



FEMA

# Mitigation Planning Portal (MPP) Tutorial

## Searching for a Plan

*Updated: 5/18/2015*

**RiskMAP**  
Increasing Resilience Together



# Searching

- You can use the search to open and possibly edit an existing plan
- There is no other way to edit a plan
- You can also find a plan and view its details using the MPP Reporting System, but the search is often more efficient
- To begin searching for plans simple click on the **Search** tab in the MPP
- By clicking on the arrow to the right of the search field, you can view a drop-down list with available values
- You cannot search for plans with the status of **Archived**
- View and edit (if you are a read/write user) a plan returned by the search by double clicking on the associated row
- You can sort the results by the values in any of the columns by clicking on the associated column header
- For the **State, District, or Territory** and **Plan Type** fields you may select multiple values

# Searching



Mitigation  
Planning  
Portal

Welcome, mppregion6user of Region 06. ([Logout](#)) [Manage Profile](#)

- Home
- Search**
- Create Plan
- Reports

Search  
Find mitigation plans by entering a least one value into a search field. Some fields may take a few seconds to display data. After entering criteria, select the 'Search' button to view results.

\*State, District or Territory

Community Name

Plan Type

Plan Title

ALL	▲
Arkansas	▢
Louisiana	▢
New Mexico	▼

All	▲
Enhanced State	▢
Enhanced Tribal	▢
Multi-Jurisdiction	▼

**Search** **Reset**

Search Results

# Searching – Regional User

- Regional users can search for plans based on **State, District, or Territory, Community Name, Plan Type, and Plan Title**
- They can only search for plans within their own region. If they need to view plans outside of their region, they can use the MPP Reporting System

\*State, District or Territory

Community Name

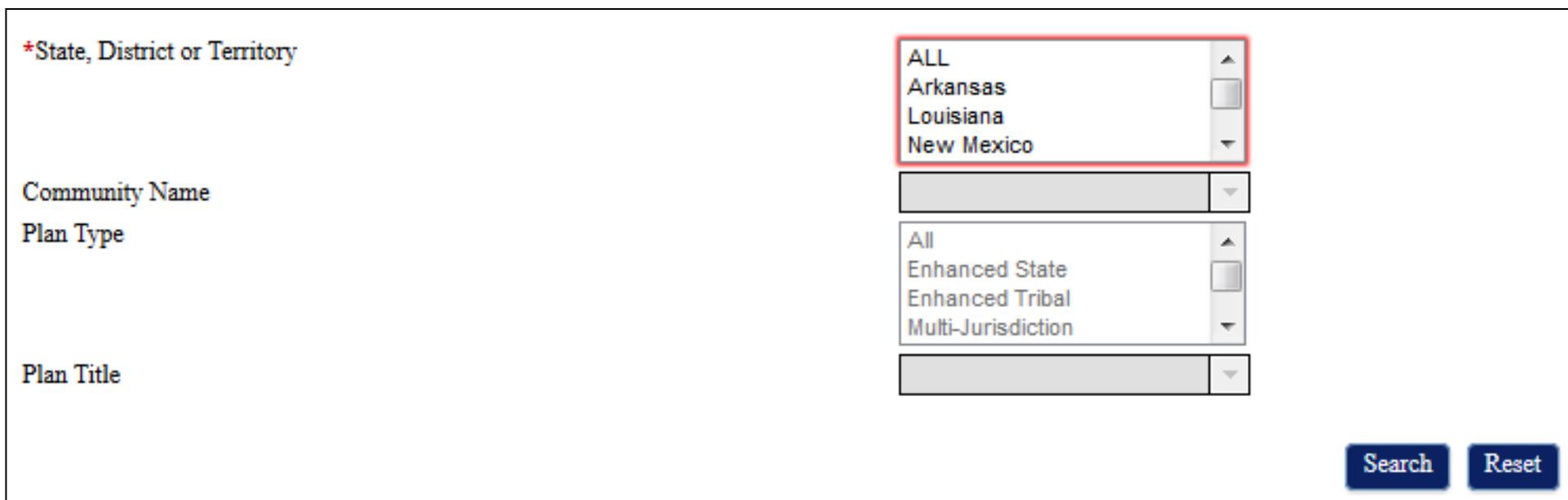
Plan Type

Plan Title

ALL  
Arkansas  
Louisiana  
New Mexico

All  
Enhanced State  
Enhanced Tribal  
Multi-Jurisdiction

Search Reset



# Searching – Headquarters User

- HQ users can search for plans based on **Region, State, District, or Territory, Community Name, Plan Type, and Plan Title**
- They can search for plans from all regions

