

Jefferson Parish Re-Entry Program

Application & Renewal Process



Getting Started

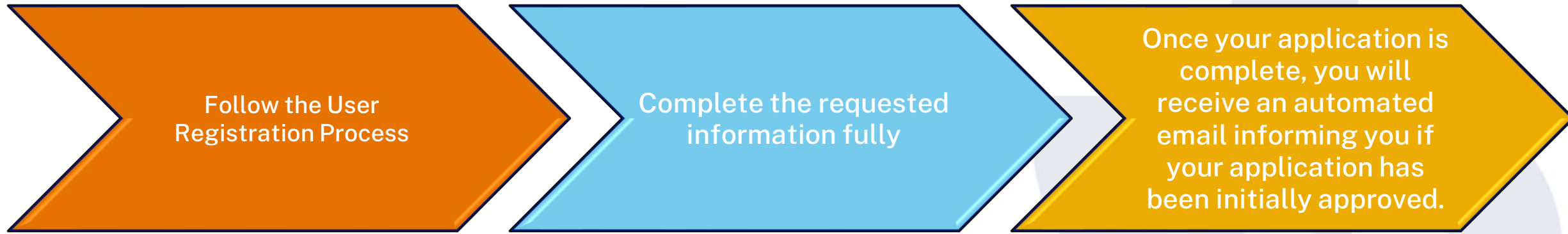
Go to JumpStart
Jefferson website:

www.jumpstartjefferson.com

For new applicants, use
the “Click Here To Get
Started” button

For those that need to
renew their placard,
use the “Already Have
An Account” button

New Application Process



- 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.

Tier Explanation

- Tier 1 include 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.

Renewal Process

Step 1

Once you log in, you will have the option to update any information on the 'User Registration' page. Once complete, click the 'continue' button.

Step 2

If your placards are expired, you will see on the 'Select/Add Business' page, the option to 'renew' listed next to your business name and address.

Step 3

You will be brought to the 'Business Registration' page, where you can update your business information, if necessary. Click 'continue' once completed.

Step 4

You will then be brought to the 'Business Contacts Registration' page. On this page, there must be a 24-hour contact listed. The application will not go forward if this is deleted or left empty. Click 'continue' once completed.

Step 5

You will be brought back to the main dashboard in order to continue the renewal process. Click 'Return to Business List' to begin the renewal process.

Step 6

You will be brought back to the 'Select/Add Business' page, click the 'Renew' button to continue.

Step 7

On this page, you will see a list of your business placards. From here, you will select the placards you wish to renew and click 'submit.' Please note: any placard not checked will be deleted and replaced/re-issued.

Step 8

The next screen, 'Expired Placard Renewal Submitted,' will indicate your request has been received and is being processed. You will receive an email notification when your placard(s) will be available for pickup; under normal circumstances, that will be within approximately 14 business days.

Frequently Asked Questions:

- 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 assignments and the number of placards is approved based upon several factors, including but not limited too: 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

- Kevin Woods
- 504-349-5360
- KWoods@JeffParish.net



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