

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

Click here to enter text

## GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Lunenburg County Sheriff's Office

CONTACT TITLE: Lieutenant

CONTACT FIRST NAME: Donald

CONTACT LAST NAME: Penland, Jr.

ADDRESS 1: 160 Courthouse Square

ADDRESS 2: Click here to enter text

CITY: Lunenburg

ZIP CODE: 23952

CONTACT EMAIL: djpenland@lunenburgva.net

CONTACT PHONE NUMBER: (434)696-4452

CONTACT MOBILE NUMBER: (434)480-2058

CONTACT FAX NUMBER: (434)696-2531

REGIONAL COORDINATOR: Stefanie McGuffin

## HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

**Lunenburg County**

**Town of Victoria**

**Town of Kenbridge**

## 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
- 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- Technically Outdated\*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**If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.**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** [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: \$ \$150,000.00

Total Project Cost: \$ \$202,015.03

### 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 Lunenburg CPE Project relates to CPE non-vendor supported equipment located in primary PSAP at the Lunenburg County Sheriff's Office. A product discontinuation letter has been received from PlantCML that the RescueStar equipment currently in use will no longer be supported in the near future. Our current equipment was placed into service in 2006 when we moved into our new dispatch center.

This project will replace the current 2 dispatch positions and RescueStar back room equipment with the new Sentinal Patriot system. This new next generation equipment is capable of processing VoIP calls as that technology emerges. This equipment is vital to supporting the citizens of Lunenburg and will enable the PSAP to maintain current and future levels of service to our citizens.

Lunenburg County has been affected as many other counties have with state and local budget cuts. Because of these cuts, important upgrades to aging equipments would not be possible by the county alone without the support of the Wireless Boards Grant Program. Without the support of these grant funds, the Lunenburg CPE Project would be impossible to fully fund in the foreseeable future. The remaining balance of the not covered by the grant program will be covered through county fund as well as maintenance and service contracts. The total estimated cost of this project will be \$202,015.03.



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

The Sentinal Patriot system will be covered through the manufacturer’s warranty through the first year of it’s service life. After this first year the Lunenburg County will provide for the maintenance and service contracts to be paid to CenturyLink on an annual basis.

**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 is for the replacement of the RescueStar CPE equipment currently used in the dispatch center at the Lunenburg Sheriff's Office. This will be replaced with the new Sentinel Patriot system which will provide Lunenburg County with modern equipment that is compatible with present and future 911 technologies. The primary goal and strategy of the project is to replace the outdated CPE equipment and software. This equipment is vital to the safety of the citizens we serve.



**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)	12 / 08 / 11
<input checked="" type="checkbox"/> <b>DESIGN/PLANNING</b> (Project, system, or solution requirements are developed)	12 / 08 / 11
<input checked="" type="checkbox"/> <b>ACQUISITION</b> (Selected system or solution is procured)	08 / 31 / 12
<input checked="" type="checkbox"/> <b>IMPLEMENTATION</b> (Selected system or solution is configured and installed)	12 / 31 / 12
<input checked="" type="checkbox"/> <b>TESTING/COMPLETION</b> (Selected system or solution is tested and put in production)	12 / 31 / 12

Identify the longevity or sustainability of the project.

This equipment will ensure that our PSAP is using the most up to date equipment available to our PSAP and has the ability to be functional with the next generation of 911 services to include VoIP that will support the longevity of our project. Vendor maintenance will ensure the sustainability of our project.



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

This project supports the of the Virginia Statewide E-911 Strategic Comprehensive Plan by allowing our 911 center to operate at our optimum level of wireless 911 service and will allow our dispatch center to keep up with rapidly changing 911 technologies. Upgrades to CPE equipment are vital to ensuring reliable responses to emergencies occurring in our jurisdiction.

**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:

See attached quote from CenturyLink. Quote includes equipment, labor, training, and first years maintenance agreement.

### **EVALUATION**



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

The project will be measured for achievement and success after all equipment is replaced with the new CPE equipment. The project manager will insure all aspects of the project have been completed by the vendor and fully operational through thorough testing after installation. All of these activities will follow a timeline and will be completed in a timely manner.



## 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"