

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. 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: Mecklenburg E911 Communication

CONTACT TITLE: Director of E911 Communications

CONTACT FIRST NAME: Linda W.

CONTACT LAST NAME: Cage

ADDRESS 1: 405 Madison St.

ADDRESS 2: P.O.Box 307

CITY: Boydton

ZIP CODE: Virginia

CONTACT EMAIL: lindawcage.912@vameck911.com

CONTACT PHONE NUMBER: 434-738-0029

CONTACT MOBILE NUMBER: 434-210-0632

CONTACT FAX NUMBER: 434-738-6002

REGIONAL COORDINATOR: Stefanie McGuffin

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

_____	_____
_____	_____
_____	_____
_____	_____

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- Technically Outdated*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If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.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

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

FINANCIAL DATA

Amount Requested: \$ \$45,000

Total Project Cost: \$ \$45,000

STATEMENT OF NEED

The Center has four complete work stations and our fifth station is not complete. A CPE Vesta Pallas is needed to complete this station. Completing the project will give us the ability to answer calls more rapidly. Due to the being short on funds and the Center had many cuts on our line items. Finishing this project is vital to the continued growth of our County.



This project will be maintained and support by the E911 Budget 2013. Any future update and maintenance will be absorbed by the County budget.

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:

Purchase of Vesta Pallas will integrate into existing equipment. All data lines and CAT 5 cables are already dropped to location of the new CPE. As soon as grant approved the purchase will be made. Verizon will be contacted to begin implementation of purchase. Equipment statement will be signed and purchase will be made. We are looking at the ultimate growth of dispatcher in the Center.

Completion will be as soon as possible.

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)	06 / 15 / 12
<input checked="" type="checkbox"/> DESIGN/PLANNING (Project, system, or solution requirements are developed)	06 / 30 / 12
<input checked="" type="checkbox"/> ACQUISITION (Selected system or solution is procured)	06 / 30 / 12
<input checked="" type="checkbox"/> IMPLEMENTATION (Selected system or solution is configured and installed)	07 / 30 / 12
<input checked="" type="checkbox"/> TESTING/COMPLETION (Selected system or solution is tested and put in production)	08 / 30 / 12



Identify the longevity or sustainability of the project.

Longevity will be provided by the E911 Budget starting 2013. The maintenance will be included in E911 budget each year. Including in our maintenance contact already in place. System will be used until non-vendor supported.

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

Provide VOIP to a extra position.

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

The entire \$45,000 will be used for installation and purchase of the Vesta Pallas equipment.



EVALUATION

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

The project will be evaluated by Director of Communication. When completed all parties will be trained and begin to efficiently handling calls. Using our call accounting system we will be comparing data.

We are looking into the future for the ultimate growth of the Center in the coming year. Which will include increase in administrative and emergency calls.



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"