

FY2012

PSAP GRANT PROGRAM APPLICATION



County of Henrico, Virginia

Division of Police

PSAP Education Program

December 2010



FY2012 PSAP GRANT PROGRAM APPLICATION

HOW TO APPLY/DEADLINE

The grant application will be available and accessible from the Virginia Information Technologies Agency's Integrated Services Program's website (<http://www.vita.virginia.gov/isp/>). Upon completion of the application, it is to be submitted to the PSAP Grant Manager, Lisa Nicholson, at lisa.nicholson@vita.virginia.gov. Any supporting documentation must also be submitted along with the application.

After submission, the PSAP Grant Manager will assign a Grant ID and send an e-mail notification to the project contact e-mail address listed on the application received.

All funding requests must be submitted using the grant application. In addition to the grant application reference manual, technical assistance is available from VITA's Public Safety Communications (PSC) staff throughout the grant process. The FY2012 PSAP Grant Application Cycle deadline is 22 December 2010 at 2359h.



FY2012 PSAP GRANT APPLICATION

PROJECT TITLE

Henrico County PSAP Conferences

GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: County of Henrico, Virginia, Division of Police

CONTACT TITLE: Colonel, Chief of Police

CONTACT FIRST NAME: Henry W.

CONTACT LAST NAME: Stanley, Jr.

ADDRESS 1: 7721 East Parham Road

ADDRESS 2: Post Office 90775

CITY: Henrico

ZIP CODE: 23273-0775

CONTACT EMAIL: sta@co.henrico.va.us

CONTACT PHONE NUMBER: (804) 501-4840

CONTACT MOBILE NUMBER: N/A

CONTACT FAX NUMBER: (804) 501-4854

REGIONAL COORDINATOR: Lisa Nicholson

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

**County of Henrico, VA,
Division of Police**

GRANT TYPE

Individual PSAP

Regional Initiative

Consolidation

Secondary Consolidation



GRANT PROGRAM TYPE

- Wireless E-911 PSAP Education Program
 Continuity and Consolidation Enhancement

TIER

- Out of Service Non-Vendor Supported
 Technically Outdated Strengthen
 Not Applicable

PROJECT FOCUS PSAP Education Program

If "Other" selected, please specify: [Click here to enter text](#)

FINANCIAL DATA

Amount Requested: \$2,000
 Estimated Total Project Cost: \$1,975

STATEMENT OF NEED

APCO/NENA/SIEC Conference

October 2011, Roanoke

2 People (ECM and Supervisor)

Registration: \$125 (includes meals) x 2 = \$250

Lodging: \$105 per night x 4 nights x 2 attendees = \$840

Total: \$1,090

NENA/APCO Conference

May 2012, Virginia Beach

3 People (ECM, Supervisor, and a CO)

Registration: \$85 (includes some meals) x 3 = \$255

Lodging: \$105 per night x 2 nights x 3 attendees = \$630

Total: \$885

Grand Total: \$1,975



This statement should reference the relationship to the current funding priorities established by the Grant Committee and include evidence of any financial need. Additional items to discuss that referenced need should include: impact on operational services; consequences of not receiving funding; inclusion of project in a long-term or a strategic plan; and local sustainability:

In order to fund the participation of pertinent Emergency Operating Center staff to the APCO/NENA/SIEC and NENA/APCO Conferences (with educational workshops) in October 2011 and May 2012, respectively, the Henrico County Division of Police is applying for registration and lodging monies. Without these monies, the Division's Communications Center employees could not attend or benefit from these Conferences.

Describe how the grant will be maintained and supported in the future, if applicable.

If APCO, NENA, and VITA wish for Division employees to attend and benefit from these Conferences, then these Grant funds must be available. Because the Conferences are within the Commonwealth, the Division can assist with transportation expenses through the use of a County vehicle. Pertinent staffs who attend will be granted Administrative Leave.

COMPREHENSIVE PROJECT DESCRIPTION

To fund attendance at the October 2011 APCO/ENA/SIEC Conference in Roanoke and the May 2012 NENA/APCO Conference in Virginia Beach. Attendees will return to the Henrico County EOC and share with all Communications Officers what was learned at the Conferences.

