



## NATIONAL FIRE PROTECTION ASSOCIATION

The leading information and knowledge resource on fire, electrical and related hazards

### Community Service Organization Template

A community service profile describes the types historical services provided by community and nongovernmental partners and should include the service capabilities of those partners. Examples include senior citizens advocacy groups, mental health organizations, faith based charities, and the Red Cross (NFPA 1300, 2020). These groups may be able to help with a Community Risk Assessment (CRA) in a number of ways, including but not limited to sharing community data, providing sponsorships, integrating educational messages into their services, and partnering to conduct Community Risk Reduction (CRR) activities.

This form is designed to help catalogue the information about community service groups in your area that may be able to help with your CRA. It is organized by the following fields:

- 1. Name of the organization**
- 2. Service provided** – Be specific about the services and resources that the organization provides. You may also want to note if there are any restrictions associated with their service, such as requiring identification, a professional referral, or an appointment, as well as the days and times they operate. Having these details on hand will enable you best serve your residents.
- 3. Who they serve** – List the specific populations and/or qualities of the population served by the organization. Many groups provide specialized services for a limited group of people. Eligibility may be determined by age, gender, economic status, veteran status, disability status, language spoken, etc. Services may also be limited to people experiencing certain conditions, such as addiction, domestic violence, homelessness, and more. The more specific you are, the more effective and efficient your programs and partnerships will be.
- 4. Areas served** – Many organizations serve select areas or multiple areas, and the boundaries can range between neighborhoods, towns, cities, counties, and districts. Some organizations provide services nationwide. Noting their service area can reduce redundancy, illuminate gaps in service, and increase efficiency.
- 5. Organization type** – Options include non-governmental organization, business, civic organization, non-profit organization, faith-based group, volunteer group, etc. Identifying the type of organization in this template may help you determine what role the community service organization could play in your CRA or CRR activities.
- 6. Website**
- 7. Contact information** – Consider establishing multiple points of contact so organizational changes don't negatively impact your combined efforts.

