

Foundation Worksheet #3

Assemble a Development Team



NATIONAL DROUGHT
MITIGATION CENTER
UNIVERSITY OF NEBRASKA

Use this worksheet to identify partners for managing the remaining tasks in building the exercise foundation and planning, designing, delivering, and assessing the impact of your exercise. While the size and representation on the team depends on the scope and complexity of your exercise, representation should include individuals who can contribute to and oversee tasks related to one or more of the topics below.

- 1. Brainstorm.** Identify potential partner agencies or organizations with the knowledge, skills, and/or capabilities related to each of the topics shown on the table below.

Topic	Potential Partner
Knowledge of local, regional, and state issues; policies; and key players	
Familiarity with the potential mitigation and response actions	
Scenario development	
Logistics and administrative details	
Evaluation methods and metrics	
Creation of exercise materials (e.g., handbooks, visual aids, etc.)	
Facilitation and engagement	
<i>Other</i>	
<i>Other</i>	

2. Develop a contact list. Identify specific names and contact information for potential team members and invite them to participate.

Name	Phone Number	Email	Agency/ Organization	Area of Contribution	Notes