

FY16

PSAP GRANT PROGRAM APPLICATION



VIRGINIA INFORMATION
TECHNOLOGIES AGENCY
Integrated Services Division



FY16 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 your Regional Coordinator. Any supporting documentation must also be submitted along with the application, including mandatory budgets for projects (if applicable).

After the close of the grant application cycle, a Grant ID and email receipt notification will be sent to the 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 FY16 PSAP Grant Application Cycle starts July 1, 2014 and concludes on September 30, 2014 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.



FY16 PSAP GRANT APPLICATION

PROJECT TITLE

GIS Data Creation and Verification

GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Amelia County
 CONTACT TITLE: Director, Emergency Management
 CONTACT FIRST NAME: Kent
 CONTACT LAST NAME: Emerson
 ADDRESS 1: 16410 Dunn St
 ADDRESS 2: P.O. Box A
 CITY: Amelia
 ZIP CODE: 23002
 CONTACT EMAIL: kent.emerson@ameliacova.com
 CONTACT PHONE NUMBER: 804.561.3914
 CONTACT MOBILE NUMBER: 804.677.7481
 CONTACT FAX NUMBER: 804.561.6039
 REGIONAL COORDINATOR: Sam Keys

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

Amelia County, VA

_____	_____
_____	_____
_____	_____
_____	_____

GRANT TYPE

- | | |
|---|--|
| <input checked="" type="checkbox"/> Individual PSAP | <input type="checkbox"/> Shared Services |
| <input type="checkbox"/> Regional Initiative | <input type="checkbox"/> Consolidation |
| <input type="checkbox"/> Secondary Consolidation | <input type="checkbox"/> |



GRANT PROGRAM TYPE

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- Technically Outdated*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If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.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

PRIORITY/PROJECT FOCUS

If "Other" selected, please specify: 1T

FINANCIAL DATA

Amount Requested: \$ 125,150.00

Total Project Cost: \$ 125,150.00

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:

Successful accomplishment of this project will improve our ability to provide current and reliable information to the PSAP from the GIS. We do not have the financial or technical resources to successfully develop and implement this project. We intend to hire a consultant to perform this work.

This project will vastly improve the ability of 911 in Amelia by providing a visually current and complete representation of all GIS data to dispatchers trying to direct emergency responders to the correct location of an emergency call. Structure point and centerline data will be evaluated in relation to other GIS data that will be brought into the Esri 10.x environment as part of this project. Should that data need to be adjusted as the result of new data to make the dataset as a whole more accurate. The County will also create a tool that allows the public to view and verify the location of structure points.

The County will incorporate funding into its long term budget to maintain the data standard into the future, but lacks the initial funding to improve the GIS data, and in some cases, convert it into a GIS format. If this funding is not received, the County will not be able to undertake this project.

This project is part of the County's long term commitment to improve local response capability through establishment of a common base data set using the Virginia Base Mapping Program.



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

The grant project will be completed by a vendor, and the County will engage a vendor to maintain the new data standard in the future with its own funding.



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 County of Amelia is one of less than a handful of counties in Virginia that does not have typical GIS data in its PSAP mapping. The County does not currently have the budget to undertake the completion of the GIS data layers, nor the quality control and assurance procedures to check the structure point and centerline data against parcel and other typical layers. This project will involve creating a much needed digital geodatabase for the County, including all structure points, centerlines, parcels and other associated data. The County will also distribute the GIS data throughout the County and back with VGIN to allow free use of the data throughout the state and to support VGIN initiatives. Without this grant funding, the County will not be able to singularly fund this project and will remain far behind the curve in providing adequate service to its citizens.

