

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

Mapping

### GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Charlotte County Sheriff's Office

CONTACT TITLE: E-911 Coordinator

CONTACT FIRST NAME: Lisa

CONTACT LAST NAME: Myers

ADDRESS 1: 222 Law Ln

ADDRESS 2: 1T

CITY: Charlotte Court House

ZIP CODE: 23923

CONTACT EMAIL: ccs0911@cchsheriff.com

CONTACT PHONE NUMBER: 434-542-5141

CONTACT MOBILE NUMBER: 1T

CONTACT FAX NUMBER: 434-542-5100

REGIONAL COORDINATOR: Stefanie McGuffin

### HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

_____	_____
_____	_____
_____	_____
_____	_____

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Technically Outdated\*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**If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.**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

# YEARS of HARDWARE/SOFTWARE: 7

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**PROJECT FOCUS** GIS: HIGH PRIORITY

If "Other" selected, please specify: 1T

## FINANCIAL DATA

Amount Requested: \$ 150,000

Total Project Cost: \$ 167,218

## STATEMENT OF NEED

**Charlotte County is in need of an update mapping database that will display current and accurate information. Currently the county has an out of date addressing base and lacks hardware and software to maintain the data. The current mapping information was installed in 2005. At this time, Charlotte County lacks the necessary funds to provide accurate and critical data.**



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:

This grant will allow Charlotte County to have accurate GIS information that is a must when locating a wireless caller. This GIS system will have the ability to display a caller's location enabling the communications personnel to quickly dispatch proper authorities. The GIS database that will be developed will allow public safety personnel to respond quickly.

Failure to receive this grant may result in delay of services to citizens within our county. This grant will allow for efficient and accurate addressing and mapping services to the citizens should there be a dire need.

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

County staff will be trained to perform certain routine data maintenance. Support will be a combination of in-house and consultant.

## 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 project will be handled in three different areas. 1) 911 addressing / mapping workstations, software and maintenance thereof, 2) 911 address / road centerline data field verification and routing package, and 3) 911 address maintenance by county's GIS consultant

The goal is to improve the overall readiness of the Charlotte County PSAP by improving the accuracy of the 911 data and being able to update and provide data as quickly as possible.

**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"/> <b>INITIATION</b> (Project approved by appropriate stakeholders)	<b>completed</b>
<input type="checkbox"/> <b>DESIGN/PLANNING</b> (Project, system, or solution requirements are developed)	<b>completed</b>
<input type="checkbox"/> <b>ACQUISITION</b> (Selected system or solution is procured)	<b>07/10/13</b>
<input type="checkbox"/> <b>IMPLEMENTATION</b> (Selected system or solution is configured and installed)	<b>08/01/13</b>
<input type="checkbox"/> <b>TESTING/COMPLETION</b> (Selected system or solution is tested and put in production)	<b>09/01/13</b>

Identify the longevity or sustainability of the project.

This project will be sustained thru maintenance contracts. The Charlotte County – 9-1-1 Mapping Project will ensure that the PSAP will have the most up-to-date technology available for mapping hardware and software that will support longevity of our project. The project will be sustained through vendor maintenance. The new mapping equipment will support future technologies by allowing the PSAP to not only maintain current levels of wireless 911 services but also allow the PSAP to keep up with rapidly changing technology and the demands placed on these services by the citizens of Charlotte County and visitors to our area. The new equipment will also make it much easier for new GIS technology to be incorporated into the day to day operation of the PSAP and allow for a smoother transition when changes are needed to allow the PSAP to stay on the cutting edge of technology.



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

The purchase will support future technologies for all PSAP responsibilities. The 911 addressing workstations allow the ongoing maintenance of addresses and mapping, as well as the utilization of new imagery provided by VGIN.

The road centerline and address verification will support PSAP operations thru the correction of inaccurate data and maps, which is paramount to operations.

**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

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:

GIS Map Data, ALI Database, and MSAG Analysis	\$ 1,375
Server w/hardware	60,374
Arc GIS for Desktop	14,425
CAD Interface	1,660
Collection of Structure Photos & Field Verification of Address Points	89,384
<b>Total Costs:</b>	<b>\$167,218</b>



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

The project's success will be measured by the amount of improvement in location of callers and overall services resulting from updated GIS system. Information from users of the system will be obtained to determine effectiveness of equipment purchased from this project. The completion of this project will ensure our goals will become a reality by allowing the PSAP to provide the most efficient and accurate addressing and mapping services during an emergency.



## 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"