

FY13

PSAP GRANT PROGRAM APPLICATION



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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: Dickenson County E-911

CONTACT TITLE: Director

CONTACT FIRST NAME: Mark

CONTACT LAST NAME: Cvetnich

ADDRESS 1: 5444 Dickenson Hwy

ADDRESS 2: PO Box 2050

CITY: Clintwood

ZIP CODE: 24228

CONTACT EMAIL: markc@dc911.org

CONTACT PHONE NUMBER: 276-926-6330

CONTACT MOBILE NUMBER: 276-393-4629

CONTACT FAX NUMBER: 276-926-8964

REGIONAL COORDINATOR: Tim Addington

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

Dickenson County E-911

Clintwood

Haysi

Clinchco

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- Technically Outdated*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If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.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 [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: \$ 47338.00

Total Project Cost: \$ 47338.00

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:

Dickenson County is located in the rural mountainous region of Southwest Virginia with a population of 16,243 and 335 square miles. Dickenson County is economically challenged and ranks near the

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

Service/maintenance and recertification fees will be included in the PSAP's upcoming fiscal budgets.

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.

Dickenson County PSAP feels the anchor to running any organization efficiently and in a timely manner is its ability to communicate quickly and accurately. The addition of an EFD program would turn our communications center into a timely, more efficient PSAP facility. By utilizing an EFD program in our daily line of work, many of the identified faults experienced in our center in relation to fire service 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 type="checkbox"/> ACQUISITION (Selected system or solution is procured)	XX / XX / XX
<input type="checkbox"/> IMPLEMENTATION (Selected system or solution is configured and installed)	XX / XX / XX
<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.

It is the intention of the Dickenson County PSAP to utilize this project on a permanent basis for day to day operations for the counties fire service. The increased ability it would provide to the citizens of the county are far too valuable to discontinue once established.



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

EFD, just like EMD, will provide a standard level of emergency response to the public by utilizing a standardized set of caller interrogation protocols as well as pre-arrival instructions. If funded, this grant will allow Dickenson County to improve 9-1-1 services and functionality across the County and result in our ability to continue to meet the public’s high level of expectations for 9-1-1 emergency services in this period of rapid technology advancement.

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

Dickenson County is only requesting funding that is essential for the purchase, installation and training of the EFD software, AQUA Quality Software.

EVALUATION



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

The EFD software and equipment will be purchased and installed by qualified technicians, and immediately following installation the system will be tested for proper functioning and quality control. The use of computerized EFD will be tracked in the CAD notes attached to the call that requires the services of the fire department personnel, and notations will be used to help evaluate the protocols. Through a QA/QI program each communications officer will have a specific portion of their calls processed to identify areas of weakness as well as strengths.



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"