



READYTN FAITH PARTNERSHIP CHECKLIST

To be recognized as a ReadyTN Faith Partner, your house of worship must complete four total items from the checklist below:

- One mandatory requirement, and
- Three optional items – with at least one selected from both the Internal Focus and Member Focus categories.

You may complete these activities at your convenience.

Recognition as a ReadyTN Faith Partner demonstrates your commitment to preparedness and your vital role in building a safer, more resilient Tennessee. Please mark each action completed and submit this form. Resources are available to assist you throughout the process.

MANDATORY:

- Complete the house of worship self-assessments and create or update an emergency plan

INTERNAL FOCUS:

- Create or have an emergency planning team in place, with a coordinator.
- Conduct at least one emergency preparedness training or tabletop exercise based on your emergency plan with staff and members.
- Financial records and insurance are up to date (as described in the ReadyTN Faith self-assessment) and stored securely.
- Participate in a ReadyTN Faith, TEMA, or FEMA training in person or online (links available in the Resources section of the self-assessments and emergency operations plan template).

MEMBER FOCUS:

- Communications: Create a communications plan to contact members in the event of an emergency. Have updated online contact information (website, Google, social media).
- Educate members on your emergency plan through drills and/or exercises, conducting at least one evacuation drill each year.
- Promote individual emergency preparedness to members, through a handout, newsletter, or other means.

BONUS POINT

Share your preparedness progress on social media using #ReadyTN and #ReadyTNFaith.



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Once you have completed these actions, submit your ReadyTN Faith Partnership checklist to **TEMA.ExternalAffairs@tn.gov** or in the mail to **ATTN: Faith-Based Partnerships, 3041 Sidco Dr., Nashville, TN 37204**.

HOUSE OF WORSHIP INFORMATION

Address: _____

City: _____ State: _____ Zip: _____

County: _____

Email: _____

Phone: _____

HOW Emergency Coordinator Signature: _____

Date: _____

HOW Faith Leader Signature: _____

Date: _____

By completing this partnership checklist, your congregation will be recognized as a ReadyTN Faith Partner—joining a statewide network of faith communities dedicated to service, safety, and community resilience.

As a ReadyTN Faith Partner, you will receive an official certificate and may request an in-person recognition presentation. You may also share this designation with your insurance carrier as evidence of your proactive commitment to preparedness.