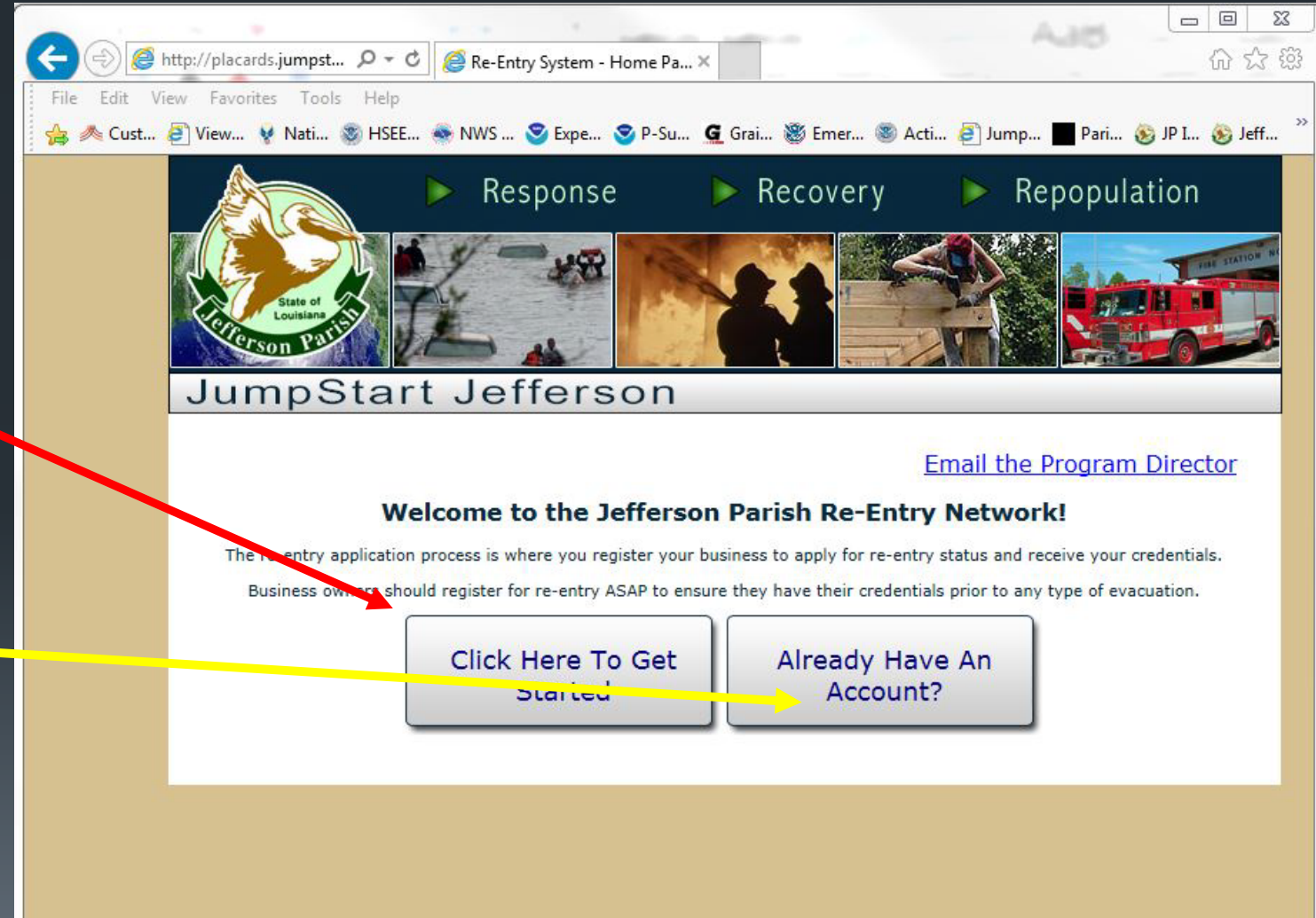


Jefferson Parish Re-Entry Program – Application & Renewal Process

- The 2020-2021 Placards expired 12/31/2021. Renewal application is now open
- Renewal decals will be issued for pickup as the application is renewed
 - Same process as new application; where email will be sent to pick up at either EB or WB Pick up location.
 - Instructions will be provided with renewal decals.

