FY18

PSAP GRANT PROGRAM APPLICATION

VIRGINIA INFORMATION

TECHNOLOGIES AGENCY

Integrated Services Division

FY18 PSAP GRANT PROGRAM APPLICATION

HOW TO APPLY/DEADLINE

The grant application is available and accessible from VITA ISP's website (http://www.vita.virginia.gov/isp/default.aspx?id=8578).   Upon completion of the application, it is to be submitted to the electronic mailbox for grant applications - psapgrants@vita.virginia.gov. Any supporting documentation must also be submitted along with the application when making your grant application submission.

After the close of the grant application cycle, a Grant ID and email receipt notification will be sent to the e-mail address listed on the application received.

All funding requests must be submitted using the grant application. Technical assistance is available from VITA's Public Safety Communications (PSC) staff throughout the grant process. The FY18 PSAP Grant Application Cycle starts July 1, 2016 and concludes on September 30, 2016 at 5:00 pm.

ALL APPLICABLE SECTIONS MUST BE COMPLETED IN ITS ENTIRETY OR THE APPLICATION WILL BE CONSIDERED INCOMPLETE AND NOT ACCEPTED FOR CONSIDERATION.

FY18 PSAP GRANT APPLICATION

PROJECT TITLE

Phase II – Region IV GIS Workflow Analysis & NG9-1-1 Data Preparation

GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Tazewell County 911

CONTACT TITLE: Director of 911 & Emergency Communications

CONTACT FIRST NAME: Derrick

CONTACT LAST NAME: Ruble

ADDRESS 1: 315 School Street

ADDRESS 2: Suite 9

CITY: Tazewell

ZIP CODE: 24651

CONTACT EMAIL: derrick.ruble@tcsova.org

CONTACT PHONE NUMBER: 276-385-1727

CONTACT MOBILE NUMBER: 276-979-6147

CONTACT FAX NUMBER: 276-988-5012

REGIONAL COORDINATOR: Tim Addington

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

Buchannan County 911	**Scott County 911**
City of Bristol 911	**Smyth County 911**
City of Norton 911	**Tazewell County 911**
Dickenson County 911	**Washington County 911**
Lee County 911	**Wise County 911**
Russell County 911	

GRANT TYPE

☐ Individual PSAP   ☒ Shared Services

TIER

☐ Out of Service   ☐ Non-Vendor Supported*

☐ Technically Outdated*   ☐ Strengthen

☒ Not Applicable

If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.

VERSION: # YEARS of HARDWARE/SOFTWARE:

PRIORITY/PROJECT FOCUS   NG 9-1-1 GIS

FINANCIAL DATA

Amount Requested: $ 182,000

Total Project Cost: $ 182,000

PROJECT DESCRIPTION

Provide a detailed description of the project for which funding is being sought, including the impact on operational services and consequences of not receiving funding; the relationship to local strategic and capital improvement plans; and sustainability:

We are requesting funding under NG 9-1-1 GIS Shared Services to facilitate Individual Workflow Analysis/Recommendations, Regional Workflow Analysis/Recommendations, Regional NG9-1-1 Data Preparation, Update and Enhancement of MERG System for Ability for Data Integrity Checks Between Jurisdictions, and creation of an NG9-1-1 GIS Transition and Migration Plan. Completion of the Workflow will help localities develop an efficient and productive workflow of the 911 mapping and database maintenance process. A workflow document will be developed based on the recommendations as to the best fit for each locality's situation related to staff, equipment, and education. The workflow project is also intended to help educate all involved at the local level as to the importance of accurate and up to date 911 data. A Regional Workflow will be developed to help localities understand the process of working through issues along boundary areas. Update and enhancement of the MERG System will facilitate geoprocessing, data transfers, ability to add new layers to the regional database as needed, and the overall system will be easier to maintain and secure with the data storage being local on the system. *Relationship to Local Strategic & Capital Improvement Plans*: The project improves the data available in the PSAP and at the GIS Departments by having up-to-date data available when needed. The GIS Departments do not have to go to multiple localities to get their data to incorporate. It will now be available and utilized on the spot with a documented work flow for all participating PSAPs. The data and process helps in strategically planning for what is happening now and in the future by embracing coordinated efforts. *Sustainability*: The MERG Group has established a governance structure with by-laws and rules of procedures adopted by the group. This allows for the annual review of the project and the members to commit to annual funding for assisting with the sustainability of the project. Failure to receive funding for this project will continue the practice of the 11 PSAPs development and publication of GIS data with varying levels of accuracy and consistency.

