



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

xx INDIVIDUAL WEP GRANT

REGIONAL WEP GRANT

PSAP/HOST PSAP NAME: Staunton Police Department E9-1-1 Center

CONTACT TITLE: Dispatch Team Leader

CONTACT FIRST NAME: Elizabeth

CONTACT LAST NAME: Rodzinka

ADDRESS 1: 116 West Beverley St

ADDRESS 2: 1T

CITY: Staunton

ZIP CODE: 24401

CONTACT EMAIL: rodzinkaer@ci.staunton.va.us

CONTACT PHONE NUMBER: 540-332-3842

CONTACT MOBILE NUMBER: 540-294-1193

CONTACT FAX NUMBER: 540-332-3980

REGIONAL COORDINATOR: Stefanie McGuffin

FINANCIAL DATA

AMOUNT REQUESTED: \$ 2000.00

(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: 1T

NUMBER OF DAYS ATTENDING: 1T

Virginia NENA Spring Conference

ESTIMATED NUMBER OF PERSONNEL ATTENDING: 1T

NUMBER OF DAYS ATTENDING: 1T

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: Criminal Intelligence & Analysis Training

DATES : Dates vary (October, 2015)

LOCATION: North Chesterfield, VA

ESTIMATED NUMBER OF PERSONNEL ATTENDING: 4 Dispatchers

TOTAL ESTIMATED BUDGET OF TRAINING/EVENT: \$ \$2100 (class) + \$1128 (meals) + \$830 (lodging) = \$4058

PER DIEM REQUESTED (allowable meals only): \$39 x 4 x 2= \$312 / \$51 x 4 x 4 = \$816 / \$1128 total



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.

With the award of the WEP Grant our agency would be able to continue to send 2 dispatchers and 2 dispatch supervisors to classes for the Crime Analyst Program, which would not normally be available through our current education budget limits. The Crime Analyst Program, not only helps the dispatchers with their law enforcement tasks, but our dispatchers are able to assist with the Law Enforcement officers in obtaining data, producing actionable intelligence, and how to apply it. With funding through the WEP, this training does not only benefit the dispatchers, the PSAP, and law enforcement officers they work closely with, but the citizens in the community through community awareness.

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.

Each employee sent to training through the Education Program would bring their newly learned knowledge, notes and handouts from the classes back to their respective shifts to share the information with shift members and other PSAP employees, as appropriate. All training passed on to other employees will be documented through noted shift training logs and sign off sheets. Once registered for a class, our department will ensure that employees have appropriate schedule coverage to ensure that they attend the class they are registered for. The employees will be paid for their time at the classes as normal and not through the Education Program funding.



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: APCO 81st Annual Conference and Expo

DEPARTURE DATE: August 16th

RETURN DATE: August 19th

LOCATION: Washington, DC

ESTIMATED NUMBER OF PERSONNEL ATTENDING: 2 APCO Members/1 Non-Member
TOTAL ESTIMATED BUDGET FOR EVENT: 2 members = \$1900.00 / 1 member = \$1400

CONFERENCE/TRAINING: $\$425 \times 2 = \850.00 / $\$625 \times 1 = \625.00

LODGING: $\$169.00 \times 3$ (single/double occupancy) = \$507.00

MEALS AND INCIDENTALS: $\$54 \times 2 = \108 / $\$71 \times 2 \times 3$ days = \$426.00 = \$534 or
 $\$54 \times 1 = \54 / $\$71 \times 1 \times 3$ days = \$213 = \$267

TOTAL COST OF TRIP REIMBURSABLE THROUGH THE WEP GRANT: \$1900.00/\$1400.00

REASON FOR OUT OF STATE TRAVEL WAIVER REQUEST (INCLUDING COMPREHENSIVE TRAINING DESCRIPTION AND EVALUATION PROCESS): APCO International is the world's largest organization of public safety communications professionals. Every year they host a conference in the United States for communication professionals to be able attend numerous classes and trainings to expand their educational experiences, as well as, showcase the latest products and services that are available or upcoming. With taking advantage of the training opportunity it will provide professional development, technical assistance, advocacy and outreach for all communication professionals.

MANAGING DEPARTMENT HEAD APPROVAL RECEIVED BY:

Chief J E Williams

DATE: 24 September 2014



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A large, empty rectangular box with a thin black border, occupying the majority of the page. This area is typically used for submitting a grant application or other detailed information.