Unit 2 – Use the Reference Library

Overview.....2

Task 1: Access the Reference Library on the NEMIS Intranet 3

Task 2: Access the Reference Library from NEMIS-MT.....6

Overview

NEMIS historically provided a means of storing documents and data in the Reference Library. While the ability to store documents in the Reference Library has been removed, users can still access these historic documents and data. Over the years FEMA Headquarters and Regional Mitigation offices have added policy memos, reports, and other references to the library some of which may still be pertinent.

This unit describes the two ways you can access the Reference Library:

- On the NEMIS Intranet
- Within the NEMIS-MT Module

NOTE

A user ID and password with access to the NEMIS-MT module does not allow the user to make modifications within the Reference Library. The user however, is able to view documents already contained within the Reference Library.

HINT

Information on the Hazard Mitigation Grant Program (HMGP) and the other Hazard Mitigation Assistance (HMA) programs is available on the Federal Insurance and Mitigation Administration (FIMA) page of the FEMA website. On the FIMA page, click the Programs link. From the list of programs, click the program you need additional information on.

Task 1: Access the Reference Library on the NEMIS Intranet

1. From within the FEMA Intranet, enter https://nemis.fema.net/nemis/ in your browser address bar. The NEMIS Resource Center Main Page is displayed (Figure 2-1).

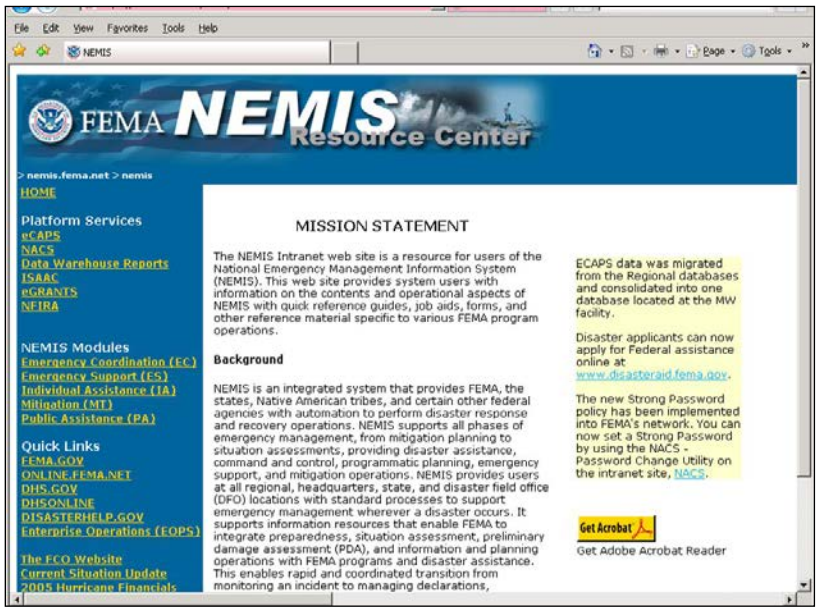


Figure 2-1: NEMIS Home Page

2. On the left navigation bar, click the MITIGATION (MT) link. The NEMIS Mitigation page is displayed (Figure 2-2).

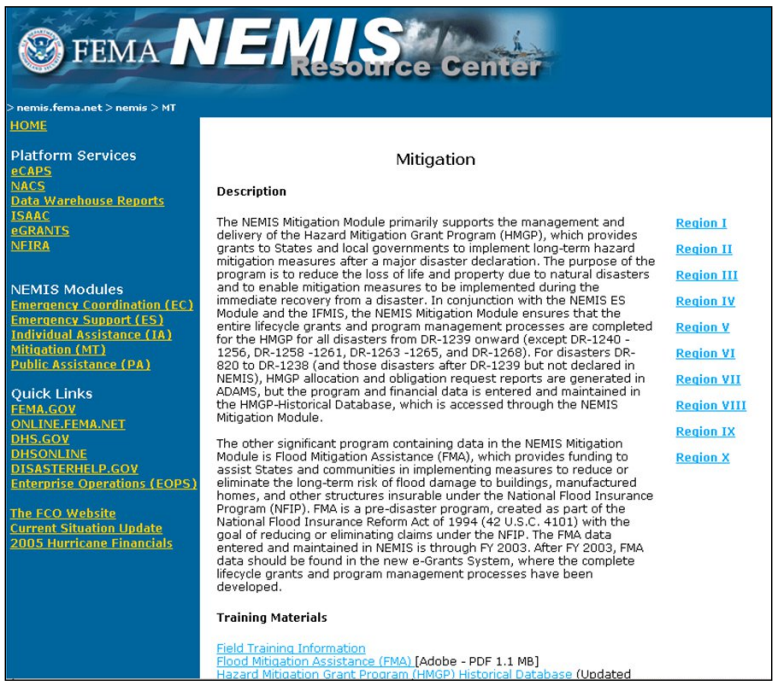


Figure 2-2: NEMIS Mitigation Page

3. Scroll down to the Training Materials section on the bottom part of the page (Figure 2-3). Historical Training Materials include Instruction Manuals, Quick Reference Guides, and tri-fold brochures for users and trainers. Click the Training Material link that you wish to access.

Training Materials

Field Training Information
Flood Mitigation Assistance (FMA) [Adobe - PDF 1.1 MB]
Hazard Mitigation Grant Program (HMGP) Historical Database (Updated September 2003)
HMGP Job Aid (Updated Jan 2004)
HMGP Job Aid Quick Reference Guides & Trifolds (Updated Jan 04)
Project Impact - November 2000 [Adobe PDF - 1.5 MB]

Figure 2-3: Links to Mitigation Training Materials

NOTE

Answers to Frequently asked Questions (FAQs) about the Mitigation (MT) module and a link to the current NEMIS-MT User Manual is located at:

http://www.fema.gov/hazard-mitigation-grant-program-hmgp/national-emergency-management-information-system-mitigation-6

4. Return to the Mitigation page. On the right side, click the region whose documents you wish to view. The page for that region is displayed with a map and a list of links to the Grantees in that region (Figure 2-4).