Jefferson Parish Re-Entry Program – Application & Renewal Process

- Go to the JumpStart Jefferson website.
- <http://www.jumpstartjefferson.com/>
- For new applicants use the “Click Here To Get Started” button.
- Renewals will use the “Already Have An Account”



The screenshot shows a web browser window displaying the JumpStart Jefferson website. The browser's address bar shows the URL <http://placards.jumpst...>. The website header features the Jefferson Parish logo on the left and navigation links for "Response", "Recovery", and "Repopulation" on the right. Below the header is a banner with five images: a duck, a boat on water, two firefighters, a person working with wood, and a fire truck. The main content area has the heading "JumpStart Jefferson" and a link to "Email the Program Director". A welcome message reads: "Welcome to the Jefferson Parish Re-Entry Network! The re-entry application process is where you register your business to apply for re-entry status and receive your credentials. Business owners should register for re-entry ASAP to ensure they have their credentials prior to any type of evacuation." At the bottom, there are two buttons: "Click Here To Get Started" and "Already Have An Account?". A red arrow points from the text "Click Here To Get Started" in the list to the "Click Here To Get Started" button. A yellow arrow points from the text "Already Have An Account" in the list to the "Already Have An Account?" button.

Jefferson Parish Re-Entry Program – New Application Process

- Follow the User Registration Process.
- COMPLETE THE REQUESTED INFORMATION FULLY.
- Once your application is complete you will receive an automated email informing you if your application has been initially approved.

The more information you provide under the “User Justification” will assist in a decision as to your request for a specific Tier or number of placards.

While you may request a specific Tier, you are not guaranteed to receive that Tier, the decision is made by the Emergency Management Department upon review and in coordination with the Parish’s Emergency Operations Plan.

Jefferson Parish

Re-Entry Program – Tier Explanation

- **Tier 1** includes primary critical infrastructure companies, major utility companies, pre-designated staff of other parish/municipal agencies and offices, and pre-designated government contractors and their subcontractors who provide critical services to the parish, municipal governments, and state, federal, or other public agencies.
- * **CANNOT APPLY DIRECTLY FOR TIER 1**
- **Tier 2** includes: (a) Core Assessment Teams of major employers and other businesses that are determined by the Parish President to be essential to the return of residents and/or to the economic vitality of the parish; (b) Recovery Teams of select businesses with unique circumstances (fragile inventory, designated hazardous waste facility, world-wide distribution, large workforce, multiple-parish service area, major plants, refineries, and manufacturers, etc.) and that have the capacity to be self-sufficient; and (c) Humanitarian Relief Agencies and their workers.
- * **TIER 2 and HIGHER SHOULD BE SELF SUFFICIENT**
- **Tier 3** provides for re-entry of business owners and their designated recovery and JumpStart employees, whose businesses have been determined by the Parish President to be essential to the imminent return of residents and/or to the economic vitality of the parish. Family members may be allowed to re-enter with a credentialed family member at the discretion of the Parish President, based on parish conditions.

Jefferson Parish Re-Entry Program – Renewal Process

[Email the Program Director](#)

User Registration

This page allows you to manage your user account so that you can apply for credentials and come back to manage your business information. Please fill the form below and when you have completed all fields click "Submit". After completion you will be able to manage your business and contact information.

Personal Information

Prefix:

First Name:

Middle Name:

Last Name:

Suffix:

Title/Position:

Address Information

Home Address:

Home Address 2:

City:

State:

Zip:

Contact Information

Phone:

Alternate Phone:

Cell Phone:

Cell Phone Provider:

By supplying your cell phone number, we will be able to send you SMS alerts in the event of an emergency. Standard text message rates apply.

Email Address:

Account Credentials

UserName:

[Change Password](#)

