



**FY17**

**PSAP GRANT PROGRAM  
PSAP EDUCATION PROGRAM  
APPLICATION**



VIRGINIA INFORMATION  
TECHNOLOGIES AGENCY  
Integrated Services Division



# FY17 PSAP GRANT PROGRAM PSAP EDUCATION PROGRAM APPLICATION

## HOW TO APPLY/DEADLINE

The PSAP Education Program grant application is available and accessible from VITA's ISP 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 PSAP Education Program grant application. Application made on the FY17 PSAP Grant Application form (Shared Services and Individual PSAP Program projects) will not be accepted. 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 SECTIONS MUST BE COMPLETED IN ITS ENTIRETY OR THE APPLICATION WILL BE CONSIDERED INCOMPLETE AND NOT ACCEPTED FOR CONSIDERATION.**



# FY17 PSAP GRANT APPLICATION PSAP EDUCATION PROGRAM GRANT REQUESTS ONLY

## GRANT APPLICANT PROFILE/PROJECT CONTACT

INDIVIDUAL PEP GRANT

MULTI-JURISDICTIONAL PEP GRANT

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

CONTACT TITLE: Emergency Communications Director

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)894-1428

CONTACT FAX NUMBER: (540)967-1604

REGIONAL COORDINATOR: Sam Keys

## 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 PEP application)

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

_____	_____
_____	_____
_____	_____
_____	_____



## STATE PROFESSIONAL ORGANIZATION CONFERENCES

If the primary purpose of this PEP 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: 4

NUMBER OF DAYS ATTENDING: 3

Virginia NENA Spring Conference

ESTIMATED NUMBER OF PERSONNEL ATTENDING: 6

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 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, or is a regional PEP application, please complete the following. (NOTE: Additional pages may be submitted for multiple training opportunities other than the annual state professional organization conferences.)

**EDUCATION/TRAINING TITLE/EVENT:** APCO Illuminations Continuing Education

**DATES:** Annual Subscription of online Continuing Education Articles

**LOCATION:** Online

**ESTIMATED NUMBER OF PERSONNEL ATTENDING:** 19

**TOTAL ESTIMATED BUDGET OF TRAINING/EVENT:** \$3000

**PER DIEM REQUESTED (allowable meals only):** None

### 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.**

Funding will be used to send employees to attend knowledge and skill-expanding training within Virginia. Primary focus will be on the Spring and Fall Conferences of Virginia APCO/NENA and/or subscription for each employee for APCO Illuminations online continuing dispatch education. This will specifically benefit Dispatchers with our agency because, in the absence of any structured requirement for in-service or continuing education, we have mandated 40 hours of training per year for each Emergency Communications employee. Due to decreased tax revenues and new environmental requirements that necessitate the need for several million dollars in wastewater treatment upgrades, as well as the urgent need for the replacement of two schools that were severely damaged by the August 2011 earthquake, local funding is unavailable for conference attendance and these hours have to be achieved primarily with training in-house and at the regional criminal justice training academy.



## 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.**

Evaluation is measured in two areas: Attendance and Class Experience/Acquired Knowledge

Attendance: Conferences are attended by at least one supervisory or management level employee in addition to base employees. Attendance can be ensured by this person.

Class Experience/Acquired Knowledge is evaluated objectively over time with increase knowledge and skill level; and through our extensive QAI program. Also, we rely heavily on the personal feedback of the employees who attend the training.