PROJECT GOAL

Describe how this project addresses locally identified need(s) and supports the Virginia 9-1-1 Comprehensive Plan:

INCREASE SITUATIONAL AWARENESS THROUGH ENHANCED INCIDENT INFORMATION SHARING INITIATIVES(S) – 1 - Implement statewide standards and best practices to enhance incident information sharing. a. MERG increases situational awareness across jurisdictional boundaries by sharing various levels of GIS and incident data. b - MERG submits the local data to the State "on-demand" so that VGIN can maintain the Statewide RCL as well as other data layers such as addresses and parcels. 2 – Employ technology that allows for seamless automatic bi-directional communication of incident information between PSAPs. a. MERG poises itself to be a mechanism to be a major component of NG9-1-1 Spatial Interface (SI). b. MERG also is used as a mechanism for training of PSAP personal. c. **MERG will strongly meet GOAL 7 by leveraging GIS technology and data to better locate callers and improve response capabilities across jurisdictional boundaries.**

PROJECT OBJECTIVES

Describe the objectives that will support the goals identified above:

Successful accomplishment of this project will improve the participating PSAP's ability to respond to wireless and wireline calls within their area and in other participating PSAPs. Additionally, it will continue to prepare the Region for NG9-1-1 GIS Data. Successful accomplishment will also enable the participating PSAPs to have a reliable and sustainable catastrophic backup resource with surrounding primary PSAPs. The project will be performed taking maximum advantage of the statewide VBMP data products thus enabling the efficient data sharing with the State. Impact on Operational Services participating PSAPs will benefit through the maintenance and establishment of a common geospatial landscape and operationally will enable the continued automated update of roads, structures, addressing layers, and boundaries in a near real-time environment. This will add call takers and dispatchers to locate landline, wireless, VOIP, and Text to 9-1-1 calls using current date within and outside their locality. Each participant will undergo a NG9-1-1 Data Analysis and Workflow Analysis and then at a regional level to see how the region looks as a whole especially in the border areas. The Workflow will facilitate each participant to better understand how to handle development and changes in border areas and avoid future issues or concerns for 911 and the future of NG9-1-1. Overall with limited GIS resources at the local level, the MERG process greatly benefits the submission of data to VGIN when requested. VGIN currently uses MERG to download all local County data for Region IV on an as needed basis including roads, structures, addressing layers, and boundaries. Update and enhancement of the MERG System will focus on the ability for data integrity checks between jurisdictions. Finally the creation of a Regional NG9-1-1 GIS Data Transition and Migration Plan.

SHARED SERVICES (if applicable)

Describe the relationship of the project to the participating PSAPs:

Each of the participating PSAP's and GIS Departments borders each other and subsequently have the need for adjoining jurisdictional data. The governance structure is in place for the participants for continuity of MERG and many are already using the data daily in their respective PSAPs. In addition, the MERG process has saved jurisdictions considerable amount of time and money when implementing CAD projects. This project also continues Region IV's overall trend and commitment to shared services projects.

Describe the intended collaborative efforts and resource sharing opportunities:

Continued semi-annual meetings and as needed meetings will be scheduled for the group to validate their efforts and strive for improvements. Since inception the MERG Project has collaborated with the VGIN RCL Analyst by giving them a one stop shop for their data needs. Additionally, the Virginia State Police Division IV Dispatch Center has access to the MERG data. This will continue to vastly improve cross jurisdictional and cross departmental data sharing and response. The data sharing that MERG accomplishes will be continuing to improve upon and has benefited multiple agencies outside of the PSAP, such as VGIN, VDEM, US Department of Agriculture, US Census Bureau, Virginia Game and Inland Fisheries, Virginia Department of Forestry, Department of Mines and Minerals, DEA, FBI, and so forth. The MERG data and concept has been utilized for security planning for dignitaries, search and rescue operations, tornado response & recovery across jurisdictional boundaries to mention a few. This is because the local data is the most accurate and by combining data across jurisdictional boundaries via MERG it is efficient and less labor intensive.

IMPLEMENTATION PLAN
SHARED SERVICES & INDIVIDUAL PSAP APPLICATIONS:

For each applicable phase of the project, indicate the planned completion date.

