

FY14

# PSAP GRANT PROGRAM APPLICATION



VIRGINIA INFORMATION  
TECHNOLOGIES AGENCY  
Integrated Services Division



## FY14 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](mailto: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 FY14 PSAP Grant Application Cycle starts July 1, 2012 and concludes on October 31, 2012 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.**



## FY14 PSAP GRANT APPLICATION

### PROJECT TITLE

Amelia Medium Priority GIS Data Enhancement

### GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Amelia County Sheriffs Office

CONTACT TITLE: E911 Coordinator

CONTACT FIRST NAME: Jason

CONTACT LAST NAME: Malloy

ADDRESS 1: P.O. Box 463

ADDRESS 2: 16441 Court Street

CITY: Amelia

ZIP CODE: 23002

CONTACT EMAIL: rjmalloy@ameliasheriff.org

CONTACT PHONE NUMBER: 804.561.2118

CONTACT MOBILE NUMBER: 804.314.2634

CONTACT FAX NUMBER: 804.561.2269

REGIONAL COORDINATOR: Sam Keys

### HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

**Amelia County, Virginia**

_____	_____
_____	_____
_____	_____
_____	_____

### GRANT TYPE

Individual PSAP

Regional Initiative

Consolidation

Secondary Consolidation



**GRANT PROGRAM TYPE**

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 Technically Outdated\*       Strengthen  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**If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.**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

**If "Other" selected, please specify:** 1T

**FINANCIAL DATA**

Amount Requested: \$ 4,800  
Total Project Cost: \$ 6,000

**STATEMENT OF NEED**



The Amelia County Sheriff’s Office operates the PSAP for Amelia County. At present time, the current map is 16 years old, having been produced last in 1994. The County needs to provide an up to date map book as back up for public safety dispatch and officers.

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

This grant, its associated paperwork, ordering of equipment, procurement of vendors, etc shall be maintained and conducted by the E911 Coordinator. Additional support shall be obtained through the administrative staff of the Amelia County Sheriff’s Office.



## COMPREHENSIVE PROJECT DESCRIPTION

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 PSAP is in need of a backup method to provide GIS information. This is not possible at this time, as no accurate, up-to-date map books or wall maps exist for Amelia County. There is also no commercially available map books of Amelia County, such as ADC Map Books, due to the rural nature of the community.

Goal 1 – To provide the citizens of Amelia County and the Commonwealth of Virginia, as well as the first responders of Amelia County and the Commonwealth of Virginia, the best possible level of emergency response/care.

Goal 2 – To provide a paper backup solution of crucial addressing data in the event of a catastrophic system failure.

Goal 3 – To improve public safety by ensuring that the PSAP has more accurate and up to date data on addresses and other essential data for responder use.

The County intends to procure a vendor solution for this project, and begin project work following the completion of a Grant also being submitted for 2014 to update the County's data into a singular database in the same format.



**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"/> <b>INITIATION</b> (Project approved by appropriate stakeholders)	<b>9 / 30 / 12</b>
<input checked="" type="checkbox"/> <b>DESIGN/PLANNING</b> (Project, system, or solution requirements are developed)	<b>10 / 31 / 12</b>
<input checked="" type="checkbox"/> <b>ACQUISITION</b> (Selected system or solution is procured)	<b>11 / 15 / 13</b>
<input checked="" type="checkbox"/> <b>IMPLEMENTATION</b> (Selected system or solution is configured and installed)	<b>1 / 15 / 14</b>
<input checked="" type="checkbox"/> <b>TESTING/COMPLETION</b> (Selected system or solution is tested and put in production)	<b>1 / 30 / 14</b>

Identify the longevity or sustainability of the project.

It is anticipated that the map book will be sustainable by the vendors and the County unless there is a significant industry change. The County is prepared to provide all funding required for this project beyond the initial amount provided by this grant program.



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

This project supports the Virginia Statewide Strategic Comprehensive Plan. Amelia County is trying to meet Goal A from Section 2.2 of the Strategic Goals. Goal A is provide a standard level of emergency response service to the public, which is further described as provided consistent emergency response services to anyone residing in or passing through the Commonwealth. The County cannot guarantee that to its citizens due to its lack of digital, verified data which is not reliable.

**REGIONAL INITIATIVE (if applicable)**

The relationship of the initiative to the participating PSAPs:

1T

Intended collaborative efforts:

1T



Resource sharing:

1T

How does the initiative impacts the operational or strategic plans of the participating agencies:

1T

**CONSOLIDATION (Primary or Secondary) - (if applicable)**

How would a consolidation take place and provide improved service:

1T

How should it be organized and staffed:

1T



What services should it perform:

1T

How should policies be made and changed:

1T

How should it be funded:

1T

What communication changes or improvements should be made in order to better support operations:

1T



## BUDGET AND BUDGET NARRATIVE

<u>Phase</u>	<u>Description</u>	<u>Project Cost</u>	<u>Funding Requested</u>
1	<i>High Priority Grant Completion</i> The County will complete updates and format conversion of data under GIS High Priority Grant.	\$0	\$0
2	<i>Procure Vendor for Solution</i> The County will procure a contractor to convert GIS data to develop a map book based on newly formatted data.	\$6,000	\$4,800
3	<i>Implement Map Book throughout Amelia Public Safety Community</i> The County will distribute the map book to dispatchers, police, fire and other public safety officers.	\$0	\$0
<b>Total Project Amount and Funding Requested</b>		<b>\$6,000</b>	<b>\$4,800</b>



## EVALUATION

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

Overall, this project's success will be measured by the amount of improvement and progress towards the County's public safety goals:

Goal 1 – To provide the citizens of Amelia County and the Commonwealth of Virginia, as well as the first responders of Amelia County and the Commonwealth of Virginia, the best possible level of emergency response/care.

Goal 2 – To provide a paper backup solution of crucial addressing data in the event of a catastrophic system failure.

Goal 3 – To improve public safety by ensuring that the PSAP has more accurate and up to date data on addresses and other essential data for responder use.



## 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"