

FY12

# PSAP GRANT PROGRAM APPLICATION



VIRGINIA INFORMATION  
TECHNOLOGIES AGENCY  
Integrated Services Division  
FY12



## FY12 PSAP GRANT PROGRAM APPLICATION

### HOW TO APPLY/DEADLINE

The grant application will be available and accessible from VITA'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](mailto: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 FY12 PSAP Grant Application Cycle deadline is December 22, 2010 at 11:59 pm.



# FY12 PSAP GRANT APPLICATION

## PROJECT TITLE

Click here to enter text

## GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Patrick County Sheriff's Office/911

CONTACT TITLE: E911 Coordinator

CONTACT FIRST NAME: Mickie

CONTACT LAST NAME: Martin

ADDRESS 1: P.O. Box 933

ADDRESS 2: 105 Orchard Street

CITY: Stuart

ZIP CODE: 24171

CONTACT EMAIL: [mmartinpcso@kimbanet.com](mailto:mmartinpcso@kimbanet.com)

CONTACT PHONE NUMBER: 276-694-3161

CONTACT MOBILE NUMBER: 276-692-7207

CONTACT FAX NUMBER: 276-694-5033

REGIONAL COORDINATOR: Donna Brown

## HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

_____	_____
_____	_____
_____	_____
_____	_____

## GRANT TYPE

Individual PSAP

Consolidation

Regional Initiative

Secondary Consolidation



**GRANT PROGRAM TYPE**

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

**TIER**

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- Technically Outdated X Strengthen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

**PROJECT FOCUS** CAD

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

**FINANCIAL DATA**

Amount Requested: \$ 21950  
Total Project Cost: \$ 21950

**STATEMENT OF NEED**



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:

Patrick County is requesting funds to purchase two CAD workstations to include all software, hardware and installation. We currently have two dispatch positions. With the addition of two new positions, we will have the capability of handling increased calls during peak times and major emergencies. This will provide backup positions for the dispatchers in case of equipment failure. Currently, if we lose one position due to equipment malfunction, our ability to process calls is compromised. Further, these positions will provide a backup for Franklin County in case of evacuation of their center. With current budget constraints that we are facing, it is not possible to fund the purchase of this critical equipment without the assistance of grant funding.

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

Patrick County will use local funds to operate and maintain the equipment purchased by this grant throughout the life of the equipment



## COMPREHENSIVE PROJECT DESCRIPTION

### **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.

[Click here to enter text](#)

### **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.

This project will expand our center from two CAD positions to four and will require the purchase of two new workstations, Computer Aided Dispatch software license, DaProSystems CNet\_Plus VCIN/NCIC interface licensing, network printer and installation. This expansion will provide backup positions for increased call loads as well as allow a backup for a neighboring county if needed. If approved, we will purchase and have the equipment installed within the timeframe required.



**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.

<b>PROJECT PHASE</b>	<b>ESTIMATED COMPLETION DATE</b>
<b>x INITIATION</b> (Project approved by appropriate stakeholders)	<b>12 / 20 / 10</b>
<b>x DESIGN/PLANNING</b> (Project, system, or solution requirements are developed)	<b>12 / 12 / 10</b>
<b>x ACQUISITION</b> (Selected system or solution is procured)	<b>07 / 01 / 11</b>
<b>x IMPLEMENTATION</b> (Selected system or solution is configured and installed)	<b>07 / 31 / 11</b>
<b>x TESTING/COMPLETION</b> (Selected system or solution is tested and put in production)	<b>08 / 01 / 11</b>

Identify the longevity or sustainability of the project.

We are committed to investing the time and effort required to support the project initiatives and to insure that the project milestones and goals are met or exceeded. The equipment will be supported and maintained by Patrick County beyond the grant funding.



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

To achieve the goal of providing a standard level of 9-1-1 service for our citizens, it is vital to have the necessary equipment available to our dispatchers. Expanding our center to allow for backup positions as well as positions to use for training will move us forward with the Commonwealth of Virginia's plan.

**REGIONAL INITIATIVE (if applicable)**

The relationship of the initiative to the participating PSAPs:

[Click here to enter text](#)

Intended collaborative efforts:

[Click here to enter text](#)



**Resource sharing:**

Click here to enter text

**How does the initiative impacts the operational or strategic plans of the participating agencies:**

Click here to enter text

**CONSOLIDATION (Primary or Secondary) - (if applicable)**

**How would a consolidation take place and provide improved service:**

Click here to enter text



**How should it be organized and staffed:**

Click here to enter text

**What services should it perform:**

Click here to enter text

**How should policies be made and changed:**

Click here to enter text

**How should it be funded:**

Click here to enter text



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

[Click here to enter text](#)

### **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:

Please see attached vendor quote for costs of project. This project includes all hardware, software and installation costs to implement two additional computer-aided dispatch positions.



## EVALUATION

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

The loss of one position at our center greatly impacts our call processing. Equipment failures sometimes require parts to be shipped and positions are down for several days. To expand our center from two positions to four will allow for backup, training, increase our capacity to handle high volume calls in times of major disaster. This creates less stress on the calltaker as well as provides a better service to our citizens and the public passing through our county. More efficient call process will be our measure for success.



## FINANCIAL AND PROGRAMMATIC REPORT

### PROJECT PHASES

### SAMPLE ACTIVITIES

#### PHASE

#### SAMPLE ACTIVITIES

##### **INITIATION**

(Project approved by appropriate stakeholders)

- Project concept is documented
- Local Board or governing authority approval or endorsement is received
- PSAP grant application is filed
- Local budgets are obtained
- Appropriated grant funds are approved
- Budgetary estimates are obtained

##### **DESIGN/PLANNING**

(Project, system, or solution requirements are developed)

- Requirements are documented
- Components to be purchased are identified
- General design is documented

##### **ACQUISITION**

(Selected system or solution is procured)

- RFP (or other bid related processes) are drafted
- Proposals are evaluated
- Contract is signed
- Purchase orders are issued
- Quotes are obtained/grant funds draw down

##### **IMPLEMENTATION**

(Selected system or solution is configured and installed)

- Purchased components are delivered and installed
- Training is performed

##### **TESTING/COMPLETION**

(Selected system or solution is tested and put in production)

- Performance of system/solution is validated
- System/solution goes "live"

