

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

Lynchburg-CAD Application Server

GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Lynchburg Department of Emergency Services

CONTACT TITLE: Director

CONTACT FIRST NAME: William

CONTACT LAST NAME: Aldrich

ADDRESS 1: 3621 Candler's Mountain Rd

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

CITY: Lynchburg

ZIP CODE: 24502

CONTACT EMAIL: william.aldrich@lynchburgva.gov

CONTACT PHONE NUMBER: (434)455-4285

CONTACT MOBILE NUMBER: [Click here to enter text](#)

CONTACT FAX NUMBER: (434)846-6727

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 Technically Outdated* Strengthen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If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.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: ft4300 4.2.4569.0 # YEARS of HARDWARE/SOFTWARE: 5

PROJECT FOCUS CAD

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

FINANCIAL DATA

Amount Requested: \$ 75000
 Total Project Cost: \$ 75000

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:

Our current CAD applications server is 5 years old and will need to be replaced. This server is critical to keeping our CAD system up and running which allows us to process wireless 911 calls. As the server ages we are experiencing more lockups and slow downs with our CAD system.



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

The annual maintenance for the server will be added to our operational budget in FY14.

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 server will be purchased from Sungard and will be configured by their IT personnel. Once Sungard has completed the configuration process they will be working with our IT personnel to install the server. Both servers will be running simultaneously so that our CAD system will experience no down time which will prevent any delay in processing 911 calls.

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)	XX / XX / XX
<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)	08 / 01 / 12
<input checked="" type="checkbox"/> IMPLEMENTATION (Selected system or solution is configured and installed)	09 / 12 / 12
<input type="checkbox"/> TESTING/COMPLETION (Selected system or solution is tested and put in production)	XX / XX / XX



Identify the longevity or sustainability of the project.

The server should have a life span of approximately 5 years after it is installed.

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

This project will allow us to continue to process 911 calls efficiently and effectively without unnecessary delays. This particular server houses the mapping files that are used by our CAD to determine the location of citizens using Phase II wireless devices when they are experiencing emergencies. This server will also be running the software for the Emergency Medical Dispatch program that we are implementing.

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:

This request will include 1 year of maintenance for the server. The quote provided is only valid until 01/24/12 and we believe that the price will increase prior to our receiving funding therefore we are asking for additional funding to cover those possible increases.

See Attached

EVALUATION



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

After the server is operational this will lessen the likely hood of slowdowns that are occurring which will increase the efficiency of handling the 911 calls. The new server will also add to the reliability of our current systems.



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"