prepare any animals.

4.1 Rapid Onboarding Volunteer Form

The Rapid Onboarding Volunteer Form will be distributed before emergencies, proactively, as well as when an emergency is declared. This form is connected to a spreadsheet for the management of volunteers. The spreadsheet includes an alert system for volunteers, by sending them an email to inform them that they will be needed to assist in emergency relief.

Resources

- Google Form to recruit volunteers: [Incorporación Rápida de Voluntarios](#)
- Google Sheets to manage volunteers: [Incorporación Rápida de Voluntarios \(Respuestas\)](#)

4.2 Contact Allies

During times of emergency, communication systems may be down. It is important to establish ways to contact family and allies. An important aspect of keeping our bodies and minds strong during times of emergencies is to have a connection with loved ones, so please be sure to establish a communication plan.

To establish an ally communication plan, follow these guidelines:

- Collect personal information and information from all ally members
- Make a directory with ally members
- Make a list of ally members nearby and outside the area
- Establish contact in the mainland as communication within the island may be down, but the communication with the mainland may be intact

4.3 Prepare Animals

A separate emergency kit will be created for animals. FEMA recommends this kit include:

- Feed and water
- Supplements
- Veterinary records
- Proof of ownership
- Supplies such as rope, halters, cleaning supplies, knives, etc.

Additionally, in the event of an evacuation where livestock must be left behind, it is important for livestock to have:

- Access to high-ground
- A strong shelter

- A form of identification

Resources:

- 5 Tips for Protecting Livestock During a Disaster Link: [Fema.gov](https://www.fema.gov)
- Animal Preparedness for Hurricanes Link: [Hawaii.edu](https://www.hawaii.edu)
- Livestock Disaster Preparedness Link: [humanesociety.org](https://www.humanesociety.org)

5.0 During an Emergency

5.1 Reference Evacuation, Shelter, and Distribution Maps

Refer to any maps seen in Section 3.2.2 for nearby shelters, evacuation routes, and flood zones. Refer to the FEMA resource for updated nearby distribution centers. These maps will be useful to community members to know important routes and locations.

Resources

- Map of Shelters - [ArGIS Mapa de Refugios en Puerto Rico](#) (Appendix 8.6.1)
- Map of Flood Zones - [Estuario Mapa Virtual Hub](#) (Appendix 8.6.2)
- Map of Evacuation Routes - [PR Seismic Network Puerto Rico Evacuation Maps](#)
- Distribution Centers - [FEMA Puerto Rico Disaster Centers](#)

6.0 Days After an Emergency

6.1 Rapid Response Form

AMA will use this rapid response form as a way to quickly identify community needs. There is one rapid response form for community members and one for farmers. Community members can use this form to alert AMA and allies if they have any immediate needs. AMA will send out this form through email or Whatsapp, it should be sent to all community members.

AMA will complete the following steps:

- Send out the Rapid Response Form to Farmers
- Send out the Rapid Response Form to Community Members
- Review the results to prioritize and plan brigades

Resources

Rapid Response Form for Community Members:

- Google Form: [AMA Evaluación Rápida para los Miembros de la Comunidad](#)
- Google Sheets: [AMA Evaluación Rápida para los Miembros de la Comunidad \(Respuestas\)](#)
- Printable: [AMA Censo de Miembros de la Comunidad](#)

Rapid Response Form for Farmers:

- Google Form: [AMA Evaluación Rápida del Agricultores](#)
- Google Sheets: [AMA Evaluación Rápida del Agricultores \(Respuestas\)](#)
- Printable: [AMA Evaluación Rápida del Agricultores](#)

6.2 Communicate with Volunteers

AMA will communicate to the volunteers using the following methods:

- Update the meeting locations in Google Form: [AMA Incorporación Rápida de Voluntarios](#)
- Use Google Sheets: [Incorporación Rápida de Voluntarios \(Respuestas\)](#) spreadsheet to contact volunteers
 - Use the alert button to send a message with vital information.
- Print or transcribe the volunteer list to a paper copy to be used in times of limited electricity
- Meet with volunteers at the given location

Resources

- Google Form: [AMA Incorporación Rápida de Voluntarios](#)
- Google Sheets: [Incorporación Rápida de Voluntarios \(Respuestas\)](#)

6.3 Emergency Brigades

AMA will plan emergency brigades by referencing the community census response spreadsheet as well as the rapid responses spreadsheet to determine who needs immediate assistance.

