

Greetings:

As chair of the Commonwealth's Regional Advisory Council's (RAC) PSAP Baseline Services and Capabilities Budget work group, I am sending you this email to announce the Council's intentions to conduct a survey collecting targeted PSAP budget information. The purpose of the survey (attached) is to collect baseline costs for 9-1-1 at its current service delivery levels, and to use that information to determine if funding gaps may exist to sustain 9-1-1 after the deployment of NG9-1-1. The survey will focus on the most critical cost elements of:

- PSAP personnel
- CHE
- CAD
- Critical Infrastructure
- Voice/Data Recorder
- GIS/Mapping

As requested by the RAC, on January 12, 2017, ISP staff will ask the 9-1-1 Services Board to make response to the survey a financial and programmatic requirement for participation in the PSAP Grant Program. The deadline for completing this survey will be February 17, 2017. Due to the importance of this effort, and the potential of the Board to make response required, the ISP Regional Coordinators (RCs) will be assisting you. I am requesting that you **send a copy of your FY 16 PSAP budget to your RC by January 11, 2017.** This financial document should compare budgeted amounts to totals spent. You may need to reach out to your local finance department for this documentation, so allow time for information gathering.

Once budgets are submitted to your RC, they will review the information, and will take a first pass at completing the survey on your behalf. Then, after the January 2017 Board meeting, your RC will reach out to you to validate and correct information, or to help you gather information not provided in your budget, and complete the survey. Survey results will be shared with Board members at their March and May 2017 meetings, and will be made available to the PSAP community. Please note, only the completion of the survey (not providing your budget beforehand) will be a requirement for participation in the PSAP Grant Program.

If you have any questions about this effort, please don't hesitate to contact me, Dorothy Spears-Dean, or your representative on the [RAC](#).

Thanks in advance for your participation.

Melissa D. Foster
Director
Lynchburg Department of Emergency Services
melissa.foster@lynchburgva.gov