PROJECT PHASE	PLANNED COMPLETION DATE
INITIATION – 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, and budgetary estimates are obtained.	**08 / 31 / 17**
DESIGN/PLANNING - Requirements are documented, components to be purchased are identified, and general design is documented.	**10 / 31 / 17**
ACQUISITION - RFP (or other bid related processes) are drafted, proposals are evaluated, contract is signed, purchase orders are issued, and quotes are obtained.	**12 / 15 / 17**
IMPLEMENTATION - Purchased components are delivered and installed and training is performed	**12 / 14 / 18**
TESTING/COMPLETION - Performance of system/solution is validated and system/solution goes "live"	**03 / 01 / 19**

BUDGET AND BUDGET NARRATIVE

List the planned expenditures to be made with grant funds. Briefly explain the reason for each requested budget item and provide the basis for its cost. In addition, if contingency cost has been added, please identify the amount.

NOTE: In lieu of a line item breakdown, an itemized cost schedule or detailed vendor prepared quote may be submitted as an attachment, but a narrative is still required. However, budgetary quotes received from a particular vendor(s) during the application process do not commit the PSAP to use that vendor(s) once the grant is awarded.

$132,000 – Individual Locality Workflow Analysis and Recommendations - $12,000 Average per Locality – The requested funds will be used to set the guidance for establishment and maintenance of a common geospatial landscape and operationally enable the continued automated update of addressing layers, roads, structures, and boundaries in a near real-time environment.

$10,000 – Regional Workflow Analysis and Recommendations – The requested funds will be used to set the guidance for the Region, especially dealing with each localities border areas, to include addressing layers, roads, structures, and boundaries.

$15,000 – Update and Enhancement of the MERG System – The requested funds will be used to facilitate geoprocessing, data transfers, ability to add new layers to the regional database as needed, and the overall system maintenance, stability, and security.

$25,000 – NG9-1-1 Transition and Migration Plan – The requested funds will be used to create a NG9-1-1 Transition and Migration Plan for the Region to establish the needs and paths of both the individual localities and the Region to prepare our GIS data for NG9-1-1 use.

$182,000 – Total Project Budget Request

EVALUATION

How will the project as identified in the project description be evaluated and measured for achievement and success:

Overall, this project's success will be measured by the amount of improvement in decision making and provision of emergency services resulting from improved local and regional data.

Successful project accomplishment will be based on achieving the following project milestones:

1. Completion of Individual Locality Workflow Analysis and Recommendations
2. Completion of Regional Workflow Analysis and Recommendations
3. Update and Enhancement of the MERG System that focuses on the ability for data integrity checks between jurisdictions.
4. Completion of an NG9-1-1 Transition and Migration Plan.

CONSOLIDATION (Primary or Secondary) - (complete only if applicable)

How would a consolidation take place and provide improved service:

N/A

How should it be organized and staffed:

N/A

What services should it perform:

N/A

How should policies be made and changed:

N/A

How should it be funded:

N/A

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

N/A

Multi-Jurisdictional Agreement
Phase II – Region IV GIS Workflow Analysis & NG9-1-1 Data Preparation
Shared Services Grant Application

The PSAPs listed below hereby wish to participate in the multi-jurisdictional PSAP Shared Services Grant. Tazewell County will be the "host" for this grant and will be the fiscal agent. Each individual PSAP is eligible to participate in a maximum of $175,000 per PSAP for all Shared Services Projects. Each PSAP below has agreed to participate in a multi-jurisdictional application for a Shared Services Project titled *Phase II – Region IV GIS Workflow Analysis & NG9-1-1- Data Preparation*. The undersigned below authorizes VITA to transfer the Shared Services Grant funds, if approved, to the identified fiscal agent above upon draw down requests for the FY18 Shared Services Program grant.

Jurisdiction	Printed Name	Signature	Date
Buchannan County			
City of Bristol	Captain Darryl E. Milligan	*[signature]*	09/30/2016
City of Norton	JEFFERY A. SHUPE	*[signature]*	9-30-16
Dickenson County	Matthew D Slemp	*[signature]*	2016-09-30
Lee County	Alan Bailey	*[signature]*	9-29-16
Russell County	Bo Bise	*[signature]*	9-29-16
Scott County	Janice L Jennings	*[signature]*	9-29-16
Smyth County	Manuel W Street	*[signature]*	9-30-16
Tazewell County	Derrick S. Ratliffe, EMP	*[signature]*	09/29/2016
Washington County	*[illegible]*	*[signature]*	9-29-2016
Wise County		*[signature]*	9-26-16