Project Phases Include:

1. Receiving, Verifying and Loading Data – Collecting the original data to be improved, converted and verified. Original data is located with various vendors and County departments and sources include paper, and Esri shapefile.
2. Pilot Area Creation, Delivery and Acceptance – The chosen vendor will create a pilot area of the converted data and send to the County for acceptance.
3. Full Conversion – Pending approval of the pilot area, the vendor will complete the remainder of the data conversion.
4. Verification Tools and Procedure – Structure points and parcel data will be analyzed both spatially and by real estate and address records. Structure points that do not match or align with real estate data will be verified by the County. County will make 911 data visible to the public for verification of location.
5. Esri Software and Training – Esri ArcGIS Standard will be purchased for the County to edit and analyze GIS data in the future. Future costs associated with this software purchase will be maintained by the County. Training for County staff will be included in this Phase.
6. Quality Control – Quality Control specialists will review data for errors including topology checks (overlapping geometry, duplication, multi-part segments, and other geometric errors that hinder connectivity) and ownership verification.
7. E-911 – The chosen vendor will export all GIS data from 10.x format into the appropriate format for CAD mapping, and ensure that any workflow is tested and fully repeatable by County staff.



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"/> INITIATION (Project approved by appropriate stakeholders)	07 / 01 / 14
<input checked="" type="checkbox"/> DESIGN/PLANNING (Project, system, or solution requirements are developed)	09 / 30 / 14
<input checked="" type="checkbox"/> ACQUISITION (Selected system or solution is procured)	08 / 01 / 15
<input checked="" type="checkbox"/> IMPLEMENTATION (Selected system or solution is configured and installed)	07 / 01 / 16
<input checked="" type="checkbox"/> TESTING/COMPLETION (Selected system or solution is tested and put in production)	08 / 01 / 16

Identify the longevity or sustainability of the project.

It is anticipated that the GIS data will be sustainable by the vendors engaged for maintenance and funded by the County unless there is a significant industry change. The County is prepared to provide all funding required beyond the initial amount provided by the 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 is striving to meet Goal A from Section 2.2 – which is to provide a level of emergency response service to the public, which is further described as providing 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.

SHARED SERVICES/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. However, budgetary quotes received from a particular vendor(s) during the application process do not commit the PSAP to use that vendor(s) once the grant is awarded.) Briefly explain the reason for each requested budget item and provide the basis for its cost. In addition, if contingency cost has been added, please identify the amount.

See next page.



<u>Phase</u>	<u>Description</u>	<u>Subtotal</u>	<u>Total</u>
Phase 1 - Receiving Verifying and Loading Data			\$4,400.00
	<i>Collecting data from various sources including paper and other vendors, scanning paper sources verifying usability of digital data.</i>	\$3,400	
	<i>Draft database creation.</i>	\$1,000	
Phase 2 - Pilot Area Creation Delivery and Acceptance			\$15,250.00
	<i>Formalization of GIS database.</i>	\$3,500	
	<i>Selecting and converting pilot area of the County's data, as well as results against existing 911 data. Allowing the County to review data and provide feedback, and altering any procedures according to the County's feedback.</i>	\$11,750	
Phase 3 - Full Conversion			\$42,000.00
	<i>Conversion of paper based data and attribution.</i>	\$42,000	
Phase 4 - Verification Tools and Procedure			\$32,250.00
	<i>Verification of converted data with existing 911 data.</i>	\$12,050	
	<i>Tool for providing public access to structure mapping.</i>	\$7,200	
	<i>Tool for County personnel to verify location in relation to data placement in the field.</i>	\$9,500	
	<i>Workflow creation for County to maintain data.</i>	\$3,500	
Phase 5 - Esri Software and Training			\$17,000.00
	<i>ArcGIS Desktop Standard</i>	\$7,000	
	<i>Customized on-site Training and Documentation Development</i>	\$8,000	
	<i>Esri Introductory Courses (estimated)</i>	\$2,000	
Phase 6 - Quality Control			\$9,250.00
	<i>Quality control and assurance of converted data and any necessary alterations to existing 911 data.</i>	\$9,250	
Phase 7 - 911 Dataset Development and Testing			\$5,000.00
	<i>Coordination of new and altered data with other vendors, testing of new dataset, and final workflow creation for 911 dataset.</i>	\$5,000	



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 in emergency services resulting from improved local data.

Successful project accomplishment will be based on achieving the following project milestones:

1. Hiring a geospatial consultant to assist in project planning and execution
2. Successful pilot acceptance
3. Successful completion of data conversion and improvement
4. Final data exported and used successfully within Mapping in PSAP



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"