



FY16

**PSAP GRANT PROGRAM
WIRELESS EDUCATION PROGRAM
APPLICATION**



VIRGINIA INFORMATION
TECHNOLOGIES AGENCY
Integrated Services Division



FY16 PSAP GRANT PROGRAM WIRELESS E-911 PSAP EDUCATION PROGRAM APPLICATION

HOW TO APPLY/DEADLINE

The Wireless E-911 PSAP Education Program 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.

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 Wireless E-911 PSAP Education Program grant application. Application made on the FY16 PSAP Grant Application form (Continuity, Consolidation and Enhancement projects) will not be accepted. 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 SECTIONS MUST BE COMPLETED IN ITS ENTIRETY OR THE APPLICATION WILL BE CONSIDERED INCOMPLETE AND NOT ACCEPTED FOR CONSIDERATION.



FY16 PSAP GRANT APPLICATION WIRELESS E-911 PSAP EDUCATION PROGRAM GRANT REQUESTS ONLY

GRANT APPLICANT PROFILE/PROJECT CONTACT

INDIVIDUAL WEP GRANT

REGIONAL WEP GRANT

PSAP/HOST PSAP NAME: Appomattox County
CONTACT TITLE: Public Safety Director
CONTACT FIRST NAME: Bobby
CONTACT LAST NAME: Wingfield
ADDRESS 1: 339 Court St.
ADDRESS 2: P.O.Box 397
CITY: Appomattox
ZIP CODE: 24522
CONTACT EMAIL: bobby.wingfield@appomattoxcountyva.gov
CONTACT PHONE NUMBER: 434-352-3950
CONTACT MOBILE NUMBER: 434-610-8872
CONTACT FAX NUMBER: 434-352-3968
REGIONAL COORDINATOR: Stefanie McGuffin

FINANCIAL DATA

AMOUNT REQUESTED: \$ 2000

(NOTE: The amount requested should be a reasonable estimate of total training expenses including hotel registration, conference registration, online training registration, and/or per diem (if applicable) for all anticipated participating personnel.)

HOST PSAP AND PARTICIPATING PSAPS (if a regional WEP application)

_____	_____
_____	_____
_____	_____
_____	_____



STATE PROFESSIONAL ORGANIZATION CONFERENCES

If the primary purpose of this WEP application is to send PSAP personnel to one or more of the annual state professional organization conferences (such as those sponsored by Virginia APCO, Virginia NENA, or Virginia GIS), please complete the following:

Virginia GIS Conference

ESTIMATED NUMBER OF PERSONNEL ATTENDING: 1T

NUMBER OF DAYS ATTENDING: 1T

Virginia APCO Fall Conference/Winter Conference

ESTIMATED NUMBER OF PERSONNEL ATTENDING: 5

NUMBER OF DAYS ATTENDING: 2

Virginia NENA Spring Conference

ESTIMATED NUMBER OF PERSONNEL ATTENDING: 3

NUMBER OF DAYS ATTENDING: 2

By checking this box, the applicant acknowledges that the education/training is specific to 911/public safety communications and/or GIS and it will benefit E-911 and the employees and/or PSAP by ensuring each employee selected to attend the conferences will be required to attend a minimum of 90% of the offered tracks in their respective field (Dispatcher, Technical or Management), or any combination of tracks as long as it equals 90% participation per day (i.e., if a dispatcher has 7 tracks offered in a given day, they must attend 90%).

By checking this box, the applicant acknowledges that the education/training is specific to 911/public safety communications and/or GIS and it will benefit E-911 and the employees and/or PSAP by using the funds to take advantage of the educational and training opportunities offered by the state professional organization chapters. The primary benefit would be continuing to educate staff with the current best practices, keep personnel current on the changing technologies, enhancements and requirements within the profession.



OTHER EDUCATIONAL/TRAINING OPPORTUNITIES

If this application includes educational/training opportunities other than the annual state professional organization conferences, please complete the following:

EDUCATION/TRAINING TITLE/EVENT: Click here to enter text

DATES: Click here to enter text

LOCATION: Click here to enter text

ESTIMATED NUMBER OF PERSONNEL ATTENDING: Click here to enter text

TOTAL ESTIMATED BUDGET OF TRAINING/EVENT: 1T

PER DIEM REQUESTED (allowable meals only): 1T

COMPREHENSIVE PROJECT DESCRIPTION

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.

Click here to enter text

EVALUATION

Describe the evaluation process that will be used to determine if participation in this education/training benefited the PSAP and/or supported E-911 and GIS.

Click here to enter text



OUT OF STATE TRAVEL WAIVER REQUEST

If this grant application is for out of state education/training opportunities or includes any part of the funds to be used for out of state education/training opportunities, please complete the following in its entirety.

