



FY17

# PSAP GRANT PROGRAM APPLICATION





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### 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

Radio Consoles – Louisa County

### GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Louisa County Sheriff’s Office, Emergency Communications Division

CONTACT TITLE: Director of Emergency Communications

CONTACT FIRST NAME: Tonya

CONTACT LAST NAME: Hovey

ADDRESS 1: 1 Woolfolk Ave.

ADDRESS 2: P.O. Box 504

CITY: Louisa

ZIP CODE: 23093

CONTACT EMAIL: thovey@louisa.org

CONTACT PHONE NUMBER: (540)967-3494

CONTACT MOBILE NUMBER: (540)894-4128

CONTACT FAX NUMBER: (540)967-1604

REGIONAL COORDINATOR: Sam Keys

### HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

**Louisa County Sheriff’s Office, ECC**

_____	_____
_____	_____
_____	_____
_____	_____

### GRANT TYPE

Individual PSAP

Shared Services



**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- Technically Outdated\*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**If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.**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 CALL HANDLING EQUIPMENT**

**If "Other" selected, please specify: 2T**

**FINANCIAL DATA**

Amount Requested: \$ 150,000

Total Project Cost: \$ 200,000



## 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 Louisa County Sheriff's Office Emergency Communications Center (LCSO ECC) is the primary and only PSAP serving Louisa County and the incorporated Towns of Louisa and Mineral. In addition, LCSO ECC is the primary PSAP responsible for the North Anna Nuclear Power Station, a National Critical Infrastructure, as well as two natural gas power generation stations, approximately 300 total miles of natural gas pipelines, two airports, 18 miles of interstate highway, and 37 miles of railroad.**

**In 2014, Louisa County had an estimated population listing of 34,348 spread over 514 square miles. The geographical area is a mix of rural residential communities and industrial development with a strong agricultural/farming base as well as a rapidly growing commercial development, including the recent addition of two big-box commercial retailers which have also attracted many other businesses. Also, the County is experiencing growth around our 13,000 acre recreational and residential lake, Lake Anna. Louisa County, despite its once rural nature, was recently named one of the top ten fastest growing counties in Virginia and top 100 fastest growing counties in the Country.**

**Louisa County has been faced with declining tax revenues and new environmental requirements that necessitate the need for several million dollars in wastewater treatment upgrades, as well as a fifty plus million dollar public water project in the western end of Louisa County, and the urgent need for the replacement of two schools that were destroyed by the earthquake of August 2011.**

**While the project is necessary to providing more proficient operations for our citizens, the county is unable to provide funding under existing constraints. This project will be sustained through the annual budgeting process**



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

**The grant will be maintained by ongoing service, maintenance, and upgrades to the software. Ongoing maintenance and upkeep will be budgeted through the annual operations budget. Hardware replacement is an existing approved expenditure.**

## **COMPREHENSIVE PROJECT DESCRIPTION**

Identify the longevity or sustainability of the project.

**This project is easily sustainable in the long-term. The project will create a permanent change for the Louisa County ECC, which will be factored into future budget preparations to allow for necessary hardware replacements and software replacements and upgrades.**



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

The comprehensive 9-1-1 plan weighs heavily on the NG911 needs of PSAPS in Virginia. There are few specific initiatives in the plan that address the ongoing non-NG911 needs of agencies. However, the overall goal of the plan is to ensure that the needs of Virginia agencies are met. Section 2.2 of the plan identifies two goals. The first, Goal A, is to provide a standard level of service to the public. For Louisa County, being able to ensure a consistent level of coverage requires the ability to handle additional calls during periods of increased call volume and manage workflow efficiently. Without that ability, service suffers.

**SHARED SERVICES (if applicable)**

The relationship of the project to the participating PSAPs:

2T

Intended collaborative efforts:

2T



Resource sharing:

2T

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

2T



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

LCSO ECC is requesting funding assistance for the purchase and installation of three replacements and one additional Motorola radio console. Currently LCSO ECC has seven dispatcher workstations. All of these positions are equipped with CAD and CPE for call receiving; but only three of which have radios for dispatching and managing calls for service. This restraint hinders workflow, especially during times of heavier call volumes, inclement weather and/or larger incidents. As the primary PSAP for one of Virginia’s two nuclear power stations, 18 miles of interstate highway, 37 miles of railroad, two airports, and hundreds of miles of natural gas pipeline, Louisa’s ECC is frequently finding ourselves in need of additional radio dispatching capabilities to better manage workflow and stay within the local and national standards for time-to-dispatch. Being able to more efficiently handle radio communications and having more dispatchers with radio availability also allows for the ECC to provide a safer level of attention to field units and better distribute work when operating multiple channels. Our current console version of Motorola Centracom Elite is no longer available for purchase. Therefore, adding one position also requires the replacement of the existing three. Upgrading the systems also allows for easier expansion going forward.

**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
<p><input checked="" type="checkbox"/> <b>INITIATION</b> (Project approved by appropriate stakeholders)</p> <p>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</p>	<p align="center"><b>07 / 15 / 16</b></p>



<input checked="" type="checkbox"/> <b>DESIGN/PLANNING</b> (Project, system, or solution requirements are developed)  Sample activities: requirements are documented, components to be purchased are identified, and general design is documented	<b>07 / 15 / 16</b>
<input checked="" type="checkbox"/> <b>ACQUISITION</b> (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	<b>10 / 31 / 16</b>
<input checked="" type="checkbox"/> <b>IMPLEMENTATION</b> (Selected system or solution is configured and installed)  Sample activities: purchased components are delivered and installed and training is performed	<b>12 / 31 / 16</b>
<input checked="" type="checkbox"/> <b>TESTING/COMPLETION</b> (Selected system or solution is tested and put in production)  Sample activities: performance of system/solution is validated and system/solution goes "live"	<b>01 / 31 / 17</b>



## 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.

- 4 – Motorola radio console software
- 4 – Motorola radio console hardware
- 3 – Tear-out
- 4 – Installation



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**EVALUATION**

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

**The project can be evaluated using the incident reporting times. With additional working radio consoles, the expectation is for decreased incident dispatch times during periods of higher call-volumes.**



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

How would a consolidation take place and provide improved service:

2T

How should it be organized and staffed:

2T

What services should it perform:

2T



How should policies be made and changed:

2T

How should it be funded:

2T

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

2T