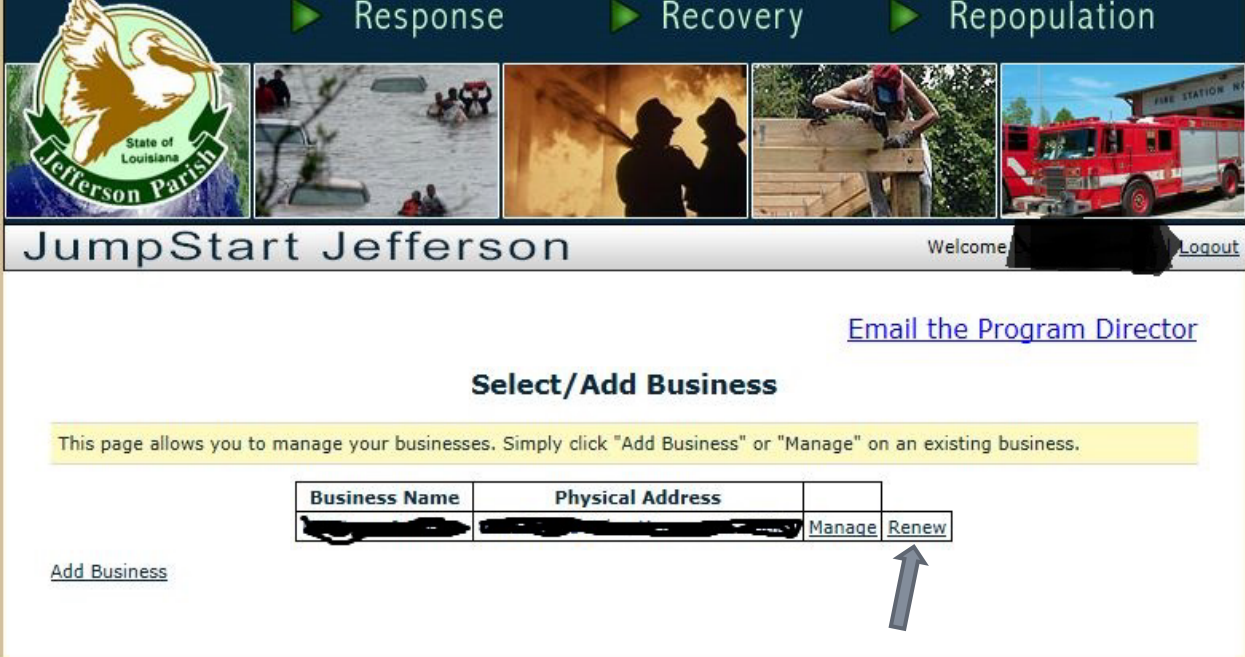
Cancel

Continue

- The next series of screens will request to verify and update information.
- Click continue once complete.

Jefferson Parish Re-Entry Program – Renewal Process

- Once you log in if your placards are expired, you will see the option to “renew” on the first screen with your business name and address.



Response Recovery Repopulation

State of Louisiana
Jefferson Parish

JumpStart Jefferson

Welcome [Redacted] Logout

[Email the Program Director](#)

Select/Add Business

This page allows you to manage your businesses. Simply click "Add Business" or "Manage" on an existing business.

Business Name	Physical Address	
[Redacted]	[Redacted]	Manage Renew

[Add Business](#)

Jefferson Parish Re-Entry Program – Renewal Process

Email the Program Director

Business Registration

This page allows you to manage your business information. Please fill the form below and when you have completed all fields click "Submit". After completion you will be able to manage your contact information.

Business Information

Business Name: [REDACTED]

Occupational License #: [REDACTED]

By not supplying your occupational license number, there will be a delay in the processing of your application.

Industry: [REDACTED] ▼

Phone: [REDACTED]

Address Information

Physical Address: [REDACTED]

Physical Address 2: [REDACTED]

City: [REDACTED]

State: [REDACTED] ▼

Zip: [REDACTED]

Mailing Address: [REDACTED]

Mailing Address 2: [REDACTED]

City: [REDACTED]

State: [REDACTED] ▼

Zip: [REDACTED]

Continue

- The next series of screens will request to verify and update information.
- Click continue once complete.

Jefferson Parish Re-Entry Program – Renewal Process

[Email the Program Director](#)

Business Contacts Registration

This page allows you to manage your business contacts. Simply click "Add Contact" or "Edit" on an existing contact and complete the information requested for the contact and then click "Submit".

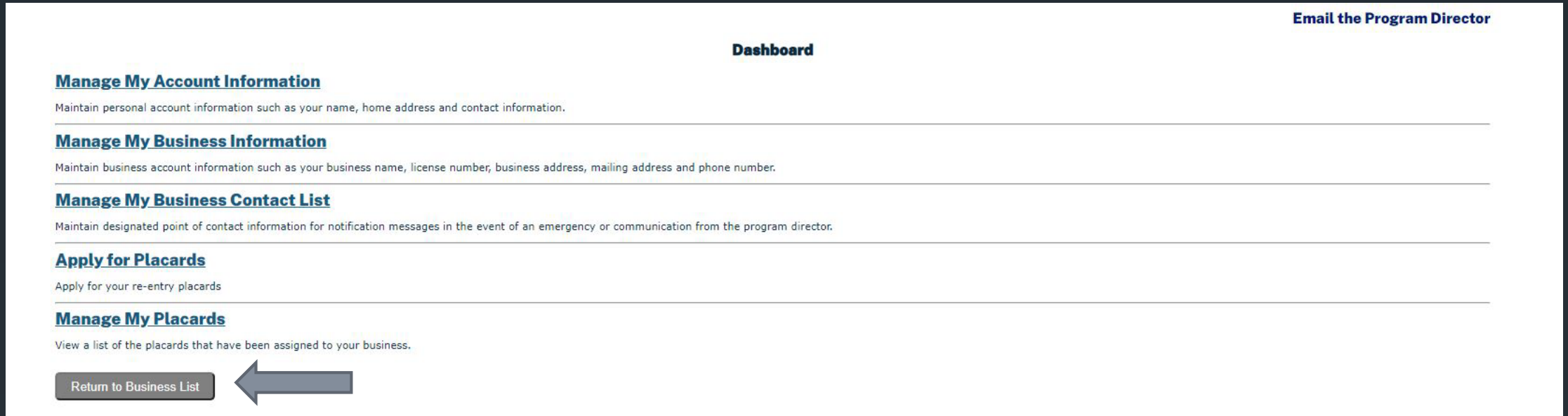
You must enter the main contact for your organization such as the CEO, President or other officer. You must enter at least one contact listed as the emergency 24/7 contact to proceed to the application.