Resources:

- Community Census Spreadsheet: [AMA Censo de Miembros de la Comunidad \(Respuestas\)](#)
- Community Member Rapid Response Spreadsheet: [AMA Evaluación Rápida para los Miembros de la Comunidad \(Respuestas\)](#)
- Farmer Rapid Response Spreadsheet: [AMA Evaluación Rápida del Agricultores \(Respuestas\)](#)

6.4 Participate in Holistic Health

Please be sure that you are mindful of your emotions and mental health following a disaster. These disasters can have a large mental toll on oneself. We recognize that planning and participating in brigades can be physically, emotionally, and mentally tiring.

Utilize and promote the following holistic health practices:

- Meditation
- Breathing

- Yoga
- Engaging in a Ceremony/Spiritual Session

Utilize medicinal plants for medicinal and holistic health purposes, such as aromatherapy. The following spreadsheet includes medicinal plants that could be grown and their benefits.

Resources

- Google Sheets of medicinal plants and their benefits: [Medicinal Garden Planning Workbook](#)

6.5 Crop/Seed Sharing

We will aid in the communication of available crop/seed sharing between ally members.

6.6 Harvest/Preserve Crops

We will aid in the distribution of the farmer technical sheet to promote the harvesting and preservation of crops post-disaster.

Food and crop preservation resources:

- Beginners Guide to Canning Link: [Canning 101: How to Can Food for Beginners](#)
- Seed Storage Link: [How to Store Seeds for the Long Term: Seed Storage 101](#)
- Food Preservation Link: [11 Ways to Preserve Food at Home](#)

7.0 Weeks After an Emergency

7.1 Brigades

We will prioritize and plan brigades by identifying which people fill out the form and request volunteer help. We will then use their volunteer network and request several volunteers to aid in the brigades.

Brigade Work Plan:

- Contact volunteers and alert them of the meeting place and time
- Check-in on volunteers:
 - Asking how they are feeling
 - Ask if there is any assistance they or their family requires
- Begin brigade work
- Have breaks for meals as needed
- Halfway through the day, have a 10-15 minute break
 - Possible break ideas include:

- Meditation
 - Breathing
 - Yoga
 - Ceremony or Spiritual Session
- Continue the brigade work
- End brigade
- Check-in on volunteers:
 - Asking how they are feeling
 - Ask if there is any assistance they or their family requires
- Optional: plan a community activity or game for volunteers and community members

The brigade plan is meant to be flexible and have a focus on holistic health. It is intended to change based on the needs of the different brigades and volunteers. A mindful break is strongly encouraged as well as volunteer check-ins, to ensure basic needs of health are met.

7.2 Review Marketing Strategies

We may be able to aid in giving general feedback on effective marketing strategies and include them in the emergency plan as needed.

7.3 Apply for Funding

We will continuously apply for funding during times of emergency and check the FEMA website when new funding gets released.

Funding Resources:

- Funding Google Drive Folder: [Funding](#)
- Google Doc of List of Agriculture Grants: [List of Agriculture Grants](#)
- Google Doc of Funding Narrative: [Funding Narrative](#)
- Google Doc of Equipment Discount & Donation Opportunities: [Equipment Discount & Donation Opportunities](#)
- Google Doc Funding Documents/Resources: [Funding Documents/Resources](#)

7.4 Crop/Seed Sharing

We will aid in the communication of available crop/seed sharing between ally members

7.5 Plant More Crops

We will plant and monitor the status of their medicinal plants.

7.6 Calculate Losses

After a disaster, create a comprehensive list of the items that become damaged with the anticipated cost to repair and the original purchase price. This can be beneficial when applying for funding and understanding the damages done by disasters. We can use this information to identify similar needs between people and organizations.

8.0 Appendix

8.1 Emergency Quick Tips Guide Printable:

CONSEJO RÁPIDO DE EMERGENCIAS

COMUNICACIÓN

Durante situaciones de emergencias, es probable que los cables de luz o antena de telefonía móvil van a interrumpir. AMA sugere preparar por: ten un contacto fuera de Puerto Rico, ten un plan de comunicación familiar, o ten radios para comunicar.

ATENCIÓN MÉDICA

Los situaciones de emergencias son peligros, especialmente si los fuertes vientos hacen que los escombros se conviertan en proyectiles. Es importante saber dónde asistencia medico más cercano se puede acceder.