EDUCATION/TRAINING EVENT: 1T

DEPARTURE DATE: 1T

RETURN DATE: 1T

LOCATION: 1T

ESTIMATED NUMBER OF PERSONNEL ATTENDING: [Click here to enter text](#)

TOTAL ESTIMATED BUDGET FOR EVENT: 1T

CONFERENCE/TRAINING: 1T

LODGING: 1T

MEALS AND INCIDENTALS: 1T

TOTAL COST OF TRIP REIMBURSABLE THROUGH THE WEP GRANT: 1T

REASON FOR OUT OF STATE TRAVEL WAIVER REQUEST (INCLUDING COMPREHENSIVE TRAINING DESCRIPTION AND EVALUATION PROCESS): 1T

MANAGING DEPARTMENT HEAD APPROVAL RECEIVED BY:

1T

DATE: 1T

McGuffin, Stefanie (VITA)

From: McGuffin, Stefanie (VITA)
Sent: Tuesday, August 12, 2014 4:03 PM
To: bobby.wingfield@appomattoxcountyva.gov
Subject: RE: FY 16 WEP Appomattox Co.

Bobby,

I have received your WEP grant application.

I see your point about how the "amount requested" is worded. I'll discuss this with the PSC Coordinator (Dorothy) and Grant Program Manager (Lisa) to assure I've asked you to put the correct amount there. Thanks for pointing this out to me.

Also, within the Grant Program's Continuity and Consolidation (C&C) section there is a priority for training. Here is a link to the guidelines: http://vita.virginia.gov/uploadedFiles/VITA_Main_Public/ISP/E-911/Grants/FY16GLAPP.pdf
Training is mentioned on pages 26, 31 and 32. So you could put in another application requesting funds for training. It falls a bit lower on the priority scale but could get funded. If you would like to please feel free to apply. I'm going to ask Dorothy and/or Lisa for a bit more clarity on the differences between the WEP and the training priority under the C&C section. I'll pass along any information I receive.

Thanks,

Stefanie McGuffin, GISP

Regional Coordinator, Integrated Services Program Service Management and Delivery Virginia Information Technologies Agency (VITA) VITA – Enabling the Business of Government

stefanie.mcguffin@vita.virginia.gov

www.vita.virginia.gov

(540) 579-4459 (office)

(540) 490-0380 (mobile)

(540) 751-3155 (fax)

VITA Customer Care Center - Call (866) 637-8482 (toll free) to report an outage or request service. Or e-mail the VCCC at vccc@vita.virginia.gov. Please note: E-mail should not be used to report critical issues or outages impacting an agency. To report a critical issue, please call the VCCC directly.

-----Original Message-----

From: bobby.wingfield@appomattoxcountyva.gov [<mailto:bobby.wingfield@appomattoxcountyva.gov>]

Sent: Tuesday, August 12, 2014 10:00 AM

To: McGuffin, Stefanie (VITA)

Subject: RE: FY 16 WEP Appomattox Co.

Stefanie,

I have adjusted the amount requested to \$ 2,000 and I realize the maximum amount is \$ 2,000 for the WEP but the statement is worded for all training and \$ 2000 would not cover all three training events with a reasonable number of personnel attending. I'm very appreciative for this grant as we could not send anyone without it. It would be nice if we could consider increasing the WEP.

(The amount requested should be a reasonable estimate of total training expenses including hotel registration, conference registration, online training registration, and/or per diem (if applicable) for all anticipated participating personnel)

Thanks,

Bobby Wingfield
Public Safety Director/911 Coordinator
Appomattox County
339 Court St.
P.O.Box 397
Appomattox, VA 24522
Phone: 434-352-3950

This email may contain confidential material. If you were not an intended recipient, please notify the sender and delete all copies.

-----Original Message-----

From: "McGuffin, Stefanie (VITA)" <Stefanie.McGuffin@vita.virginia.gov>
Sent: Monday, August 11, 2014 4:38pm
To: "bobby.wingfield@appomattoxcountyva.gov" <bobby.wingfield@appomattoxcountyva.gov>
Subject: RE: FY 16 WEP Appomattox Co.

Bobby,

Each PSAP may receive up to \$2,000 in WEP funds. You have 4000 on your application. If you would adjust that to 2000 and resend the application to me I'd appreciate it.

Stefanie McGuffin, GISP
Regional Coordinator, Integrated Services Program Service Management and Delivery Virginia Information Technologies Agency (VITA) VITA – Enabling the Business of Government

stefanie.mcguffin@vita.virginia.gov
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-----Original Message-----

From: bobby.wingfield@appomattoxcountyva.gov [<mailto:bobby.wingfield@appomattoxcountyva.gov>]
Sent: Monday, August 11, 2014 2:37 PM
To: McGuffin, Stefanie (VITA)
Subject: FY 16 WEP Appomattox Co.

Stefanie,

Please accept this grant application for the Wireless Education Program. If you have any questions please let me know.

Thanks,

Bobby Wingfield
Public Safety Director/911 Coordinator
Appomattox County
339 Court St.
P.O.Box 397
Appomattox, VA 24522
Phone: 434-352-3950

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