

FY13

PSAP GRANT PROGRAM APPLICATION



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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. 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

Additional 911 CPE positions for training and expanded call taking

GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: City of Roanoke E-911
CONTACT TITLE: E-911 Manager
CONTACT FIRST NAME: Michael
CONTACT LAST NAME: Crockett
ADDRESS 1: 215 Church Ave SW
ADDRESS 2: Suite 162
CITY: Roanoke
ZIP CODE: 24011
CONTACT EMAIL: Michael.Crockett@RoanokeVA.gov
CONTACT PHONE NUMBER: 540-853-2945
CONTACT MOBILE NUMBER: 540-915-5414
CONTACT FAX NUMBER: 540-853-1599
REGIONAL COORDINATOR: Tim Addington

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

City of Roanoke E-911	

GRANT TYPE



- Individual PSAP
- Consolidation

- Regional Initiative
- Secondary Consolidation

GRANT PROGRAM TYPE

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

TIER

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- Technically Outdated*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

If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.

VERSION: _____ # YEARS of HARDWARE/SOFTWARE: _____

PROJECT FOCUS [Click to select a project focus from the drop down list](#)

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

FINANCIAL DATA

Amount Requested: \$ 58,000.00
 Total Project Cost: \$ 58,000.00

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, along with additional information on the impact on operational services; consequences of not receiving funding; inclusion of project in a long-term or a strategic plan; and local sustainability:

The PSAP uses a NG911 compatible IP-based phone system (Positron Viper) with 12 existing call taker positions. This is adequate for routine operations but does not allow training on the system to be conducted in a controlled environment. This project would add 2 additional 911 phone positions in a training room located near but separate from the 911 center. This would provide a more conducive training environment while still allowing the equipment to be used as extra call taking positions in the event of a large scale event. This training center has been in the PSAP Strategic Plan for the last several years and training CAD positions have been acquired but no funding is currently available to add 911 phone positions.

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

The additional positions would be added to the existing CPE maintenance and support contract.

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:

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 would add 2 additional PC workstations, software and hardware to be used as 911 telephone positions. The systems would be located in a training room near but separate from the 911 dispatch center and collocated with training CAD workstations. They would be available in large scale events to be used to answer and process actual calls for service.

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"/> INITIATION (Project approved by appropriate stakeholders)	07 / 30 / 2012
<input type="checkbox"/> DESIGN/PLANNING (Project, system, or solution requirements are developed)	n/a
<input checked="" type="checkbox"/> ACQUISITION (Selected system or solution is procured)	08 / 30 / 2012
<input checked="" type="checkbox"/> IMPLEMENTATION (Selected system or solution is configured and installed)	09 / 15 / 2012
<input checked="" type="checkbox"/> TESTING/COMPLETION (Selected system or solution is tested and put in production)	09 / 17 / 2012

Identify the longevity or sustainability of the project.

The current system and these proposed additions are NG911 compatible and IP-based and should be capable of supporting emerging technologies such as text and video messaging. The system is vendor supported and uses predominately off-the-shelf commercial PC technology.



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

These additional workstations support the statewide goal of enabling regular training is available on a variety of subjects, in close proximity to 9-1-1 centers, and through a variety of mechanisms. It is compatible with the strategic goal 2.2B of providing services consistent with the public expectation that we keep up with emerging technologies.

REGIONAL INITIATIVE (if applicable)

The relationship of the initiative to the participating PSAPs:

n/a

Intended collaborative efforts:

n/a



Resource sharing:

Leverages the existing CPE server and other background equipment to provide dedicated training equipment.

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

The establishment of a dedicated training center for 911 call takers is included in our PSAP strategic plan. City of Roanoke E-911 also is the backup PSAP for Roanoke County and is included in their operational plans. The addition of these 2 positions will better support the combined workload of both centers in the event of backup operations.

CONSOLIDATION (Primary or Secondary) - (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

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:

Attach vendor quote

EVALUATION



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

The project will be evaluated by testing the ability of the training positions to display, answer and display 911 ANI/ALI data for training and actual calls. In addition the training positions should be able to access all other administrative lines available on the operational phone positions.



FINANCIAL AND PROGRAMMATIC REPORT

PROJECT PHASES

SAMPLE ACTIVITIES

PHASE	SAMPLE ACTIVITIES
<p>INITIATION (Project approved by appropriate stakeholders)</p>	<ul style="list-style-type: none"> • 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
<p>DESIGN/PLANNING (Project, system, or solution requirements are developed)</p>	<ul style="list-style-type: none"> • Requirements are documented • Components to be purchased are identified • General design is documented
<p>ACQUISITION (Selected system or solution is procured)</p>	<ul style="list-style-type: none"> • 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
<p>IMPLEMENTATION (Selected system or solution is configured and installed)</p>	<ul style="list-style-type: none"> • Purchased components are delivered and installed • Training is performed
<p>TESTING/COMPLETION (Selected system or solution is tested and put in production)</p>	<ul style="list-style-type: none"> • Performance of system/solution is validated • System/solution goes "live"