CENTROS DE ACOPIO

Durante situaciones de emergencias, se puede que te encuentres en necesidad de recursos como alimento, agua potable, electricidad, o salud holística. Por favor haz referencia a esa mapeo ver el centro de acopio más cercano.

CÁLCULO DE PÉRDIDOS

Durante emergencias, es posible que su casa o tierra pueda resultar dañado. Para preparar por esa situaciones, es importante saber cómo calcular esas pérdidas para aplicar para fondos. Por favor haz referencia a ese enlace para ver cómo calcular y qué es necesidad para aplicar para fondos.





LÍNEA DE ATENCIÓN

Línea de Atención de Trauma: 866-903-3787
 Línea de Atención de Aflicción de Desastre:
 800-985-5990
 Línea de Atención de Suicidio: 988
 Hospital: 911

Para más información sobre AMA: <https://redapoyomutuo.com/apoyomutuoagricolap>
 Para más información sobre WPI PRPC: <https://wp.wpi.edu/puertorico/>.



AMA
PUERTO RICO
APOYO MUTUO AGRICOLA

EMERGENCY QUICK TIPS

COMMUNICATION

During emergency situations, it is likely that power lines or cell towers will be disrupted. AMA suggests preparing by: having a contact outside of Puerto Rico, setting up a family communication plan, or having radios to communicate.

MEDICAL ASSISTANCE

Emergency situations are dangerous, especially if high winds cause debris to become projectile. It is important to know where the closest medical assistance can be accessed. Please refer to this map to see where the nearest hospital or urgent care is.



DISTRIBUTION CENTERS

During times of emergency, you may find yourself in need of resources like food, water, electricity, or holistic health. Please refer to this map to see the nearest distribution center near you.



LOSS CALCULATIONS

During emergencies, it is possible that your house or land may become damaged. In order to prepare for such situations, it is important to know how to calculate these losses to apply for funding. Please refer to this link to see how to calculate and what is needed to apply for funding.



HOTLINES

Trauma Hotline: 866-903-3787
 Disaster Distress Hotline: 800-985-5990
 Suicide Hotline: 988
 Hospital: 911



For more information about AMA: <https://redapoyomutuo.com/apoyomutuoagricolapr>
 For more information about WPI PRPC: <https://wp.wpi.edu/puertorico/>.

8.2 Census Printable Google Form:

AMA Censo de Miembros de la Comunidad

¡Hola! ¿Te gustaría unirse al Colectivo de Planificación Comunitaria de Emergencias de Apoyo Mutuo Agrícola? El Colectivo de Planificación de Emergencias es algo nuevo que AMA y otros grupos comunitarios están organizando para fortalecer nuestra preparación para emergencias.

Su participación es voluntaria. Usted no tiene que proporcionar ninguna información que no desea proporcionar o responder a cualquier pregunta que prefiera no responder. Si decide no continuar, puede salir del formulario en cualquier momento, y los datos no serán utilizados.

Al rellenar este formulario, usted indica que ha leído y entendido lo que se le pide y que acepta participar. Esta información solo será accesible por AMA para ayudar a fortalecer nuestra preparación para emergencias y comprender mejor la demografía de la comunidad para los momentos de emergencias.

Si tiene alguna pregunta, comuníquese con AMA al apoyomutuoagricolapr@gmail.com.

Para obtener más información sobre AMA, visite nuestro Instagram en [@amapuertorico](https://www.instagram.com/amapuertorico) y nuestro sitio web en <https://redapoyomutuo.com/apoyomutuoagricolapr>.

~~*Indicates required question~~

Información de contacto

Estas primeras preguntas son sobre usted y su familia para que sepamos quién está en la comunidad y dónde comunicarse con usted durante una emergencia.

1. Nombre *

2. Dirección *

3. Número de teléfono/WhatsApp *

4. Correo electrónico *

5. Número de personas en el hogar

Mark only one oval.

1 2 3 4 5 6 7 8 9 10

6. Número de personas en el hogar menores de 18 años

Mark only one oval.

0 1 2 3 4 5 6 7 8 9 10

7. Número de personas en el hogar de más de 70 años

Mark only one oval.

0 1 2 3 4 5 6 7 8 9 10

Recursos y habilidades

Las siguientes preguntas son sobre las formas en que puede ayudar a la comunidad en una emergencia.

