

Resources from Montana G197: Integrating Access and Functional Needs into Emergency Management

Version 1.1, August 2025

Unit 1: Introduction and Course Overview

1. Federal Emergency Management Agency (FEMA), No Date, [Guidelines for Inclusive Language](#).
2. U.S. Department of Justice, 2007, [ADA Best Practices Tool Kit for State and Local Governments – The Seventh Installment](#) (Archived).
3. U.S. Department of Justice, No Date, [Americans with Disabilities Act Emergency Planning](#).
4. U.S. General Services Administration, No Date, [Section508.gov](#).
5. 2025, [Rocky Mountain ADA Center](#).

Unit 2: Planning

1. June Isaacson Kailes, 2023, [Defining Functional Needs – Updating CMIST](#).
2. June Isaacson Kailes, 2020, Edition 3.0, [Checklist for Integrating People with Disabilities and Others with Access and Functional Needs into Emergency Preparedness, Planning, Response & Recovery](#).
3. Montana Public Health Institute, 2024, [Building Resilient Communities: Supporting Populations with Access and Functional Needs in Montana PHEP](#).
4. ASPR Tracie, June 2022, [Topic Collection: Populations with Access and Functional Needs](#).
5. University of Kansas Center for Community Health and Development, No Date, [Community Toolbox Section 5: Coalition Building](#).
6. Plan-Writing Guidance
 - 6.1. FEMA, January 2024, [Guide to Developing a Memorandum of Agreement / Memorandum of Understanding](#).
 - 6.2. FEMA, May 2025, Version 3.1, [Developing and Maintaining Emergency Operations Plans: Comprehensive Preparedness Guide \(CPG\) 101](#).
 - 6.3. Wayne County Health Department, 2020, Version 1.3, [Emergency Response Plan](#). Visit page #63 for an example of CMIST use for planning and page #95 for an example Partners List.

7. Montana Partners

- 7.1. MT Department of Health and Human Services (MT DPHHS), [Montana Independent Living Services](#).
- 7.2. [Area Agency on Aging – State Contact List](#).
- 7.3. [Human Resource Development Councils](#) in Montana.
- 7.4. [Orientation and Mobility Direct Service Providers in Montana](#).
- 7.5. MT School for the Deaf and Blind, [Deaf/Hard of Hearing Consultant Map](#) and [Blind/Low Vision Consultant Map](#).
- 7.6. MT DPHHS, [Licensed Childcare Provider Search Tool](#).
- 7.7. MT DPHHS, [State of Montana Aging and Disability Resource Center Resource Directory](#).
- 7.8. Montana 988 Call Centers
 - 7.8.1. [The Help Center, Inc.](#) (Bozeman).
 - 7.8.2. [Voices of Hope](#) (Great Falls).
 - 7.8.3. [Western Montana Mental Health Center](#) (Missoula).

8. Data sources:

- 8.1. National Oceanic and Atmospheric Administration (NOAA), [Climate Mapping for Resilience and Adaptation](#) (CMRA).
- 8.2. White House Council on Environmental Quality, Archived May 2025, [Climate and Economic Justice Screening Tool Version 2.0](#).
- 8.3. U.S. Department of Health and Human Services, ASPR, [HHS emPOWER Map](#).
- 8.4. Centers for Disease Control and Prevention (CDC), [PLACES: Local Data for Better Health](#).
- 8.5. FEMA, [Resilience Analysis and Planning Tool \(RAPT\)](#).
- 8.6. FEMA, [The National Risk Index](#).
- 8.7. Headwaters Economics, [Neighborhoods at Risk Tool](#).
- 8.8. MT DPHHS System Improvement Office / Montana State University Office of Rural Health, [The Montana Local Plans Database](#).

8.9. MT DPHHS, [Community Health Insights](#).

8.10. Public Environmental Data Partners, Version 2.3, [Environmental Justice Screening and Mapping Tool](#).

Unit 3: Communications

1. U.S. Department of Health and Human Services, Office of Minority Health, No Date, [Think Cultural Health Education: Developing Culturally CAPABLE Materials](#).

2. U.S. Department of Health and Human Services, Office of Minority Health, No Date, [Think Cultural Health: Ensuring Culturally and Linguistically Appropriate Crisis Communication](#).

3. [Rocky Mountain ADA Center](#).

4. Alert, warning, and emergency communications

4.1. [Language & Accessibility in Alert & Warning Workgroup](#).

4.2. Everbridge, No Date, [Critical Communication Best Practices for Diverse Populations: Serving Individuals with Access and Functional Needs](#).

4.3. The Warn Room, 2025, [Blogs](#).

4.4. [Map](#) of Montana counties with Text to 911 Accessibility.

5. Interpreting, translation, and captioning

5.1. Montana Accessible Communications, 2025, [Relay Services](#).

5.2. Montana Registry of Interpreters for the Deaf (MRID), 2025, [MT DPHHS Qualified Sign Language Interpreter List](#).

5.3. [Great Falls Interpreting Services](#).

5.4. [DeepL Translate: The world's most accurate translator](#).

3.4 Virtual interpreting resources

5.4.1. [Propio Video-Relay Interpreting \(VRI\)](#).

5.4.2. [Purple VRI](#).

5.4.3. [Sorenson VRI](#).

6. Plain language

6.1. U.S. General Services Administration, 2025, [PlainLanguage.Gov](#).

6.2. U.S. Centers for Medicare and Medicaid Services (CMS), September 2024, [Guidelines for Effective Writing](#).

6.3. [Center for Plain Language](#), 2025.

6.4. U.S. Department of Defense, February 2020, [Plain Language Online Training](#) [Video].

6.5. Readability checkers

6.5.1. Microsoft Word built-in feature to check grade level and Flesch-Kincaid score. With your Word doc open, click on Home tab, then Editor. You'll find scores for clarity, conciseness, and formality.