**FOR WIRELESS E-911 PSAP EDUCATION PROGRAM GRANT REQUESTS:**

Describe how the education/training is 9-1-1/public safety communications specific and how this will benefit E-911 and the employee(s) and/or PSAP.

Attending these Conferences helps to keep the EOC management abreast of current E-911 issues, Federal and Virginia interoperability proposals, and available resources. The networking between EOC staff from throughout the Commonwealth can be valuable as well.

For those attending these Conferences, they will bring back to the EOC what was learned in order to keep EOC Communications Officers up-to-date, too.

FOR CONTINUITY AND CONSOLIDATION OR ENHANCEMENT PROJECTS:

Provide a thorough, concise, and complete description of the project, including an outline of the goals and objectives, implementation strategy, and a work plan.

To attend the two primary E-911-related Conferences in Virginia in FY2012:

- 1) APCO/NENA/SIEC Conference in October 2011 in Roanoke.
- 2) NENA/APCO Conference in May 2012 in Virginia Beach.

To participate in available educational opportunities at these Conferences and bring back what was learned to the entire Henrico County EOC.

FOR CONTINUITY AND CONSOLIDATION OR ENHANCEMENT PROJECTS:

PROJECT TIMELINE – Select each applicable phase of the project and indicate the estimated completion date. Sample activities for each phase can be found in the PSAP Grant Program Guidelines as well as on the addendum to this form.



PROJECT PHASE	ESTIMATED COMPLETION DATE
<input checked="" type="checkbox"/> INITIATION (Project approved by appropriate stakeholders)	07 / 12 / 11 (Acceptance Resolution Passed)
<input checked="" type="checkbox"/> DESIGN/PLANNING (Project, system, or solution requirements are developed)	09 / 27 / 11 (Budget Amendment Resolution Passed; Account Set Up)
<input type="checkbox"/> ACQUISITION (Selected system or solution is procured)	Not Applicable XX / XX / XX
<input checked="" type="checkbox"/> IMPLEMENTATION (Selected system or solution is configured and installed)	10 / 01 / 11 (Conference) 05 / 01 / 12 (Conference)
<input type="checkbox"/> TESTING/COMPLETION (Selected system or solution is tested and put in production)	Not Applicable XX / XX / XX

Identify the longevity or sustainability of the project.

One fiscal year project (FY2012) only. Attend Conferences in October 2011 and May 2012.



Describe how this project supports the Virginia Statewide E-911 Strategic Comprehensive Plan.

Keeps Henrico County EOC management and decision-makers abreast of E-911 issues, proposed enhancements, and resource availabilities.

REGIONAL INITIATIVE (if applicable)

The relationship of the initiative to the participating PSAPs:

Not applicable.

Intended collaborative efforts:

Not applicable.



<p>Resource sharing:</p> <p>What is learned by Henrico County EOC attendees to these two Conferences will be shared with all EOC employees.</p>
<p>How does the initiative impacts the operational or strategic plans of the participating agencies:</p> <p>If there are Federal or Virginia plans to enhance, modify, or replace the E-911 system, then what is learned at these Conferences can assist local decision-makers plan for the future.</p>

CONSOLIDATION (Primary or Secondary) - (if applicable)

<p>How would a consolidation take place and provide improved service:</p> <p>Not applicable.</p>
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<p>How should it be organized and staffed:</p> <p>Not applicable.</p>
<p>What services should it perform:</p> <p>Not applicable.</p>
<p>How should policies be made and changed:</p> <p>Not applicable.</p>
<p>How should it be funded:</p> <p>If APCO, NENA, and VITA wish for localities to attend these Conferences, then funds will have to be made available to cover registration and lodging. Otherwise, the burden of an unfunded mandate falls on local governments.</p>



What communication changes or improvements should be made in order to better support operations:

Not applicable.

BUDGET AND BUDGET NARRATIVE

List the planned expenditures to be made with grant funds. (NOTE: In lieu of a line item breakdown, an itemized cost schedule or detailed vendor prepared quote may be submitted as an attachment.) Briefly explain the reason for each requested budget item and provide the basis for its cost:

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EVALUATION



How will the project be evaluated and measured for achievement and success:

When the attendees participate in the two Conferences, return to Henrico County and share knowledge gained, and when expenditure receipts are given to the Division Controller for processing.



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Division of Police
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