



## IAEM 2008 AWARDS PROGRAM

### OFFICIAL ENTRY FORM

#### CONTACT INFORMATION

**Name of Person Submitting Entry:**

Barb Graff

**IAEM Member**

**Non-Member (An entry fee of \$75 is required for each entry by a non-member.)**

**Title:** Director, Seattle Office of Emergency Management

**Relationship to the entry submitted:** Self  
(such as self, colleague, subordinate, supervisor)

**Name of Organization:**

*Seattle Office of Emergency Management*

**Mailing Address of Organization:**

105 5th Ave South, Suite 300

**City/State/Province/Country:**

Seattle, WA

**Zip/Postal Code:**

98104

**Phone: (include country code & city code)**

206-684-0437

**Fax: (include country code and city code)**

206-684-5998

**E-Mail Address:**

barb.graff@seattle.gov

**Web Site:**

[www.seattle.gov/emergency](http://www.seattle.gov/emergency)

**CHOOSE THE AWARD CATEGORY FOR THIS ENTRY:**

**Career Excellence Award**

**Academic Recognition Award**

**Public Awareness Award**

**Check Division:**

- Local Emergency Management Agency (government)
- State/Regional/National International Government, International,  
or Non-Profit Organization (such as colleges/universities or associations)
- Commercial or Other For-Profit Organization

**Technology & Innovation Award**

**Check Division:**

- Local Emergency Management Agency (government)
- State/Regional/National International Government, International,  
or Non-Profit Organization (such as colleges/universities or associations)
- Commercial or Other For-Profit Organization

**Partners in Preparedness Award**

**Interagency Disaster Preparedness Award**

**Business and Industry Award**

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**Name of the Program/Activity: (or name of the person if you are entering someone for the Career Excellence Award or Academic Recognition Award)**

Chinese Information & Service Center (CISC), 611 S Lane St, Seattle WA 98104

**Brief Summary of the Program/Activity: (Maximum 100 words)**

The Seattle Office of Emergency Management (OEM) and the Chinese Information Service Center (CISC) teamed up to provide emergency preparedness information to Chinese and Vietnamese communities in Seattle. The CISC provided information to the communities in multiple ways, took the initiative in spreading the preparedness message and have been essential in building relationships between OEM and the Chinese and Vietnamese communities.

**Details of the Program/Activity:** (Answer each section.)

1. Tell us why this program/activity was/is important, or explain why the individual deserves the award for which this entry was submitted. (maximum 200 words)

To outreach different cultures, the information has to be accurately translated and culturally appropriate. Having a trusted source deliver the message insures the intended audience understands and values the information. Having the Chinese Information Service Center (CISC) as our trusted source has prompted us to nominate them for the Partners in Preparedness award.

First they developed a business disaster plan with the help of a grant from Seattle/King County Department of Health. Then they invited the Seattle Office of Emergency Management (OEM) to provide preparedness programs to staff, seniors & parents. For those that couldn't attend, CISC used our translated preparedness DVD as a training tool. In addition, they play the DVD in the lobby so that people who are waiting for programs can view the preparedness DVD in their language! In all, at least a few hundred people have learned about preparedness via CISC.

In addition, the CISC has also started a preparedness blog on their website for community members to share thoughts. They've taken multiple steps to help their employees become better prepared, including paying for staff to attend disaster skills training. They also help to distribute OEM printed material and include preparedness tips in their quarterly newsletter.

2. Number of staff, volunteers, and community members involved in program/activity. (maximum 200 words)

CISC is a community based organization that services the Chinese and Vietnamese communities in Seattle. Within their organization, they have family programs, a senior center and a facility to hold programs, workshops, training and services to the Chinese and Vietnamese communities. CISC helped us by reviewing our translated printed materials, teaching props and our translated DVD that we use for programs taught for Vietnamese and Cantonese speaking audiences. We have just begun the process for translating our preparedness DVD Mandarin and 4 other languages. CISC is providing volunteers to translate the script into Mandarin, verify the translation is correct and provide an interpreter to record the voice-over translation for the actual DVD. This is saving OEM hundreds of dollars, as well as the peace of mind that the translation is accurate. It has been a very collaborative partnership involving over a dozen people within CISC and hundreds of people within the Chinese and Vietnamese communities that have had the opportunity to learn the value of preparedness through the support of CISC.

3. Tell us how staff, volunteers and community members were involved. (maximum 200 words)

Staff, volunteers & community members have been involved in training, distributing information, providing programs and building confidence within the community. They have helped other community based organizations within the International District become better prepared by hosting a table top earthquake exercise and training provided by OEM and Seattle Human Services. As a result, a collaborative spirit of support and mutual aid between the community based organizations servicing the International District has begun.

4. Tell us how the tactical plans and budget were developed. (maximum 200 words)

First a relationship had to be created between Seattle OEM and CISC. There was a sharing of ideas and resources. We had the funding and expertise in developing and delivering preparedness information and materials. They had the expertise in outreaching to the Chinese and Vietnamese communities in a variety of ways. Together, we achieved our goals of having translated materials that are accurate and appropriate for the targeted audiences.

CISC is one of several Community Based Organizations that serve the International District in Seattle. In addition to helping us with their clients and customers, they also helped by letting other agencies that serve the International District in Seattle know that Seattle OEM is a good organization to partner with! Their influence has opened doors and helped us gain a level of trust that would have taken much longer to develop.

**Financial Resources for the Program/Activity:**

To help judges evaluate both your efforts and the results, including the impact of your project, please estimate cash, grants and in-kind contributions that supported your program/activity. For consistency and comparison purposes, calculate values in U.S. dollars (go to [www.xe.com](http://www.xe.com) to use free on-line currency converter).

a. Cash (actual financial contributions, donations, grants etc.)	\$5,000
b. In-Kind (value of materials, labor, etc., contributed to project)	\$1,500.00
c. Total value of cash, grants, donations and in-kind resources (add a & b).	\$6,500.00

**Having a partner to help outreach to limited English populations, before, during and after a disaster.....Priceless!**

**Number of people affected by your program/activity: Literally, Hundreds!**

Is your program/activity ongoing?       Yes       No

**Tell us how the project has had an impact on your constituency or community.**

(maximum 200 words)

The Chinese Information Service Center is an intricate part of the Asian community in Seattle and having them as a partner has opened doors to providing preparedness education to a segment of our community that had been underserved in the past. They recognize that they will be an integral partner in getting emergency information out to their community following a disaster. To that end, they have developed a comprehensive business disaster plan and are role models for other community based organizations in the International District. CISC also recognize that they will be called upon to help in the recovery aspect by being a resource for us in getting post disaster information and services to their customers.

I'd encourage you to go to their web site at [www.cisc-seattle.org](http://www.cisc-seattle.org) and see all the communities and services they provide. Then imagine a disaster in Seattle and picture how their partnership in preparedness will benefit those that may be suffering the most! They are truly deserving of the IAEM Partners in Preparedness award.

Complete and return this form and up to two attachments with supporting documents no later than **Aug. 15, 2008** via e-mail to [info@iaem.com](mailto:info@iaem.com).

There is no entry fee for current IAEM members who submit entries. If a non-member wishes to submit an entry, there is a \$75 entry fee per entry. Non-member entry fees must be remitted with the official entry form to: IAEM, 201 Park Washington Court, Falls Church, VA 22046-4527.

IAEM accepts VISA, MasterCard, American Express and Discover (please include the security number located on either the front or back of the card along with the card holders billing address).

Credit Card Number:

Expiration Date:

Security Code:

Credit Card Billing Address: