

PENNDOT MENTOR-PROTEGE PROGRAM

New Mentor Welcome to the Contractor Cohort



Subject: Welcome to the PennDOT MPP for New Mentor Participants in the Contractor Cohort!

Dear [Recipient Name],

Welcome to the PennDOT Mentor-Protégé Program (MPP) for Contractors! We are excited to have you on board as a new mentor. This email will help you navigate the MPP resources available on ProRank Academy (PRA) and make the most of your mentoring experience.

Key Highlights:

- **View proteges and send teaming requests from your MPP Tab:**
 - You can use your [MPP profile tab](#) to access a list of available proteges, view their profiles, and easily send teaming requests to the proteges that you would like to mentor. For detailed instructions, watch the instructional video [here](#).
- **Additional Members Access:**
 - Additional members of your organization seeking access to MPP resources on PRA **Should Not** complete the MPP questionnaire again. Instead, create profiles at [ProRank Academy](#) and update their profiles accordingly. For detailed instructions, watch the instructional video [here](#).
- **Navigating MPP Rooms:**
 - **[MPP Room Reports:](#)** These reports provide dynamic, in-line views of crucial information from all MPP Rooms that users can access. This is a private link that can only be accessed by PRA members. Only PRA members currently enrolled in MPP rooms can generate MPP room reports using the link above.
 - **[PennDOT MPP Room:](#)** This room is accessible to all PRA users interested and/or enrolled in the MPP.
 - **[The Contractor MPP Room:](#)** This room is for all participants of the contractor cohort.
 - **[Tier 3 Contractor Room](#)** This room contains potential proteges ready to partner on PennDOT projects and helpful discussion forums.

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- **Viewing Potential Protege Profiles:**
 - You can view various MPP Proteges in the Tier 3 Contractor Room or using the Tier 3 Contractor Room Report.
 - As stated above, tier 3 Protege firms can also be viewed from your “MPP” profile tab.
- **Making Connections**
 - You can access the [Tier 3 Contractors Room](#) to view proteges looking to pair with mentors and send connection requests. (Watch the first 3 minutes of [this video](#) to see how.)
 - You should regularly check the [Tier 3 Contractor MPP Room](#) and/or Tier 3 Contractor [Room Report](#) for new mentor firms because the list is dynamic and updates regularly.
 - The documents section of the tier 3 rooms contains sample MOUs and work plan templates. Note that the documents in this room are for reference only; formal documents will be sent through PRA.
- **Additional Public MPP Tier 3 Consultant Report Features:**
 - The [Public MPP Tier 3 Consultant Report](#) is set to show proteges by default, but the filter can also be set to show mentors and/or admins.
 - By default, the report shows the room participants in list view. When the tile view option is selected, users logged into PRA can send connection requests directly from the report. The small icon at the top right corner of the report toggles between views.
 - Please note that a “Connection Request” differs from an “MPP Pairing Request.”
 - As stated, a pairing request can only be initiated from your “[MPP](#)” tab.
- **MPP Navigational Diagram:**
 - The [MPP Interactive Diagram](#) is a navigational diagram that provides an interactive view of the entire MPP lifecycle from start to finish. It includes video instructions and direct links to each webpage referenced at each step.



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- **Additional Resources:**
 - [PennDOT Mentor-Protege Program \(MPP\) Website:](#) This is the official website for the PennDOT MPP Program. It contains various resources to help proteges and mentors understand and navigate the program.
 - [PennDOT MPP Program Guide:](#) This document is PennDOT's guidance for the Mentor-Protege Program.
 - [Welcome Guide for New Mentor Participants in the Contractor Cohort:](#) This guide provides a comprehensive overview of resources and best practices for mentors new to the MPP construction cohort.

If you have any questions or need further assistance, please contact us at (833) 736-6677 or pennmpp@prorankllc.com.

Best regards,

[Your Name]

ProRank Academy Team