6.5.2. [Flesch Kincaid Calculator | Good Calculators \[goodcalculators.com\]](#). Enter your text, and get Flesch-Kincaid grade level, reading level, and a reading ease score.

6.5.3. [Readable.Com](#). Free version is limited to a certain number of words. Requires a subscription for all features; the lowest paid version is \$48/annually.

6.5.4. [Hemingway App](#). The free version can be used without an account or login, but you won't be able to save your work. Paid version is a one-time payment of \$19.99

7. Accessible design

7.1. World Wide Web Consortium, 2025, [WCAG 2 Overview](#).

7.2. U.S. General Services Administration Section508.Gov, No Date, [Create Accessible Digital Products](#).

7.3. Keep Indiana Learning, 2021, "[Make Your Presentations Accessible to Blind and Visually Impaired Learners](#) [YouTube Video].

7.4. State of Minnesota, 2024, [Accessibility Guide for Interactive Web Maps](#).

4.5 Tools to check accessibility

7.4.1. [WebAIM](#).

7.4.2. [Emojipedia](#): Free source to find and check descriptions for device-approved emojis.

7.4.3. [SiteImprove](#).

7.4.4. [NV Access](#) (free screen reader software).

Unit 4: Transportation and Evacuation

1. MT DPHHS, 2025, [Public Transportation Coordination](#) and Montana Department of Transportation, 2025, [Montana Public Transportation Systems](#).

2. Tekway by StrongGo, No Date, [ADA Standards for Private Accessible Transportation](#).
3. American Association of People with Disabilities, No Date, [Equity in Transportation for People with Disabilities](#).
4. June Isaacson Kaies, 2018, [Emergencies Registries](#) and September 2023, [Beyond Registries: Better Solutions for People with Disabilities](#).
5. Colorado Division of Homeland Security and Emergency Management, April 2025, [Integrating Access and Functional Needs into Emergency Management: Transportation and Evacuation Guidebook \[Draft\]](#).
6. California Governor's Office of Emergency Services, No Date, [Integrated Evacuation Planning for Jurisdictions and Individuals with Access and Functional Needs](#) [see OES Transportation Agreement Checklist on page 24-25 for guidance on topics to cover with partners and in MOUs].

Unit 5: Sheltering

1. U.S. Department of Justice, July 2007, [ADA Checklist for Emergency Shelters](#).
2. FEMA, July 2022, [How to Develop Agreements for Mass Care Services: A Guide for State, Local, Tribal, and Territorial Governments and Non-Governmental Organizations](#).
3. FEMA, November 2020, [Guidance on Planning for the Integration of Functional Needs Support Services in General Population Shelters](#).
4. FEMA, No Date, [Guidance on Planning for Personal Assistance Services in General Population Shelters](#) and December 2020, Addendum [to Mass Care/Emergency Assistance Pandemic Planning Considerations]: [Delivering Personal Assistance Services in Congregate and Non-Congregate Sheltering](#).
5. National Mass Care Strategy, April 2024, [Sheltering: Sensory Items](#).
6. Service animal information
 - 7.1 U.S. Department of Labor, Office of Disability Employment Policy, No Date, [Aiding Individuals with Service Animals During an Emergency](#).
 - 7.2 MCA 49-4-214, [49-4-214. Right to be accompanied by service animal – identification for service animals in training, MCA](#).
 - 7.3 MCA 49-2-304, [49-2-304. Discrimination in public accommodations, MCA](#).
 - 7.4 MCA 49-3-101, [49-3-101. Definitions, MCA](#).

7. Glasses and hearing aid replacements

8.1 American Red Cross, [VSP Eyes of Hope](#). Provides low or no-cost glasses and hearing aid replacements; contact American Red Cross for more information.

8.2 [Montana Lions Club District 37](#) (covers the state with 59 Lions Clubs) .

8. Durable medical equipment and assistive device loans

8.1. [Montana Accessible Communications](#) (previously MTAC).

8.2. [Montana Centers for Independent Living](#).

8.3. The University of Montana Rural Institute for Inclusive Communities, [MonTECH](#). Has [3,500 pieces of equipment](#) for loan; can also source accessible communications technologies, design translator boards and accessible communications products; provide technology demonstrations; and consults on communications plans.

8.4. [Veteran's Food Pantry](#) (Kalispell) - DME loans.

8.5. [Bozeman Low Vision Center](#): Loans for people who are blind or have low vision.

8.6. [Norco Medical](#) (Missoula): Loan closet for Montanans with ALS.

Unit 6: Recovery

1. Montana Board of Housing, 2008, [MontanaHousingSearch.Com](#). Search tool funded by the Department of Commerce to locate affordable housing, including accessibility features.

2. FEMA, Second Edition, June 2016, [National Disaster Recovery Framework](#).

Unit 7: Training Exercises Preparedness

1. Northwest Center for Public Health Practice, No Date, [Inclusive Just in Time Training Module](#) [for Public Health Departments].

2. U.S. Department of Health and Human Services, No Date, [Think Cultural Health: Cultural Competency Program for Disaster and Emergency Management](#) [Training, includes CEUs).

3. Federal Emergency Management Agency (FEMA), December 2011, [A Whole Community Approach to Emergency Management: Principles, Themes, and Pathways for Action](#).

4. June Isaacson Kailes, 2020, Edition 2.0, [Guidance for Integrating People with Disabilities in Emergency Drills and Exercises](#).

5. Emergency Health Profile Association, 2025, [RapidSOS Emergency Health Profile](#). Allows people to share personal information with 911 in an emergency.