

Last Updated May 28, 2020

How to Use This Toolkit

Cities, towns, and villages are on the frontlines of keeping employees, residents, and visitors safe. As communities rapidly respond to COVID-19, begin exploring reopening efforts, and start forecasting long-term recovery efforts, it is important to remember that municipalities are not alone. External resources like employee associations, federal government agencies, and expert organizations are ready and willing to help municipal governments in their efforts to reopen safely. The goal of this toolkit is to help local governments sift through this breadth of resources and focus their efforts to determine safety, needs and timeline if making the decision to reopen.

NOTE to users of this guide: this set of documents is meant to be practical and adaptable to your local community. Please download the checklists and guides in this toolkit and customize them to fit the context in your community.

The toolkit covers a wide range of topics to help you create a roadmap to reopening, including:

- Step-by-step guides for setting up a task force to consider reopening municipal building and resuming some on-site operations.
- Understanding how to assess the risk for opening non-essential businesses.
- Ways to deploy a communication strategy to ensure up to date information reaches all residents.
- Prioritize equity to ensure actions in support of vulnerable populations taken pre-COVID-19 are sustained.

The National League of Cities (NLC) plans to make regular updates to our resources section at covid19.nlc.org -- including this toolkit. Information in this toolkit includes NLC staff generated content and resources from our State Municipal Leagues and Risk Pools. NLC would love to learn more about how re-opening efforts are working in your municipality.

We know that you and your team are on the front lines of responding to the COVID-19 pandemic. If there is anything the National League of Cities can do to further assist you in your response and reopening efforts, please feel free to contact us at covid19@nlc.org.

Disclaimer: Please note that the information contained in this NLC toolkit is not meant to serve as a replacement for the most up to date health information from

the Center for Disease Control and/or your local health department. When making decisions about how and when to reopen your public facilities and municipal services – your local health official should be your first and primary source of information