



**FY19**

# **NG-911 GRANT PROGRAM APPLICATION**



VIRGINIA INFORMATION  
TECHNOLOGIES AGENCY  
Integrated Services Division



## FY19 NG-911 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](mailto: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 FY19 NG-911 Grant Application Cycle starts July 1, 2017 and concludes on September 30, 2017 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.**



## FY19 NG-911 GRANT APPLICATION

### PROJECT TITLE

Mathews County GIS Training and Equipment

### GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Mathews County

CONTACT TITLE: Zoning Technician

CONTACT FIRST NAME: Elizabeth

CONTACT LAST NAME: Whitley

ADDRESS 1: P.O. Box 839

ADDRESS 2: 50 Brickbat Road, Suite 208

CITY: Mathews

ZIP CODE: 23109

CONTACT EMAIL: [lwhitley@mathewscountyva.gov](mailto:lwhitley@mathewscountyva.gov)

CONTACT PHONE NUMBER: 804-725-4034

CONTACT MOBILE NUMBER: 804-694-6807

CONTACT FAX NUMBER: 804-725-7249

REGIONAL COORDINATOR: Lyle Hornbaker

### HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

**Mathews County**


### GRANT TYPE

Individual PSAP

Shared Services



**Non-vendor supported application MUST include age and/or version of hardware/software, **along with a copy of the notice from the vendor.****

VERSION:

# YEARS of HARDWARE/SOFTWARE:

---

**PRIORITY/PROJECT FOCUS** NG 9-1-1 GIS

**FINANCIAL DATA**

Amount Requested: \$ \$25,586.00

Total Project Cost: \$ \$25, 586.00



## 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:

**Field Collection:** Due to lack of training and equipment, Mathews County does not have a reliable method to place address points. Currently, Mathews places address points based on the house location shown on the plat submitted to the Planning Department. This introduces a margin of error due to changes that may take place during construction, inaccuracies on the plat, etc. Mathews County would like to have a more accurate method to collect address points in the field. The goal of this grant is to establish a new workflow to mitigate the chance of error, document the maintenance procedure, and train staff on methodology.

**Training:** The project is geared towards allowing the County the tools and training necessary to maintain addressing data completely in-house. The GIS Coordinator is committed to continue improving centerlines and errors as they arise and will use Collector for ArcGIS to capture building points and access points in the future to ensure that data is accurately captured and sustained in the future.

**Equipment:** To establish a workflow that supports field collection of address points, the County will require a tablet and GPS Unit.



## PROJECT GOAL

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

...This project supports the Virginia Statewide Comprehensive Plan. Mathews County is striving to provide a level of emergency response service to the public, which is further described as providing consistent emergency response services to anyone residing in or passing through the Commonwealth.

## PROJECT OBJECTIVES

Describe the objectives that will support the goals identified above:

1. Creating a workflow to collect address points
  2. Setup and documentation of Collector for ArcGIS
  3. Training
- These objectives will help the County provide the Goal of providing service to citizens of the County and those passing through the Commonwealth



**SHARED SERVICES (if applicable)**

Describe the relationship of the project to the participating PSAPs:

N/A

Describe the intended collaborative efforts and resource sharing opportunities:

N/A



**IMPLEMENTATION PLAN  
SHARED SERVICES & INDIVIDUAL PSAP APPLICATIONS:**

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

<b>PROJECT PHASE</b>	<b>PLANNED COMPLETION DATE</b>
<b>INITIATION</b> – Project concept is documented, local board or governing authority approval or endorsement is received, NG-911 Grant application is filed, local budgets are obtained, appropriated grant funds are approved, and budgetary estimates are obtained.	<b>07 / 01 / 18</b>
<b>DESIGN/PLANNING</b> - Requirements are documented, components to be purchased are identified, and general design is documented.	<b>09/ 01/ 18</b>
<b>ACQUISITION</b> - RFP (or other bid related processes) are drafted, proposals are evaluated, contract is signed, purchase orders are issued, and quotes are obtained.	<b>11/ 01 / 18</b>
<b>IMPLEMENTATION</b> - Purchased components are delivered and installed and training is performed	<b>02 / 01 / 19</b>
<b>TESTING/COMPLETION</b> - Performance of system/solution is validated and system/solution goes “live”	<b>05 / 01 / 19</b>





## 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.

Addressing Workflow:		<b>\$ 23,260.00</b>
Workflow Creation	\$12,520.00	
Documentation/Collector for ArcGIS Setup	\$ 6,240.00	
Training	\$4,500.00	
10% Contingency		<b>\$ 2,326.00</b>
Total		<b>\$ 25,586.00</b>

## EVALUATION

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

Through quality control checks and reports provided by the Virginia 911 Board, VITA and Eastern Virginia Regional Road Centerline (EVRRC) Project.



**PHYSICAL CONSOLIDATION - (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



**PHYSICAL CONSOLIDATION - (complete only if applicable) – continued**

How should it be funded:

N/A

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

N/A