8. ¿Tienes Wi-Fi en tu hogar?

Mark only one oval.

- Sí
- No
- Quizás

9. ¿Tienes energía solar?

Mark only one oval.

- Sí
- No
- Other: _____

10. ¿Tienen un tanque de agua?

Mark only one oval.

- Sí
- No
- Other: _____

11. ¿Tiene un generador en su hogar?

Mark only one oval.

- Sí
- No
- Other: _____

12. ¿Cuántos carros hay en su hogar?

Mark only one oval.

0 1 2 3 4 5

○ ○ ○ ○ ○ ○

13. ¿Usted o alguien en su hogar tiene experiencia médica?

Check all that apply.

- Médico
- Enfermere
- RCP Entrenado
- Primeros auxilios certificados
- Sin experiencia
- Other: _____

Consideraciones especiales

Las siguientes preguntas son sobre las necesidades especiales que su hogar puede necesitar en caso de emergencia.

14. ¿Usted o alguien en su hogar tiene alguna consideración especial, como una enfermedad o discapacidad? Si es así, explíquelo aquí

15. Si necesita medicamentos, ¿de qué tipo?

16. ¿Está interesado y puede ayudar en futuros esfuerzos de voluntariado en desastres?

Check all that apply.

- Sí, estoy interesado y en condiciones de participar en brigadas.
- Sí, estoy interesado y en condiciones de ayudar a planificar brigadas.
- No, no estoy.
- Other: _____

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8.3 Farmer Onboarding Printable Google Form:

AMA Incorporación de agricultores

** Indicates required question*

1. Email *

2. Ubicación (Dirección/Coordenadas) de la Finca *

3. Nombre del punto de contacto principal *

4. WhatsApp de principal punto de contacto *

5. Nombre de la organización/finca *

6. Instagram de la organización/finca (si corresponde)

7. Facebook de la organización/finca (si corresponde)

8. Marque la casilla si el artículo sería útil en un kit básico de emergencia para los agricultores participantes. *

Check all that apply.

- Alimento imperecedero
- Agua
- Baterías
- Linternas
- Energía Solar
- Soga
- Sierra
- Gas
- Aceite
- Other: _____

9. ¿Qué financiación ha recibido en el pasado después de un desastre? (Si alguna)

Información sobre producción/comercialización de cultivos

10. ¿Qué tipo de cultivos cultiva actualmente?

11. En su caso, ¿qué plantas medicinales cultiva?

12. ¿Conservas alguno de tus cultivos?

Mark only one oval.

Sí

No

13. Si es así, ¿qué cultivo(s)?

14. Si no, ¿está interesado en aprender a conservar los cultivos?

Mark only one oval.

Sí

No

15. ¿Vende sus cultivos y, de ser así, cómo los vende? *

16. ¿Tiene actualmente alguna estrategia de marketing para vender sus cultivos?

Mark only one oval.

Sí

No

Other: _____

17. Si es así, ¿Que son?

18. ¿Sabe cómo calcular las pérdidas financieras de su explotación (es decir, debidas a desastres naturales)?

Mark only one oval.

Sí

No

Parcialmente

19. En caso negativo, ¿sería útil una guía sobre cómo calcularlo?

Mark only one oval.

Sí

No

Información sobre el socorro en casos de desastre

20. ¿Qué tipos de emergencias ha experimentado? *

Check all that apply.

- Huracanes
- Sequías
- Derrumbes
- Lluvias fuertes
- Pandemias
- Other: _____

21. ¿Qué tipo de habilidades son útiles para los voluntarios con respecto a la preparación para emergencias? *

Evaluación de riesgos para agricultores

22. ¿Cómo recibes tu poder?

Mark only one oval.

- Conectado a la red eléctrica
- Tu propio sistema de energía
- Other: _____

23. ¿Cómo se recibe el agua?

Check all that apply.

- La Municipalidad
- Agua de lluvia con filtración
- Pozo
- Other: _____

24. ¿Hay algún recurso que sea vital para su finca?

25. ¿Qué equipo agrícola tiene que pueda usarse en tiempos de desastre? *

26. ¿Está usted o alguien en su hogar en alto riesgo en tiempos de desastre?

Mark only one oval.