*Region	<input type="text"/>
State, District or Territory	<input type="text"/>
Community Name	<input type="text"/>
Plan Type	<input type="text" value="All"/> Enhanced State Enhanced Tribal Multi-Jurisdiction
Plan Title	<input type="text"/>

# Searching – Example

We are going to find the plan for Atlantic County in New Jersey as a Headquarters user

Select the **Search** tab

\* indicates a required field

Home **Search** Reports

### Number of Plans by Plan Status

Status	Region 1	Region 2	Region 3	Region 4	Region 5	Region 6	Region 7	Region 8	Region 9	Region 10	Totals
Plan in Progress	0	69	1	0	0	0	2	0	0	0	72
Approved	9	56	19	16	19	0	36	13	0	251	419
In Review	0	27	1	2	0	0	9	2	0	14	55
Expired	0	26	1	4	0	0	5	0	0	108	144
Awaiting Revisions	0	14	0	0	0	0	3	0	0	11	28
APA	0	5	0	1	2	0	4	5	0	9	26
Amending	0	0	0	0	0	0	2	0	0	0	2

### Number of Jurisdictions by Jurisdiction Status

Status	Region 1	Region 2	Region 3	Region 4	Region 5	Region 6	Region 7	Region 8	Region 9	Region 10	Totals
Approved	22	813	669	166	64	200	30	78	0	915	2957
APA	0	297	184	28	13	33	13	40	0	101	709
Expired	0	1273	40	13	0	318	2	0	0	390	2036
In Review	0	89	17	4	2	23	3	18	0	23	179
Awaiting Revisions	0	589	0	0	0	0	13	0	0	68	670

### Population Coverage

	Region 1	Region 2	Region 3	Region 4	Region 5	Region 6	Region 7	Region 8	Region 9	Region 10
Percent of Population covered by Approved and APA Plans	0.00%	20.28%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

# Searching – Example

Enter Region 2 in the Region field

Search

Find mitigation plans by entering a least one value into a search field. Some fields may take a few seconds to display data. After entering criteria, select the 'S' button.

\*Region  
State, District or Territory

Community Name

Plan Type

Plan Title

Search Results

ALL  
Region 1  
Region 2  
Region 3  
Region 4  
Region 5  
Region 6  
Region 7  
Region 8  
Region 9  
Region 10

Search Reset

# Searching – Example

Enter New Jersey in the **State, District or Territory** field

**Search**  
Find mitigation plans by entering a least one value into a search field. Some fields may take a few seconds to display data. After entering criteria

*Region	Region 2
State, District or Territory	New Jersey New York Puerto Rico Virgin Islands
Community Name	
Plan Type	All Enhanced State Enhanced Tribal Multi-Jurisdiction
Plan Title	

[Search](#) [Reset](#)

Search Results

# Searching – Example

## Enter Atlantic County in the **Community Name** field

- Search -  
Find mitigation plans by entering a least one value into a search field. Some fields may take a few seconds to display data. After entering criteria

\*Region

Region 2

State, District or Territory

New Jersey  
New York  
Puerto Rico  
Virgin Islands

Community Name

Plan Type

Andover borough  
Andover township  
Annandale CDP  
Asbury CDP  
Asbury Park city  
Ashland CDP  
Atlantic City city  
Atlantic County  
Atlantic Highlands borough  
Audubon Park borough  
Audubon borough

Plan Title

h Reset

- Search Results -

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# Searching – Example

Click the **Search** button

**Search**

Find mitigation plans by entering a least one value into a search field. Some fields may take a few seconds to display data. After entering criteria, s

\*Region

State, District or Territory   
New York  
Puerto Rico  
Virgin Islands

Community Name

Plan Type   
Enhanced State  
Enhanced Tribal  
Multi-Jurisdiction

Plan Title

**Search Results**

# Searching – Example

## View the search results

Search

Find mitigation plans by entering a least one value into a search field. Some fields may take a few seconds to display data. After entering criteria, select the 'Search' button to view results.

\*Region

State, District or Territory   
New York  
Puerto Rico  
Virgin Islands

Community Name

Plan Type   
Enhanced State  
Enhanced Tribal  
Multi-Jurisdiction

Plan Title

Search Results

Plan Title	Plan Type	State, District or Territory	Plan Status
Atlantic County	Multi-Jurisdiction	New Jersey, New York	Approved
Test 134 Plan	Enhanced State	New Jersey	Awaiting Revisions