

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

CLARKE COUNTY VESTA PALLAS BCM 5.0 UPGRADE

GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: CLARKE COUNTY

CONTACT TITLE: DIRECTOR

CONTACT FIRST NAME: Pamela

CONTACT LAST NAME: Hess

ADDRESS 1: PO Box 49

ADDRESS 2: [Click here to enter text](#)

CITY: Berryville

ZIP CODE: 22611

CONTACT EMAIL: [phess@clarkecounty.gov](mailto:p Hess@clarkecounty.gov)

CONTACT PHONE NUMBER: 540-955-5106

CONTACT MOBILE NUMBER: 540-303-7033

CONTACT FAX NUMBER: 540-955-4111

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 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 Technically Outdated* Strengthen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If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.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: 3.6

YEARS of HARDWARE/SOFTWARE: 5

PROJECT FOCUS CPE

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

FINANCIAL DATA

Amount Requested: \$ 117,023.61

Total Project Cost: \$ 117,023.61

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:

Clarke County is faced with not only having technically outdated equipment, but also has equipment that will be non-vendor supported as of September 2012. Clarke County is seeking funding to upgrade our existing PlantCML (Cassidian) Vesta Pallas Hardware & Software. This will be a



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

If made available we will continue to pay for annual maintenance until the equipments end of life.

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.

If we are approved for the grant funding we will do the installation and implement usage of the equipment/software as no later than September of 2012. This will be a refresh of our 3 position Vesta Pallas PSAP including a BCM 5.0 upgrade. Existing telephones, cabling, rack and backroom peripherals will be reused. Once the installation is complete we will have achieved our goal of continuing to use our existing system while being prepared for advanced services.

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 / 15 / 2012
<input type="checkbox"/> DESIGN/PLANNING (Project, system, or solution requirements are developed)	XX / XX / XX
<input checked="" type="checkbox"/> ACQUISITION (Selected system or solution is procured)	07 / 30 / 2012
<input checked="" type="checkbox"/> IMPLEMENTATION (Selected system or solution is configured and installed)	09 / 01 / 2012
<input checked="" type="checkbox"/> TESTING/COMPLETION (Selected system or solution is tested and put in production)	10 / 01 / 2012



Identify the longevity or sustainability of the project.

If we are able to refresh our existing equipment we will be good with existing hardware through 2017. If we upgrade to 5.0 we will be good through 2013 – 2015 dependent on vendor. If we are upgraded directly to 6.0 we will be supported through 2018.

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

This project will allow us to continue to operate our existing phone system and give us the ability to process texting and expand to ESINet capabilities currently under development for next generation 911 services as utilized in the future.

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 vendor quote and supporting documentation.

EVALUATION



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

The project will be successful if we are able to continue our maintenance and utilize the upgraded functionality.



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"