- Sí
- No

27. En caso afirmativo, por favor explique

Divulgación de agricultores y evaluación de las necesidades de la comunidad

28. Si conoce algún centro de distribución o centro de resiliencia, indique sus nombres.

29. ¿Estaría dispuesto y sería capaz de actuar como centro de distribución en su área en tiempos de emergencia?

Mark only one oval.

- Sí
- No
- Quizás

30. Si las carreteras estuvieran despejadas, ¿tiene la capacidad de recibir y distribuir suministros en su comunidad?

Mark only one oval.

- Sí
- No

31. ¿Cuál es el radio que está dispuesto a recorrer durante los desastres naturales para distribuir o recibir recursos?

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8.4 Farmer Technical Sheet Printable:

Ficha

Cálculos Importantes	<p>Uso de Agua (Calculadora en línea)</p> <p>Desglose de Ingresos (Calculadora en línea)</p> <p>Cálculo de Pérdidas (Calculadora en línea)</p>
Preparación de los animales	<p>5 Consejos para Proteger al Ganado Durante un Desastre</p> <p>Preparación para Desastres Ganaderos</p> <p>Preparación de Animales para Huracanes</p> <p>Necesidades Generales:</p> <ul style="list-style-type: none"> ● Pienso y Agua ● Suplementos ● Registros Veterinarios ● Prueba de Propiedad ● Suministros Como Cuerdas, Cabestros, Cuchillos, Artículos de limpieza, etc.
Conservación de Alimentos y Cultivos	<p>Preparación para Huracanes para Productores de Plantas Hortícolas</p> <p>Enlatado 101: Cómo Enlatar Comida para Principiantes (Una Guía Completa)</p> <p>Almacenamiento de Semillas a Largo Plazo</p> <p>11 Formas de Conservar los Alimentos en Casa</p> <ul style="list-style-type: none"> ● Plante cultivos de ciclo largo basados en raíces en preparación para la temporada de huracanes. ● Etiqueta con la fecha en que se almacenaron las semillas y cultivos.
Recursos de la Sequía	<p>Preparación para la Sequía y Conservación del Agua</p> <p>Condiciones Actuales de Sequía en Puerto Rico</p>
Consejos para la Documentación de Financiación	<p>Lista de Verificación de la Solicitud de Financiamiento:</p> <ul style="list-style-type: none"> ● Número de Seguro Social ● Información de Seguro ● Información sobre Daños ● Información Financiera ● Información de Contacto ● Información de Depósito Directo (Opcional) <p>Asistencia por Desastre del USDA (Oportunidades de Financiamiento)</p>

¿Tiene Alguna Pregunta?

Comunícate con AMA

apoyomutuoagricolapr@gmail.com

8.5 Workshop and Event Printable Google Form:

AMA Talleres y Eventos

Hola! Por favor llena este con algunos talleres en el futuro :)

** Indicates required question*

1. Email *

2. Nombre *

3. Nombre de la organización *

4. Nombre del taller *

5. Dirección del taller *

6. Descripción del taller *

7. Fecha de empieza del taller *

Example: January 7, 2019

8. Fecha de termina del taller *

Example: January 7, 2019

9. Tiempo de empieza del taller *

Example: 8:30 AM

10. Tiempo de termina del taller *

Example: 8:30 AM

11. Frecuencia del taller *

Mark only one oval.

- No repite
- Repite cada día
- Repite cada semana
- Repite cada mes
- Repite cada año

12. ¿Qué tipo del taller? *

Mark only one oval.

