



FEMA

MPP User Registration Process

Last Updated: 6/21/2016

RiskMAP
Increasing Resilience Together



Process Overview

- Mitigation Planning Portal (MPP) is a system for FEMA's Headquarters and Regional Mitigation Planners to track community Mitigation Plan status and generate reports
- Registration process:
 1. User registers on the MPP website
 2. MIP Help receives the user registration and contacts the designated Regional or HQ POC to approve access
 - If MIP Help does not receive a reply within **two** business days, they contact the HQ Escalation POC
 3. The new user receives a confirmation email from MIP Help with their temporary password
 4. New user logs in with their temporary password, and updates it
- Questions? Email MIPHelp@riskmapcds.com

Get Started: Request an Account

- To request an MPP account, follow these steps:
 - Go to www.hazards.fema.gov/mitigation
 - Click the “Register” link
 - Fill out the required information
 - MPP Role: Read/write users can edit plan information, and read only users can only view data
 - All users have full access to view data from all regions using the MPP Reporting System
 - Click ‘Register’ to submit your request
- New users can expect their account to be processed within 1 - 5 business days
- If access is denied by the Regional or Headquarters POC, MIP Help will alert the requestor to contact their Regional POC

* indicates a required field

Request Registration

*First Name

*Last Name

*E-mail Address

*User Group

*Organization Type MPP

*MPP Role

*Challenge Question

*Challenge Answer

Register Cancel

Regional POC

MIP Help will contact these individuals for approval to create MPP user accounts

Region	Name	Email
1	Lavallee, Denise	Denise.Lavallee@fema.dhs.gov
2	Smith, Seymour	Seymour.Smith@fema.dhs.gov
3	McCullough, Matt	Matthew.McCullough@fema.dhs.gov
4	Byers, Linda	Linda.Byers@fema.dhs.gov
5	Smith, Tom	Thomas.Smith6@fema.dhs.gov
6	Gammon, Penny	Penny.Gammon@fema.dhs.gov
7	Chandler, Joe	Joe.Chandler@fema.dhs.gov
8	Doherty, Margaret	Margaret.Doherty2@fema.dhs.gov
9	Scordino, JoAnn	JoAnn.Scordino@fema.dhs.gov
10	Holt, Brett	Brett.Holt@fema.dhs.gov
HQ	Burmester, Jenny	Jennifer.Burmester@fema.dhs.gov

HQ and Regional Escalation POC

MIP Help will contact Jennifer Burmester should they not receive a response from the Regional POC within **two** business days

- Jennifer Burmester, Jennifer.Burmester@fema.dhs.gov