

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

Automated Vehicle Location

GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Colonial Heights Emergency Communications

CONTACT TITLE: Public Safety IT Coordinator

CONTACT FIRST NAME: Lewis

CONTACT LAST NAME: Archileti

ADDRESS 1: 100-A Highland Avenue

ADDRESS 2: 1T

CITY: Colonial Heights

ZIP CODE: 23834

CONTACT EMAIL: archiletil@colonialheightsva.gov

CONTACT PHONE NUMBER: 804-524-9309

CONTACT MOBILE NUMBER: 804-731-7002

CONTACT FAX NUMBER: 804-524-2456

REGIONAL COORDINATOR: Sam Keys

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

_____	_____
_____	_____
_____	_____
_____	_____

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- Technically Outdated*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If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.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: \$ 17,000
 Total Project Cost: \$ 17,000

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:

The City of Colonial Heights Emergency Communications Center is hoping to integrate an Automated Vehicle Locator with its current Computer Aided Dispatch System. This would enable the dispatch of the closest vehicle to the reported incident instead of dispatching by assigned area thus cutting response time to

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

Once implemented, the only cost to maintain the project would be a yearly maintenance fee for the AVL software. The City's Emergency Communication Center would absorb this cost in their yearly budget.

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 necessary backbone is already in place for this project. All which is needed to implement is the purchase of the Automated Vehicle Location software from our current CAD Vendor and the GPS Pucks to equip each Police, Fire and Medic unit. Once purchases and installed, the Emergency Dispatch Center would be able to track real-time all emergency vehicles.

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 / 2015
<input checked="" type="checkbox"/> DESIGN/PLANNING (Project, system, or solution requirements are developed)	07 / 01 / 2015
<input checked="" type="checkbox"/> ACQUISITION (Selected system or solution is procured)	07 / 31 / 2015



<input checked="" type="checkbox"/> IMPLEMENTATION (Selected system or solution is configured and installed)	08 / 15 / 2015
<input checked="" type="checkbox"/> TESTING/COMPLETION (Selected system or solution is tested and put in production)	08 / 31 / 2015

Identify the longevity or sustainability of the project.

Project would be easily sustained by maintaining the software and hardware (city servers used to run current CAD System).

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

AVL would allow the dispatch of the closest Police, Fire or EMS unit to a 911 call thus cutting down on the overall response time. This would allow for quicker on-scene times and in the case of EMS calls, faster patient contact times.

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.

\$14,500 for the ShieldWare (CAD Vendor) Automated Vehicle Locator Software – to include installation

\$2,500 for GPS Pucks to equip all Police, Fire and EMS Vehicles

EVALUATION

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

Using current software and reporting methods, response times will be tracked over a 6 month then a 1 year period to determine if there is a significant drop from dispatch to on-scene times.



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"