- Preparación de emergencias
- Evento
- Other: _____

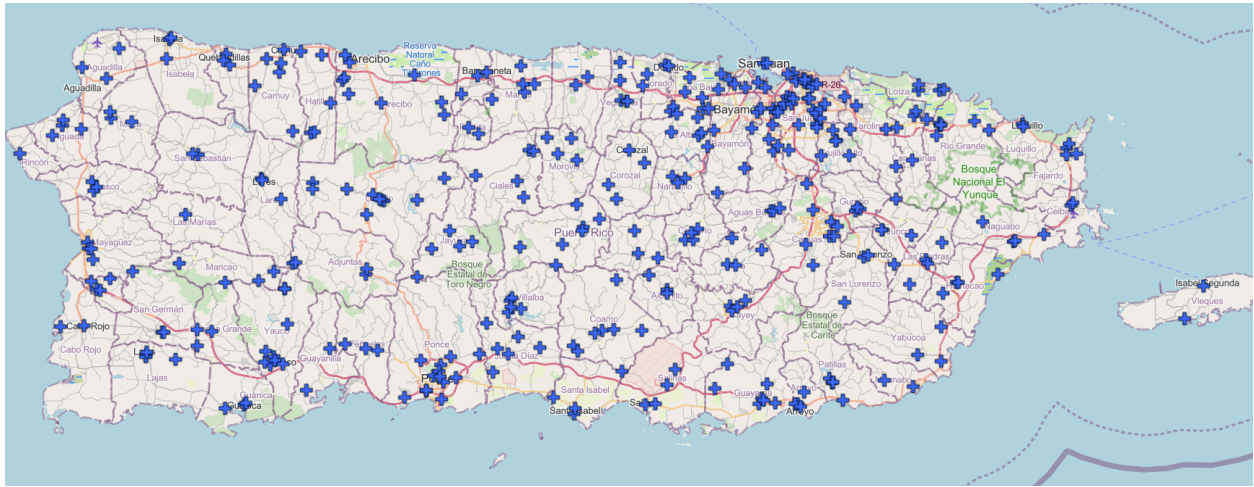
13. ¿Cómo se puede inscribirse? *

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8.6 Maps

8.6.1 Map of Shelters Printable:



8.6.2 Map of Flood Zones Printable:



8.7 Rapid Onboarding Volunteer Google Form:

Incorporación Rápida de Voluntarios

¡Hola! Gracias por ofrecerse como voluntario y completar este formulario de Google. Esta información será utilizada por Apoyo Mutuo Agrícola para comprender mejor las habilidades y activos de nuestros voluntarios. Esta información recopilada se utilizará para fortalecer los planes de respuesta a emergencias. La participación es voluntaria. No necesita proporcionar ninguna información que no desee proporcionar ni responder ninguna pregunta que preferiría no responder. ¡Gracias!

Si tiene alguna pregunta, comuníquese con AMA en apoyomutuoagricolapr@gmail.com. Para más información sobre AMA, visita nuestro Instagram en [@amapuertorico](https://www.instagram.com/amapuertorico) y nuestro sitio web en <https://redapoyomutuo.com/apoyomutuoagricolapr>.

Este formulario fue creado en colaboración con estudiantes como parte del Puerto Rico Project Center de Worcester Polytechnic Institute. Puede encontrar más información sobre WPI PRPC en <https://wp.wpi.edu/puertorico/>.

** Indicates required question*

1. Correo electrónico (1/11) *

2. Nombre del voluntario (2/11) *

3. WhatsApp (3/11) *

4. Nombre de la organización/finca (si corresponde) (4/11)

5. Ubicación (Dirección o coordenadas) (5/11) *

6. ¿A qué lugar puede llegar para los esfuerzos de voluntariado? (6/11)

Mark only one oval.

- Río Piedras, Teatro Paraíso
- Lares, Casa Taller
- Other: _____

7. ¿Cuál de estas habilidades tienes? (7/11) *

Check all that apply.

- Experiencia medica
- Administrar primeros auxilios
- Levantar objetos pesados
- Apoyo emocional/formación en salud holística
- Experiencia de cuidado infantil
- Experiencia electrica
- Dispuesto a prestar recursos
- Habilidades organizativas/administrativas
- Saber conducir un camión
- Saber conducir un tractor
- Saber usar una sierra
- Other: _____

8. ¿Cuáles de estos recursos tienes y estás dispuesto a prestar? (8/11) *

Check all that apply.

- Alimentos no perecederos
- Agua potable
- Pozo
- Generador
- Suministros de primeros auxilios
- Paneles solares
- Baterías
- Motosierras
- Linternas
- Radio
- Cuerdas
- Máquina de desechos leñosos
- Camión
- Refrigerador
- Acceso a redes/contactos
- Plantas medicinales
- Aceite
- Gas
- Comunicación (contacto continental)
- Other: _____

9. Si tienes alguna planta medicinal, ¿cuáles son? (9/11)

10. ¿Te sentirías cómodo estando en un chat grupal de WhatsApp de otros voluntarios? (10/11) *

Mark only one oval.

- Sí
- No
- Other: _____

11. ¿Hay alguna información que haya incluido en el formulario que le gustaría que se mantuviera privada? (11/11) *

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