

Appendix **A**

CCR Assessment Worksheets

Worksheet 1. Benchmark Analysis and Summary

1	2	3	4	5	6
Benchmark	Findings/Key Points Related to Community Resilience	Strengths	Weaknesses	Data Gaps	Rating
A. Governance: Leadership, legal framework, and institutions provide enabling conditions for resilience through community involvement with government.					
A1. Community development policies, plans, and programs are implemented and monitored in a participatory and transparent manner.					
A2. Basic services (i.e. water, transportation, security, etc.) are accessible to all sectors of society.					
A3. Participatory collaboration mechanisms among different sectors and various levels of government are established and used to manage for resilience.					
A4. Technical and financial support mechanisms are transparent, accountable, and available to support planned community actions.					
B. Society and Economy: Communities are engaged in diverse and environmentally sustainable livelihoods resistant to hazards.					
B1. Development policies and plans build social capital and skills for economic diversity and self reliance.					
B2. Local economies are characterized by diverse and environmentally sustainable livelihoods.					

Worksheet 1. Benchmark Analysis and Summary (continued)

1	2	3	4	5	6
Benchmark	Findings/Key Points Related to Community Resilience	Strengths	Weaknesses	Data Gaps	Rating
B3. Social and cultural networks promote self-reliant communities and have the capacity to provide support to disaster-stricken areas.					
B4. Technical and financial resources are available to promote stable and robust economies, reduce vulnerability to hazards, and aid in disaster recovery.					
C. Coastal Resource Management: Active management of coastal resources sustains environmental services and livelihoods and reduces risks from coastal hazards.					
C1. Policies and plans are implemented and monitored to effectively manage natural coastal resources.					
C2. Sensitive coastal habitats, ecosystems and natural features are protected and maintained to reduce risk from coastal hazards.					
C3. Communities are actively engaged in planning and implementing coastal resource management activities.					
C4. Communities and local governments value and invest in management and conservation to sustain their natural resources.					

Worksheet 1. Benchmark Analysis and Summary (continued)

1	2	3	4	5	6
Benchmark	Findings/Key Points Related to Community Resilience	Strengths	Weaknesses	Data Gaps	Rating
D. Land Use Management and Structural Design: Effective land use and structural design that complement environmental, economic, and community goals and reduce risks from hazards.					
D1. Land use policies and building standards that incorporate measures to reduce risks from hazards and protect sensitive habitats are established, monitored and enforced.					
D2. Critical infrastructure are located outside high risk areas and constructed to address risks from priority hazards.					
D3. Developers and communities incorporate risk reduction into the location and design of structures.					
D4. Education, outreach, and training programs are established to improve compliance with land use policies and building standards.					
E. Risk Knowledge: Leadership and community members are aware of hazards and risk information is utilized when making decisions					
E1. Coastal hazard risk assessments are completed at a scale appropriate to the community and routinely updated.					
E2. Coastal hazard risk assessments are comprehensive and incorporate risks to all elements of resilience (e.g. livelihoods, coastal resources, land use, etc.).					
E3. Community participates in the hazard risk assessment process.					

Worksheet 1. Benchmark Analysis and Summary (continued)

1	2	3	4	5	6
Benchmark	Findings/Key Points Related to Community Resilience	Strengths	Weaknesses	Data Gaps	Rating
E4. Information from risk assessment is accessible and utilized by the community and government.					
F. Warning and Evacuation: Community is capable of receiving notifications and alerts of coastal hazards, warning at-risk populations, and individuals acting on the alert.					
F1. Community warning and evacuation systems, policies, plans, and procedures are in place and capable of alerting vulnerable populations in a timely manner.					
F2. Community warning and evacuation infrastructure is in place and maintained.					
F3. Community is prepared to respond to hazard warnings with appropriate actions.					
F4. Technical and financial resources are available to maintain and improve warning and evacuation systems.					
G. Emergency Response: Mechanisms and networks are established and maintained to respond quickly to coastal disasters and address emergency needs at the community level.					
G1. Pre-defined roles and responsibilities are established for immediate action at all levels.					
G2. Basic emergency and relief services are available.					

Worksheet 1. Benchmark Analysis and Summary (continued)

1	2	3	4	5	6
Benchmark	Findings/Key Points Related to Community Resilience	Strengths	Weaknesses	Data Gaps	Rating
G3. Preparedness activities (drills and simulations) are ongoing to train and educate responders.					
G4. Organizations and volunteers are in place with technical and financial resources to support emergency response activities.					
H. Disaster Recovery: Plans are in place prior to hazard events that accelerate disaster recovery, engage communities in the recovery process, and minimize negative environmental, social, and economic impacts.					
H1. Disaster recovery plan is pre-established that addresses economic, environmental, and social concerns of the community.					
H2. Disaster recovery process is monitored, evaluated, and improved at periodic intervals.					
H3. Coordination mechanisms at international, national, and local levels are pre-established for disaster recovery.					
H4. Technical and financial resources are available to support the recovery process.					

Worksheet Guidance:

- 1 – Review all primary and secondary data collected during the assessment and identify findings by benchmark
- 2 – Prepare summary of key findings for each benchmark
- 3 – Categorize those findings as strengths or weaknesses
- 5 – Identify data gaps that could be filled with additional assessment
- 6 – If using a rating system (see Chapter 4, Establish a rating system for benchmark evaluation), develop a rating or score for each benchmark based on the relative number of strengths and weaknesses

Worksheet 2. Resilience Element Analysis and Summary

1	2	3	4	5
Element/Desired Outcomes	Summary Statement	Average Score	Opportunities for Increased Resilience	Existing Good Practices
A. Governance: Leadership, legal framework, and institutions provide enabling conditions for resilience through community involvement with government.				
B. Society and Economy: Communities are engaged in diverse and environmentally sustainable livelihoods resistant to hazards.				
C. Coastal Resource Management: Active management of coastal resources sustains environmental services and livelihoods and reduces risks from coastal hazards.				
D. Land Use Management and Structural Design: Effective land use and structural design that complement environmental, economic, and community goals and reduce risks from hazards.				
E. Risk Knowledge: Leadership and community members are aware of hazards and risk information is utilized when making decisions.				
F. Warning and Evacuation: Community is capable of receiving notifications and alerts of coastal hazards, warning at-risk populations, and individuals acting on the alert.				

Worksheet 2. Resilience Element Analysis and Summary (continued)

1	2	3	4	5
Element/Desired Outcomes	Summary Statement	Average Score	Opportunities for Increased Resilience	Existing Good Practices
G. Emergency Response: Mechanisms and networks are established and maintained to respond quickly to coastal disasters and address emergency needs at the community level.				
H. Disaster Recovery: Plans are in place prior to hazard events that accelerate disaster recovery, engage communities in the recovery process, and minimize				

Worksheet Guidance:

- 1 – Review the summary of findings in Worksheet 1 and identify key findings by resilience element
- 2 – Prepare summary statement on the status of the community relative to the desired outcome for each resilience element
- 3 – If using a rating system, (see Chapter 4, Establish a rating system for benchmark evaluation) compute the average score for each element based on the benchmark scores in Worksheet 1.
- 4 – Identify opportunities to increase resilience based on a review of the assessment results and discussions with assessment team
- 5 – Identify good practices currently used by the community that were identified during the assessment and should be highlighted and reinforced and shared with other communities