

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

CAD PAGING

GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: City of Hampton

CONTACT TITLE: Grant Manager

CONTACT FIRST NAME: John

CONTACT LAST NAME: Harrison

ADDRESS 1: 40 Lincoln Street

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

CITY: Hampton

ZIP CODE: 23669

CONTACT EMAIL: jharrison@hampton.gov

CONTACT PHONE NUMBER: 757-727-6313

CONTACT MOBILE NUMBER: 757-342-0867

CONTACT FAX NUMBER: 757-727-6774

REGIONAL COORDINATOR: Lyle Hornbaker

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

City of Hampton

_____	_____
_____	_____
_____	_____
_____	_____

GRANT TYPE

Individual PSAP

Consolidation

Regional Initiative

Secondary Consolidation



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

While we are seeking to use a grant to absorb the \$11,865.00 cost of enhancing our PSAP with CAD Paging, we will be incurring an annual cost of \$1,530.00 to maintain the system. We have analyzed our budget projections and are confident that we will be able to cover the \$1,530.00 annually recurring costs into the future.

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.

The CAD Paging Module is designed to automatically send incident information to a specific set of personnel, based upon nature of the incident, without any specific dispatch interaction. This feature will keep Commanders (Police/Fire/EMS) abreast of incidents and can also selectively alert specialized units based upon type of incident. Our goal is to move critical incident information seamlessly from CAD to a specific set of personnel based upon incident-specific needs.

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 type="checkbox"/> INITIATION (Project approved by appropriate stakeholders)	08 / 15 / 12
<input type="checkbox"/> DESIGN/PLANNING (Project, system, or solution requirements are developed)	09 / 01 / 12
<input type="checkbox"/> ACQUISITION (Selected system or solution is procured)	10 / 01 / 12
<input type="checkbox"/> IMPLEMENTATION (Selected system or solution is configured and installed)	12 / 01 / 12
<input type="checkbox"/> TESTING/COMPLETION (Selected system or solution is tested and put in production)	01 / 15 / 13



Identify the longevity or sustainability of the project.

Once in place, this project will remain a valuable asset for many years to come. An annual maintenance agreement, which the city will maintain after the first year, will ensure that the technology remains current.

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

This project supports that 9-1-1 Plan through the enhancement of methods of dispatch through the utilization of technology to increase efficiency of response to 9-1-1 situations. This addresses an identified gap in capabilities and brings about a cost effective solution to ensure that appropriate resources are quickly deployed.

REGIONAL INITIATIVE (if applicable)

The relationship of the initiative to the participating PSAPs:

N/A



<p>Intended collaborative efforts:</p> <p>N/A</p>
<p>Resource sharing:</p> <p>N/A</p>
<p>How does the initiative impacts the operational or strategic plans of the participating agencies:</p> <p>N/A</p>

CONSOLIDATION (Primary or Secondary) - (if applicable)

<p>How would a consolidation take place and provide improved service:</p> <p>N/A</p>
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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: A proprietary vendor quote is attached to the application in the amount of \$11,865.00. This covers all required software, licensing, installation and deployment of a turn-key CAD-Paging solution.

EVALUATION



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

The project will be evaluated based upon the speed, efficiency and reliability of automated notifications being made to specialized groups of personnel based upon incident-specific needs.



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"