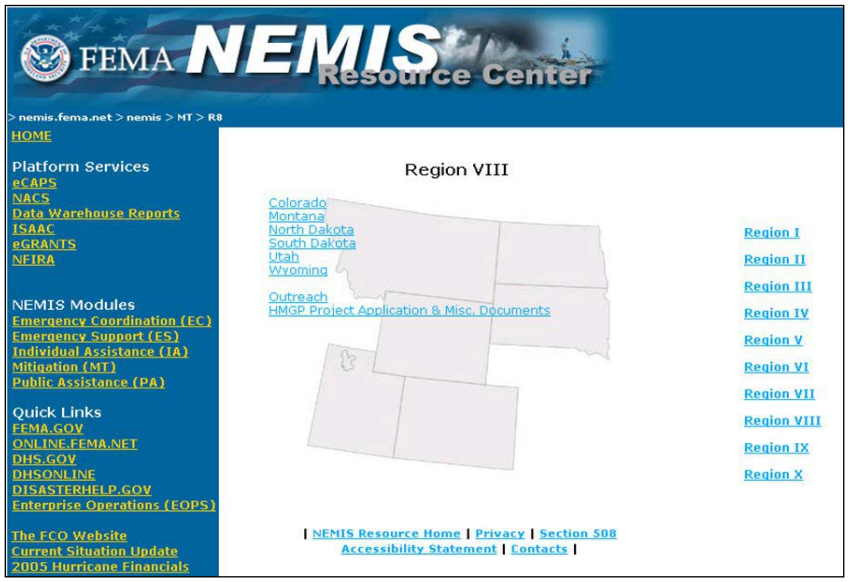


Figure 2-4: Region VIII Mitigation Page

5. Click on a Grantee link. The list of reference documents for that Grantee is displayed (Figure 2-5).

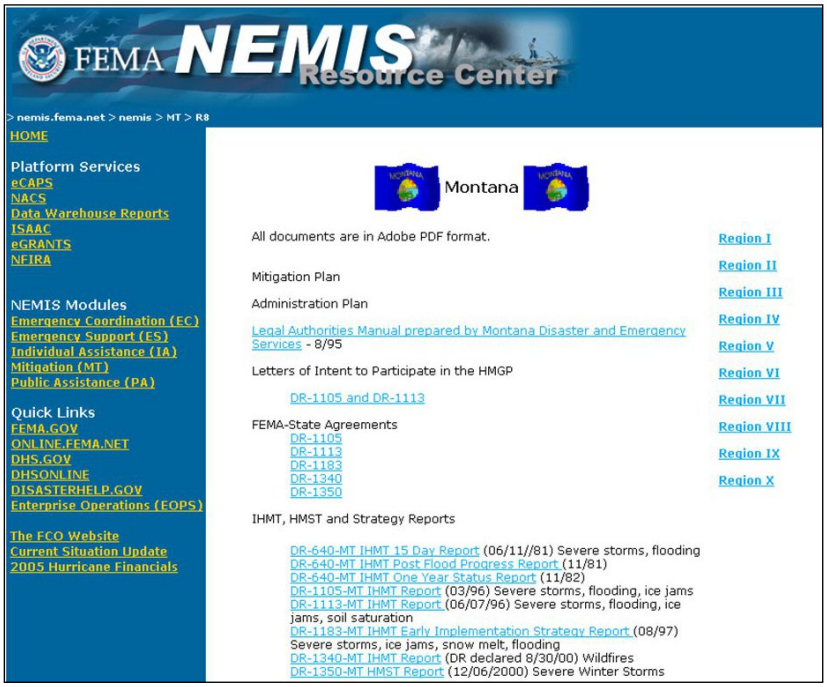
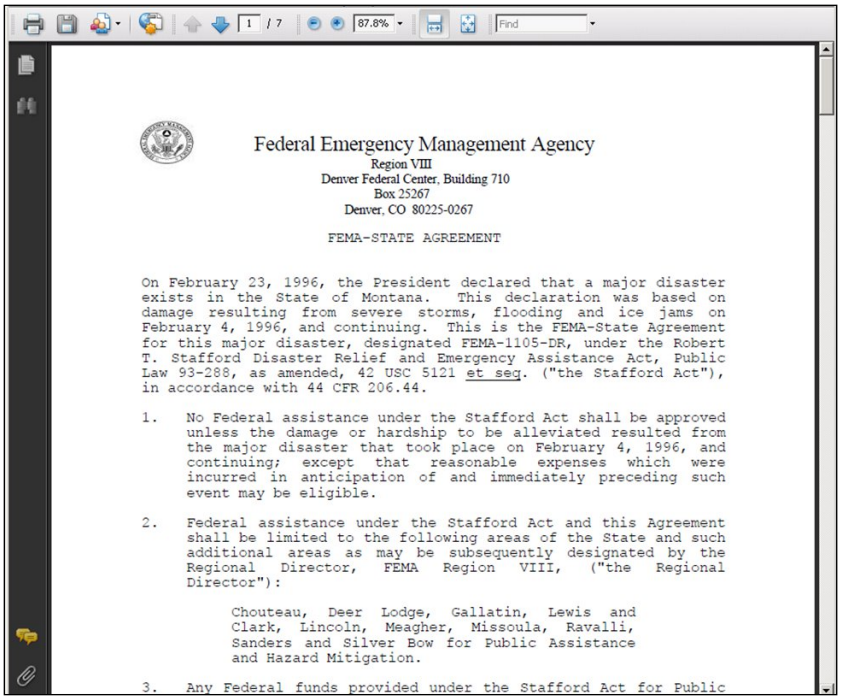


Figure 2-5: State Grantee Montana Reference Documents

6. Click on the document link that you wish to view. The document is displayed (Figure 2-6).



Federal Emergency Management Agency
Region VIII
Denver Federal Center, Building 710
Box 25267
Denver, CO 80225-0267

FEMA-STATE AGREEMENT

On February 23, 1996, the President declared that a major disaster exists in the State of Montana. This declaration was based on damage resulting from severe storms, flooding and ice jams on February 4, 1996, and continuing. This is the FEMA-State Agreement for this major disaster, designated FEMA-1105-DR, under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended, 42 USC 5121 et seq. ("the Stafford Act"), in accordance with 44 CFR 206.44.

1. No Federal assistance under the Stafford Act shall be approved unless the damage or hardship to be alleviated resulted from the major disaster that took place on February 4, 1996, and continuing; except that reasonable expenses which were incurred in anticipation of and immediately preceding such event may be eligible.

2. Federal assistance under the Stafford Act and this Agreement shall be limited to the following areas of the State and such additional areas as may be subsequently designated by the Regional Director, FEMA Region VIII, ("the Regional Director"):

   Chouteau, Deer Lodge, Gallatin, Lewis and Clark, Lincoln, Meagher, Missoula, Ravalli, Sanders and Silver Bow for Public Assistance and Hazard Mitigation.

