



FY17

PSAP GRANT PROGRAM APPLICATION



VIRGINIA INFORMATION
TECHNOLOGIES AGENCY
Integrated Services Division



FY17 PSAP GRANT PROGRAM APPLICATION

HOW TO APPLY/DEADLINE

The grant application is available and accessible from VITA ISP'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 FY17 PSAP Grant Application Cycle starts July 1, 2015 and concludes on September 30, 2015 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.



FY17 PSAP GRANT APPLICATION

PROJECT TITLE

King and Queen NG911 Readiness

GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: King and Queen VA
 CONTACT TITLE: Director of Planning/GIS Coordinator
 CONTACT FIRST NAME: Donna
 CONTACT LAST NAME: Sprouse
 ADDRESS 1: 242 Allen’s Circle, Suite L
 ADDRESS 2: P.O. Box 177
 CITY: King & Queen C.H.
 ZIP CODE:
 CONTACT EMAIL: dsprouse@kingandqueenco.net
 CONTACT PHONE NUMBER: 804.785.5975
 CONTACT MOBILE NUMBER: [Click here to enter text](#)
 CONTACT FAX NUMBER: [Click here to enter text](#)
 REGIONAL COORDINATOR: Sam Keys

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

King and Queen, VA

GRANT TYPE

- Individual PSAP Shared Services



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Technically Outdated*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If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.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

PRIORITY/PROJECT FOCUS NG 9-1-1 GIS EQUIPMENT & SERVICES

If "Other" selected, please specify: [Click here to enter text](#)

FINANCIAL DATA

Amount Requested: \$ 82,000

Total Project Cost: \$ 82,000



STATEMENT OF NEED

King and Queen County is requesting grant funding for this project due to inability of the County to fund this project on its own. This project is important in the overall process that is required of Virginia localities to begin moving towards the NG911 platform.

King and Queen is seeking to evaluate, correct, and plan to maintain their data into the future to support NG911. The County is taking a leadership role in the Middle Peninsula area, by leading the surrounding localities in creating a regional dataset as well. The County is applying for this individual grant to ensure its data validity in the area, and serve as a model for the surrounding localities that are also joining King and Queen in applying for the MidPenRRCL grant for FY17.

Without grant funding, the County will be unable to fund this important project.

COMPREHENSIVE PROJECT DESCRIPTION

This project will evaluate, correct, and train the County to provide comprehensive support to its E911 while at the same time preparing the County to move forward successfully to NG911. This project will be completed in Phases:

Phase 1 – The first Phase of the project will be to collect all of the data we will need to complete the project. This will include sources such as paper maps, data from vendors, data models from the MidPenRRCL, Esri and NENA, and from within many different County departments. This data will be loaded into a newly drafted database schema, organized, and verified for as to whether it is reliable enough to serve as a data source moving forward.

Phase 2 – Phase 2 of the project will focus on evaluating the County's data for accuracy and NG911 readiness. This includes evaluating the current state of the GIS location,

Phase 3 – In Phase 3, procedures developed and approved to correct the County's data will be completed in batches for the remainder of the County.

Phase 4 – The focus of Phase 4 will be providing the County with the tools necessary to maintain their data over time, as well as soliciting feedback from its citizens. Due to the concern that the County currently has for the placement and



accuracy of the address points, a web tool will be developed that will ask users to verify their addresses, and lead them through the process with the ability to automatically report its findings back to the County for correction if necessary. Workflows will be established and documented during this phase, with the goal of providing methods and tools that will enable the County to continue progressing in data quality assurance following the project.

Phase 5 – Phase 5 will focus on training those County employees that are most crucial to supplying E911 and eventually NG911.

Phase 6 – In Phase 6, Quality Control and Assurance Plans for all data and tools will be completed, and changes made as necessary.

Phase 7 – In the Final Phase, the new data will be tested in the current E911 environment, as well as the MidPenRRCL environment, and a solid workflow will be created to keep the data up to date on behalf of the County.

Identify the longevity or sustainability of the project.

This project currently has administrative support and all employees to be involved in the project (including their supervisors) are excited to begin the process. The County will pay additional costs that may necessary to maintain data to the standards created in this project.



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

This project supports the Virginia Statewide Strategic Comprehensive Plan. King and Queen 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 (if applicable)

The relationship of the project to the participating PSAPs:
Not Applicable.

Intended collaborative efforts:
Not Applicable.



Resource sharing:

Not Applicable

How does the project impact the operational or strategic plans of the participating agencies:

Not Applicable.

Provide a thorough, concise, and complete description of the project, including an outline of the goals and objectives, implementation strategy, and a work plan.

Not Applicable.



**PROJECT TIMELINE FOR
SHARED SERVICES & INDIVIDUAL PSAP APPLICATIONS:**

For each applicable phase of the project, indicate the estimated completion date. Sample activities for each phase are included.

PROJECT PHASE	ESTIMATED COMPLETION DATE
<input checked="" type="checkbox"/> INITIATION (Project approved by appropriate stakeholders) Sample activities: 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, and budgetary estimates are obtained	09 / 30 / 15
<input checked="" type="checkbox"/> DESIGN/PLANNING (Project, system, or solution requirements are developed) Sample activities: requirements are documented, components to be purchased are identified, and general design is documented	07 / 30 / 16
<input checked="" type="checkbox"/> ACQUISITION (Selected system or solution is procured) Sample activities: RFP (or other bid related processes) are drafted, proposals are evaluated, contract is signed, purchase orders are issued, and quotes are obtained	07 / 30 / 16
<input checked="" type="checkbox"/> IMPLEMENTATION (Selected system or solution is configured and installed) Sample activities: purchased components are delivered and installed and training is performed	07 / 30 / 17
<input checked="" type="checkbox"/> TESTING/COMPLETION (Selected system or solution is tested and put in production) Sample activities: performance of system/solution is validated and system/solution goes "live"	07 / 30 / 17



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.

[Click here to enter text](#)

Phase	Description	Subtotal	Total
Phase 1	Receiving Verifying and Loading Data		\$ 3,600
	Collecting data from various sources including vendors, paper, and digital data	\$ 3,600	
Phase 2	NG911 Data Evaluation		\$ 8,000
Phase 3	Full Data Manipulation and Correction		\$ 16,000
Phase 4	GIS and Verification Tools		\$ 30,700
	Mapbook tools	\$ 8,500	
	Citizen address verification tool	\$ 2,500	
	Esri Software License	\$ 6,000	
	ESN Polygon Creation / Correction	\$ 7,500	
	Workflow creation for data sharing and maintenance	\$ 6,200	
Phase 5	Esri Training		\$ 11,500
	Customized on-site training for Tools (estimated)	\$ 5,500	
	Esri In-depth classes to allow county to maintain data and workflows into the future for NG911 (estimated)	\$ 6,000	
Phase 6	Quality Control		\$ 6,600
	Quality control of all collected data and tool creation	\$ 6,600	
Phase 7	911 Dataset Development and Testing		\$ 5,600
	Coordination of new and altered data with other vendors, testing of corrected datasets and schemas	\$ 5,600	
	Total		\$ 82,000



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 an improved, NG911 Ready Dataset and Tools.

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. NG911 data evaluation
3. Tool Development
4. Final data exported and used successfully within Mapping in PSAP



CONSOLIDATION (Primary or Secondary) - (complete only if applicable)

How would a consolidation take place and provide improved service:

Not Applicable

How should it be organized and staffed:

Not Applicable

What services should it perform:

Not Applicable



How should policies be made and changed:

Not Applicable

How should it be funded:

Not Applicable

What communication changes or improvements should be made in order to better support operations:

Not Applicable