

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: Prince George County Emergency Communications

CONTACT TITLE: Public Safety IS Specialist

CONTACT FIRST NAME: Denise

CONTACT LAST NAME: Johnson

ADDRESS 1: 6600 Courthouse Rd

ADDRESS 2: Click here to enter text

CITY: Prince George

ZIP CODE: 23875

CONTACT EMAIL: djohnson@princegeorgeva.org

CONTACT PHONE NUMBER: 804-863-1875

CONTACT MOBILE NUMBER: Click here to enter text

CONTACT FAX NUMBER: Click here to enter text

REGIONAL COORDINATOR: Sam Keys

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

GRANT TYPE

Individual PSAP

Consolidation

Regional Initiative

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- Technically Outdated* Strengthen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If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.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

YEARS of HARDWARE/SOFTWARE: _____

PROJECT FOCUS CPE

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

FINANCIAL DATA

Amount Requested: \$ 115,550

Total Project Cost: \$ 115,500

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:

Prince George County would like to use a grant award from the Virginia E-911 Continuity and Enhancement Program to upgrade our current CPE to accept NG911 calls. Prince George County is currently working with Verizon and Intrado to upgrade the existing legacy network that has been in



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

The equipment will be maintained and supported through vendor maintenance agreements that will be funded by the County as part of the operating 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.

N/A



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.

[Click here to enter text](#)

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.

This solution will be in place for the long term. Its sustainability will change over time, as more needs are identified and future technologies are considered and utilized. However, this project once approved will be ahead of where the commercial carriers are in their ability to provide these services right now. Thus, Prince George County will be in position to work with them, and begin taking these calls without any further equipment or service upgrades

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

This project addresses the core beliefs of the VA. Statewide E911 Strategic Plan. As outlined in 2.1 (Vision and Future – pg.7); this project will allow citizens in Prince George to have their calls received, processed, and dispatched from any geographical location, any communication device, and in any language. This project identifies and addresses the need for a 'statewide IP network' (pg. 7), and allows for the secure and fluid data transfer between 911 centers.

Additionally, and more specifically - Goal B of Section 2.2 – Strategic Goals (pg. 8) – meeting the citizens expectations for having access to 911 with

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:

Vendor quote attached. The total request is \$ 115,550.00. This is minus the optional parts and spares that were quoted.

EVALUATION



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

The evaluation process will conclude with extensive testing and verification processes of NextGen911 calls. Additionally, any 'risk management' issues will be identified and plans will be put in place as needed to minimize and reduce risks.



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"