3. Any Federal funds provided under the Stafford Act for Public

Figure 2-6: Sample Document in Reference Library

Task 2: Access the Reference Library from NEMIS-MT

1. On the NEMIS menu bar, click the NEMIS WIDE button (Figure 2-7).

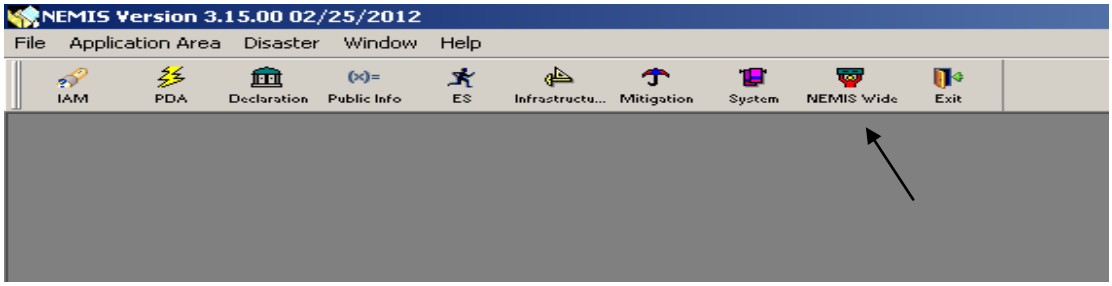


Figure 2-7: NEMIS Menu Bar

2. The NEMIS Wide pop-up menu is displayed (Figure 2-8). Click Reference Library.

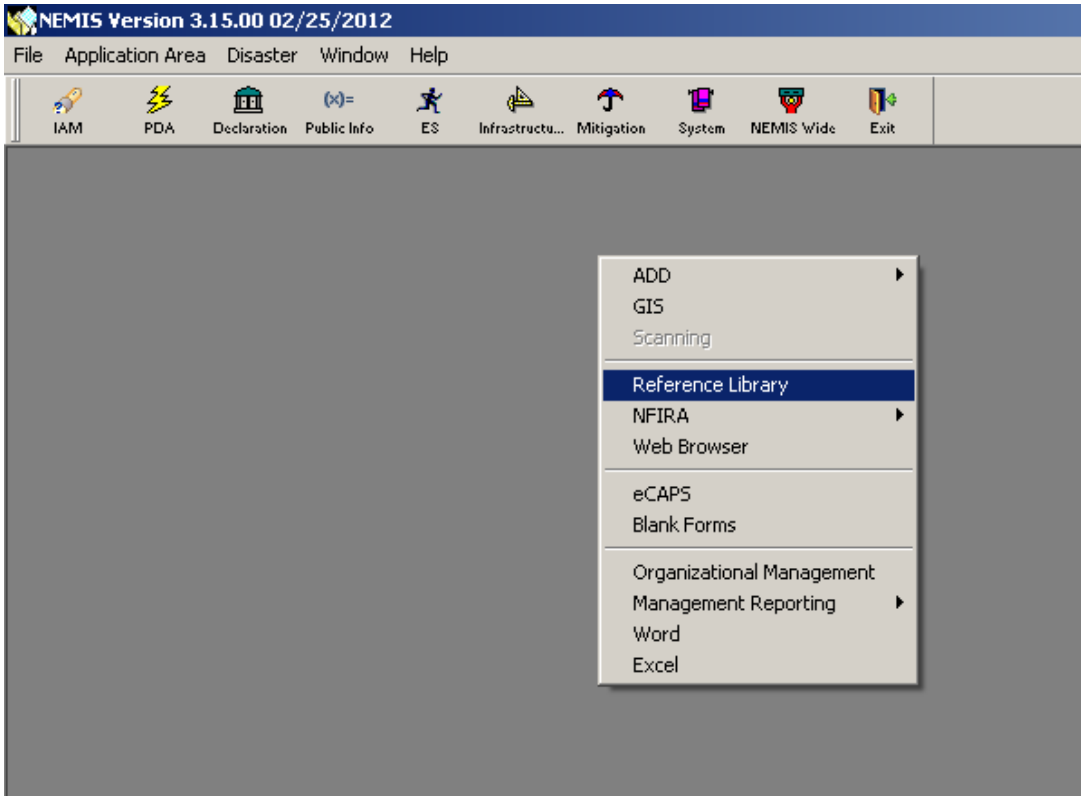


Figure 2-8: NEMIS-Wide Pop-Up Menu

3. The NEMIS Resource Center Main Page is displayed. Refer to Task 1: Access the Reference Library on the NEMIS Intranet.