Contact Name	Email Address	Phone	Alternate Phone	Cell Phone	Cell Phone Provider		
██████████	██████████	██████████		██████████	██████████	24/7 Emergency Contact	Edit Delete

[Add Business Contact](#)

- There must be a 24-hr contact listed... the application will not go forward if this is deleted.
- Click continue once complete.

Jefferson Parish Re-Entry Program – Renewal Process



The screenshot shows a dashboard interface for the Jefferson Parish Re-Entry Program. At the top right, there is a link that says "Email the Program Director". The main heading is "Dashboard". Below this, there are five sections, each with a blue underlined title and a brief description:

- Manage My Account Information**: Maintain personal account information such as your name, home address and contact information.
- Manage My Business Information**: Maintain business account information such as your business name, license number, business address, mailing address and phone number.
- Manage My Business Contact List**: Maintain designated point of contact information for notification messages in the event of an emergency or communication from the program director.
- Apply for Placards**: Apply for your re-entry placards.
- Manage My Placards**: View a list of the placards that have been assigned to your business.

At the bottom left of the dashboard, there is a button labeled "Return to Business List" with a grey arrow pointing to the left towards it.

- Once back at dashboard, you will need to select “Return to Business List” to continue renewal process.

Jefferson Parish Re-Entry Program – Renewal Process

- You will need to select Renew option.

Response Recovery Repopulation

State of Louisiana
Jefferson Parish

JumpStart Jefferson Welcome [Redacted] Logout

[Email the Program Director](#)

Select/Add Business

This page allows you to manage your businesses. Simply click "Add Business" or "Manage" on an existing business.

Business Name	Physical Address	
[Redacted]	[Redacted]	Manage Renew

[Add Business](#)

Jefferson Parish Re-Entry Program – Renewal Process

- Once you select “Renew” you will see this screen, from here you will select the placards you wish to renew and click “Submit.”
- Any placard not checked will be deleted and replaced/ re-issued

Response Recovery Repopulation

JumpStart Jefferson Welcome [redacted] Logout

[Email the Program Director](#)

Expired Placard Renewal

This page allows you to submit the expired placards for renewal. Simply verify that you still have all the listed placards and Click "Submit". If you are missing any of the listed placards please unselect it before clicking "Submit".

Clicking submit indicates that you have verified that all the selected placards are accounted for.

