

## ECONOMIC RESILIENCE PLANNING CHECKLIST

Communities and economic development organizations can use the Economic Resilience Planning Checklist to assist with planning efforts and to facilitate discussion regarding resilience with key stakeholders.

Market Research	
	Maintains a robust data system concerning the local economy and local businesses.
	Regularly undertakes SWOT (strengths, weaknesses, opportunities, threats) analysis or other evaluation of economic and industry, highlighting specific vulnerabilities or opportunities for growth.
	Demonstrates understanding of best practices in preparedness and recovery for key industries.
Planning	
	References or identifies points of integration between economic development and other planning efforts in the community (i.e., emergency plans, official community plans etc.).
	Demonstrates participation in regional or provincial planning processes for economic resilience as part of a separate economic planning initiative or as part of mitigation or preparedness planning efforts.
	Exhibits evidence of broad or significant stakeholder engagement (including Chambers of Commerce, industry organizations, workforce groups, etc.).
	Provides evidence that vulnerable populations have been adequately engaged and represented in plans.
	Tracks the extent to which plans have been implemented or active projects have been initiated/completed.
Governance	
	Identifies an office or team tasked with managing economic incident response and/or recovery.
	Demonstrates linkages with other relevant provincial and federal economic response and recovery entities.
	Includes or acknowledges the role of non-profit organizations, volunteer organizations, community foundations, and non-traditional lenders to support resiliency building and recovery efforts.
	Includes an assessment of community organizations and their ability to manage and contribute to post-disaster recovery programming.
	Cultivates public-private partnerships to foster mutual support for economic development goals.

Finance	
	Identifies resources to incentivize economic disaster mitigation planning and preparedness.
	Identifies resources for economic disaster response and recovery for public and private sector services.
	Identifies funding mechanisms for post disaster small business financing.
	Maintains a program to promote adequate insurance coverage for local businesses.
	Identifies strategies for financing resilience initiatives.
Infrastructure	
	Includes a plan for maintaining/upgrading critical infrastructure and the resulting impact on the business community.
	Identifies interface between critical infrastructure organizations (e.g. Sask Power) and economic development organizations.
	Contains a strategy or plan for rapid return of utilities following a disaster.
	Includes a strategy for alternate transportation routes and logistics for economic activity.
Procurement Strategies	
	Includes a strategy to identify local procurement opportunities following disasters.
	Has a strategy for encouraging procurement training for local businesses and encouraging local businesses to register as approved vendors for local, provincial and federal procurement processes.
	Has preliminary marketing plan for promoting local businesses during an economic recovery.
	Has strategy for maintaining supply chain access for local businesses following disasters.
Business Continuity and Risk Management	
	Has a program in place promoting/assisting local businesses in preparing business continuity plans.
	Has a program in place promoting good record keeping in order to access business recovery resources.
	Has a program in place promoting generators and other private forms of energy and water access.
	Has plan for providing short-term space for affected businesses.
	Has plan in place to relax or streamline permitting and zoning bylaws to encourage quick return of businesses.
Workforce Support	
	Identifies programs for workforce education and skills training for a more flexible and adaptable workforce.
	Identifies labor placement agencies and private sector firms that may be required to fill labor gaps and reduce unemployment due to workforce displacement after a disaster or other economic disruption.

	Promotes personal financial literacy or other programs to encourage savings and other practices for workforce members.
	Promotes disaster preparedness and planning for households.
	Identifies the workforce sectors that are most vulnerable to displacement from various types of economic disruption.
	Discusses commuting patterns and identifies the extent to which the local economy is dependent on bringing in employees from other communities, or residents commuting to other communities for employment.
	Accounts for the vulnerabilities posed to the workforce by transportation, schools and other critical infrastructure outages.
	Has a program in place to educate employers on public and private resources available to support workforce preparedness and post-disaster assistance.
<b>Economic Diversification</b>	
	Recognizes extent to which the local economy is dependent on a single or few industries.
	Indicates activities or partnerships for attracting or developing new businesses.
	Considers the hazards posed by targeted growth industries or existing economic drivers within the community.
	Considers the vulnerabilities or methods of risk avoidance for key industry sectors.
	Considers the natural hazard vulnerabilities of commercial development sites.
	Demonstrates the ability to understand trends and identify activities for innovation and developing competitive advantages in current industries.
	Recognizes industry interdependencies and potential opportunities for enhancing supply chain resilience.
	Promotes the development of enterprises and technologies that support disaster preparedness and recovery.
<b>Counseling and Technical Assistance</b>	
	Identifies presence of adequate personal and business counseling professionals.
	Demonstrates connection between counseling programs and the ability for businesses to access capital.
	Has an existing business retention and expansion (BRE) program as well as strategies to assist businesses in distress.
<b>Communication Systems</b>	
	Identifies processes/mechanisms (e.g., business recovery centre) for communicating with businesses in the aftermath of a disaster.
	Has produced or distributed a resource guide for disaster-mitigation and post-disaster recovery for local businesses.