

FY13

# PSAP GRANT PROGRAM APPLICATION



VIRGINIA INFORMATION  
TECHNOLOGIES AGENCY  
Integrated Services Division  
FY13



## FY13 PSAP GRANT PROGRAM APPLICATION

### HOW TO APPLY/DEADLINE

The grant application is available and accessible from VITA's Integrated Services Program's website

(<http://www.vita.virginia.gov/isp/default.aspx?id=8578>). 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, including mandatory budgets for projects (if applicable).

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. Technical assistance is available from VITA's Public Safety Communications (PSC) staff throughout the grant process. The FY13 PSAP Grant Application Cycle starts July 1, 2011 and concludes on October 31, 2011 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.**



## FY13 PSAP GRANT APPLICATION

### PROJECT TITLE

Southampton Mapping Software and GIS Conversion

### GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Southampton County

CONTACT TITLE: Chief Communications Officer

CONTACT FIRST NAME: Jerry

CONTACT LAST NAME: Smith

ADDRESS 1: P O Box 70

ADDRESS 2: 22336 Main Street

CITY: Courtland

ZIP CODE: 23837

CONTACT EMAIL: jsmith@shso.org

CONTACT PHONE NUMBER: 757-653-2100

CONTACT MOBILE NUMBER: 757-653-8080

CONTACT FAX NUMBER: 757-653-9452

REGIONAL COORDINATOR: Lyle Hornbaker

### HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

**Southampton County**

_____	_____
_____	_____
_____	_____
_____	_____

### 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 Technically Outdated\*       Strengthen  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

**If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.**

VERSION: \_\_\_\_\_

# YEARS of HARDWARE/SOFTWARE: \_\_\_\_\_

## PROJECT FOCUS MAPPING

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

## FINANCIAL DATA

Amount Requested: \$ 150,000.

Total Project Cost: \$ 150,216.

## STATEMENT OF NEED

Southampton needs to replace its current 911 mapping software, which is non-vendor supported. The GIS system is technically out-dated and non-vendor supported and has an out-of-date GIS database, which needs to be converted to an ESRI format. These systems directly impact on the PSAP's ability to have accurate mapping information available for both wireless and wireline 911 calls. The County does not currently have the funds to complete this critical mapping and GIS change without grant funding.



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

The county has budgeted amounts for the maintenance and continued operation of both the 911 mapping and the GIS database. This is expected to be continued in future budget years.

### COMPREHENSIVE PROJECT DESCRIPTION

## **WIRELESS E-911 PSAP EDUCATION PROGRAM GRANT REQUESTS ONLY:**

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:

Southampton has a multi-phase project planned that will evaluate the current mapping layers, establish new base mapping layers, implement these new layers in the PSAP, implement GIS and GPS tools for the continued maintenance of the database and mapping layers. Implementation will consist of 5 phases, some of which will be on-going simultaneously. These are data assessment, data migration, GIS maintenance tools, GPS maintenance tools, PSAP software implantation.

### 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"/> <b>INITIATION</b> (Project approved by appropriate stakeholders)	<b>08 / 31 / 12</b>
<input type="checkbox"/> <b>DESIGN/PLANNING</b> (Project, system, or solution requirements are developed)	<b>09 / 30 / 12</b>
<input type="checkbox"/> <b>ACQUISITION</b> (Selected system or solution is procured)	<b>10 / 31 / 12</b>
<input type="checkbox"/> <b>IMPLEMENTATION</b> (Selected system or solution is configured and installed)	<b>04 / 30 / 13</b>
<input type="checkbox"/> <b>TESTING/COMPLETION</b> (Selected system or solution is tested and put in production)	<b>05 / 31 / 13</b>



Identify the longevity or sustainability of the project.

Given the current known technological standards, this project would enable the PSAP to continue operating at least into the initial phases of NG-911 and it is anticipated that it will continue on beyond that transition.

Describe how this project supports the Virginia Statewide Comprehensive 9-1-1 Plan.

Currently, Southampton can't meet the basic Comprehensive Plan goals of providing consistent emergency response services to citizens in or passing through the Commonwealth, because of the use of non-vendor supported mapping software and the use of an out-dated database. This project will enable Southampton to meet this goal and also allow the PSAP to ready for NG-911 implementation.

**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:

Phase I – Existing Data Assessment & Migration Preparation	\$4,000
Phase II – Existing Data Migration to ESRI Geodatabase	\$36,000
Phase III – GIS Data Maintenance Tools & Training	\$12,000
Phase IV – GPS Data Maintenance Tools & Training	\$13,250
<u>Phase V – PSAP Mapping Software</u>	<u>\$84,966</u>
Total project cost	\$150,216

## EVALUATION



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

Overall, this project's success will be measured by the amount of improvement in location and provision of emergency services resulting from improved local data. Milestones for measuring project progression and success include:

- 1 Existing Data Assessment
  - a CAD, Coverage, and Shapefile
  - b Database Design
- 2 Existing Data Migration
  - a Data Migration
  - b Migration QA/QC
- 3 GIS Maintenance Tools
  - a Evaluate Potential Tools
  - b Select and Purchase Tools
  - c On-Site Training and Implementation
- 4 GPS Maintenance Tools and Equipment
  - a Evaluate Potential Tools
  - b Select and Purchase Tools and Equipment
  - c On-Site Training and Implementation
- 5 PSAP Mapping Software
  - a Evaluate Potential Software
  - b Select and Purchase Software
  - c On-Site Training and Implementation



## 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"