

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. 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

Mapping/CAD CPU & Monitor Replacement

GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Clarke County
 CONTACT TITLE: Communications Director
 CONTACT FIRST NAME: Pamela
 CONTACT LAST NAME: Hess
 ADDRESS 1: PO Box 49
 ADDRESS 2: T
 CITY: Berryville
 ZIP CODE: 22611
 CONTACT EMAIL: phess@clarkecounty.gov
 CONTACT PHONE NUMBER: 540-955-5106
 CONTACT MOBILE NUMBER: 540-303-7033
 CONTACT FAX NUMBER: 540-955-4111
 REGIONAL COORDINATOR: Chris Hardesty

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

_____	_____
_____	_____
_____	_____
_____	_____

GRANT TYPE

- | | |
|---|--|
| <input checked="" type="checkbox"/> Individual PSAP | <input type="checkbox"/> Regional Initiative |
| <input type="checkbox"/> Consolidation | <input type="checkbox"/> 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 Technically Outdated Strengthen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 OTHER

If "Other" selected, please specify: Mapping & CAD

FINANCIAL DATA

Amount Requested: \$9,600.00

Total Project Cost: \$ \$12,000.00

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:

There is currently no local funding being provided to the PSAP without the ability to seek and obtain grant funding. The only replacement will be done on an emergency basis should equipment breakdown. Without continued upgrades to our existing equipment we face greater possibilities of critical failures that directly impact the ability to provide services. Our operating software is also outdated and needs to be upgraded for needed improved functionality.



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

T

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.

T



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.

Clarke County is seeking to replace our existing mapping/CAD shared workstations, dual monitors and Windows operational software for 3 dispatch positions and 1 mapping/CAD administrator position.

OR 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 type="checkbox"/> INITIATION (Project approved by appropriate stakeholders)	2/1/2011
<input type="checkbox"/> DESIGN/PLANNING (Project, system, or solution requirements are developed)	03/31/2011
<input type="checkbox"/> ACQUISITION (Selected system or solution is procured)	8/1/2011
<input type="checkbox"/> IMPLEMENTATION (Selected system or solution is configured and installed)	9/15/2011
<input type="checkbox"/> TESTING/COMPLETION (Selected system or solution is tested and put in production)	9/15/2011



Identify the longevity or sustainability of the project.

The equipment and software will be utilized until it is outdated or no longer functions at an acceptable level

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

Supports the plan by continued sustainability and functionality of the PSAP

REGIONAL INITIATIVE (if applicable)

The relationship of the initiative to the participating PSAPs:

T



<p>Intended collaborative efforts:</p> <p>T</p>
<p>Resource sharing:</p> <p>T</p>
<p>How does the initiative impacts the operational or strategic plans of the participating agencies:</p> <p>T</p>

CONSOLIDATION (Primary or Secondary) - (if applicable)

<p>How would a consolidation take place and provide improved service:</p> <p>T</p>
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<p>How should it be organized and staffed:</p> <p>T</p>
<p>What services should it perform:</p> <p>T</p>
<p>How should policies be made and changed:</p> <p>T</p>
<p>How should it be funded:</p> <p>T</p>



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

T

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:

3 Complete workstation, including dual monitors, operating software and Windows Professional productivity software not to exceed \$2,500. Ea. Pricing bundled and dependant on which vendor and contract item purchased on. Preliminary pricing ranges from \$2,000.00 - \$2,900.00



EVALUATION

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

The project will be evaluated on continued and improved productivity of mapping and CAD programs.



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"