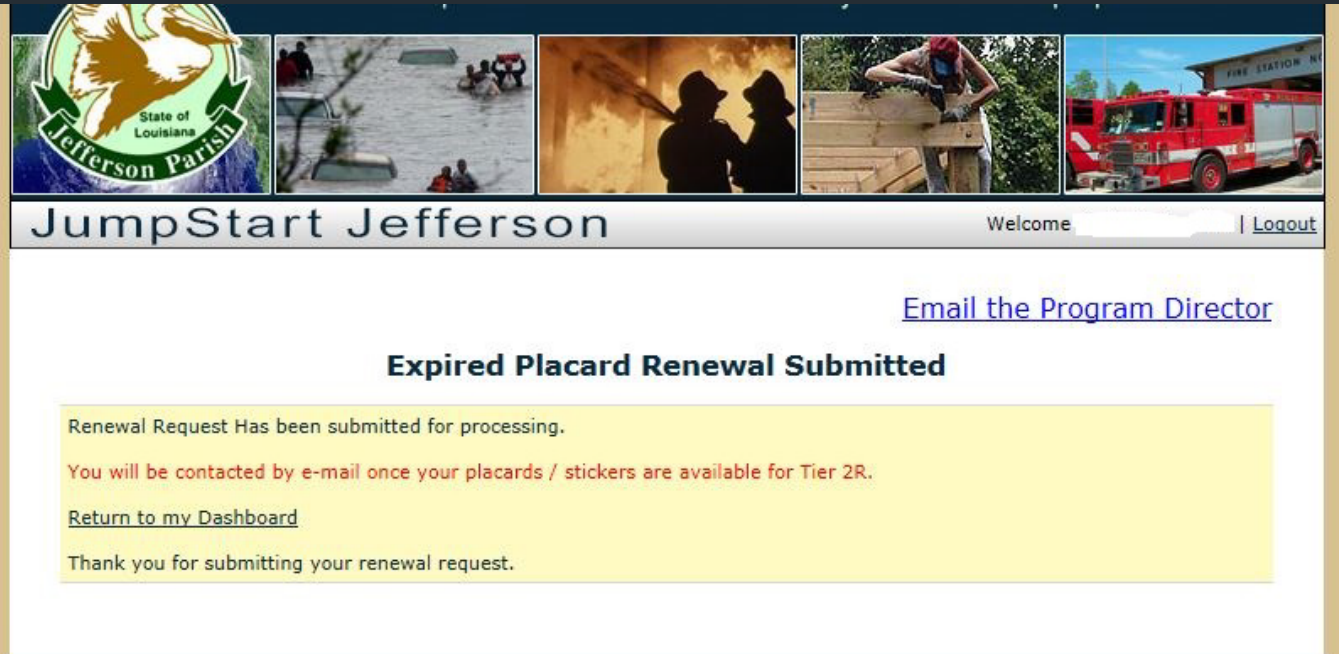
Tier	Serial Number	Assigned to	Type	Status	<input checked="" type="checkbox"/>
2	[redacted]		2016 - 2017 Placard	Expired	<input checked="" type="checkbox"/>
2	[redacted]		2016 - 2017 Placard	Expired	<input checked="" type="checkbox"/>
2	[redacted]		2016 - 2017 Placard	Expired	<input checked="" type="checkbox"/>
2	[redacted]		2016 - 2017 Placard	Expired	<input checked="" type="checkbox"/>
2	[redacted]		2016 - 2017 Placard	Expired	<input checked="" type="checkbox"/>
2	[redacted]		2016 - 2017 Placard	Expired	<input checked="" type="checkbox"/>
2	[redacted]		2016 - 2017 Placard	Expired	<input checked="" type="checkbox"/>
2	[redacted]		2016 - 2017 Placard	Expired	<input checked="" type="checkbox"/>
2	[redacted]		2016 - 2017 Placard	Expired	<input checked="" type="checkbox"/>
2	[redacted]		2016 - 2017 Placard	Expired	<input checked="" type="checkbox"/>

Submit Cancel

ENSURE that you click the check boxes to request renewal of those placards

Jefferson Parish Re-Entry Program – Renewal Process

- This screen will indicate your request has been received and is being processed, you will receive an email notification that your placards will be available to be picked up. Under normal circumstances that will be within, approximately 14 business days.



The screenshot displays the JumpStart Jefferson website interface. At the top, there is a navigation bar with the text "JumpStart Jefferson" on the left, "Welcome" in the center, and a "Logout" link on the right. Below the navigation bar, there is a row of five small images: the Jefferson Parish logo, a group of people on a boat, two firefighters, a person working with wood, and a fire truck. The main content area features a blue link "Email the Program Director" and a bold heading "Expired Placard Renewal Submitted". A yellow message box contains the following text: "Renewal Request Has been submitted for processing.", "You will be contacted by e-mail once your placards / stickers are available for Tier 2R.", a blue link "Return to my Dashboard", and "Thank you for submitting your renewal request."

Jefferson Parish Re-Entry Program – Frequently Asked Questions???

- I forgot my User Name & or Password.
 - Click the “Email the Program Director” and provide your company name & the contact name.
- Do I have to Assign the Placards?
 - Yes, you should assign your placards in the system to your employees. This way when you request renewals, you have a justification for retaining the number you requested.
- When do my placards expire?
 - Placards expire on December 31st of the second year listed on the placard.
- Will I receive a notice when my placards expire?
 - No, it is up to you or your company to ensure your placards are valid.
- Can I request more placards in the same Tier?
 - Once you make your initial request, you can't request more in the same Tier through the application process. You can request additional placards in a lower Tier or send an email to the administrator to request additional placards at the same Tier with valid justification.
- I requested Tier 2 why was I given Tier 3 placards?
 - Tier assignment and the number of placards is approved based upon several factors including but not limited to type of industry, emergency contracts, size of workforce, etc. Businesses are assigned to a specific Tier to provide the most assistance to the parish as a whole to prepare to allow the population to return.



Jefferson Parish Re-Entry Program – Program Manager

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Questions???