



ARPA-10

ARP Application - Jefferson County

Status: Active

Date Created: Oct 29, 2021

Applicant

Russell Burgess
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116 E Washington Street
Charles Town, WV 25414
3047285605

Internal Section

Certification

Digital Signature

Russell Burgess
10/29/2021

Contact Information

Organization Name

Jefferson County Commission

Address

124 E Washington Street, Charles Town, WV 25414

Website (if applicable)

www.jeffersoncountywv.org

Phone Number

304-728-5605

Email Address

rburgess@jeffersoncountywv.org

Project Summary

1. Brief description of the proposal

Commission Public Meeting Room Audio Video Web Enable meetings to ensure dissemination of public information

2. Purpose and key anticipated outcomes

Make the Commission Public Meeting Room Audio Video Web Enabled so meetings for the public, business, safety officials and clear and can be understood by all.

3. Individuals or communities served

Jefferson County, West Virginia

4. How the COVID-19 pandemic has necessitated this request

Meetings used to be all in person, now with social distancing and Covid-19 pandemic the need is to have Audio Video Web Enabled meetings so all can have the opportunity to be informed.

5. Amount of funding requested

50,000

6. Amount of any bids or cost estimates received to date, if applicable

0

7a. Amount of matching funds raised or committed by your organization

0

7b. Source of matching funds raised or committed by your organization

0

8. How ARP funds, if awarded, will be used

Request for Proposals/Bids to accomplish the project goals

9. How long it will take you to complete the project if awarded funding

90 days

Proposal Details

1. Please describe the problem or need which your project seeks to address

Make the Commission Public Meeting Room Audio Video Web Enabled so meetings for the public, business, safety officials and clear and can be understood by all.

2. Please describe goals and expected outcomes of your proposal.

To solve communications issue's with the public.

3. Please provide your project timeline

immediatley

4. Please provide your project's total proposed budget.

\$50,000

5. Please list any partners in this proposal, and the partner’s role and your relationship with them.

n/a

6. Please describe your plan for sustainability of the project or initiative after the grant award has been exhausted.

Organization Information

1. Please provide your organization's mission statement.

The Jefferson County Commission's Office of Information Technology has as its underlying purpose the goal of providing technology solutions to enable efficient, effective, and comprehensive access to the county's information and services.

To accomplish this goal, the Office of Information Technology will develop, enhance, and manage the Commission's software and data networks to provide all information and services in such a way as to maximize these resource's utilization.

The Office of Information Technology will support all Jefferson County Commission departments and services with reliable and secure systems to support the county's services and functions.

The Office of Information Technology will utilize the cost efficient hardware and software to meet the above goals, while striving to provide all Jefferson County Commission departments with the most effective tools available.

2. Describe the history of your organization, tell us about your current programs and activities

The Jefferson County Commission's Office of Information Technology was formed in 2013 to serve the Information Technology needs of Jefferson County, West Virginia public officials, departments and elected officials

3. Please describe three significant accomplishments of your organization.

Unifying technology expenditures across departments and elected officials. Implementing and Active Directory infrastructure across departments and elected officials. Establishing an Information Technology HelpDesk.

4. Please list your Owner(s), Board of Directors, senior staff members, or other key members of your organization:

Jefferson County Commission, West Virginia Commissioners and Elected Officials

5. Please list the staff involved with this project and describe their roles and responsibilities:

Russell Burgess, Director of Information Technology. Project and Implementation Manager

Cash flow statement for applicant's most recent fiscal year

Uploaded by ... on

Two years of audited financial statements

Uploaded by ... on

Current operating budget

Uploaded by ... on

If the applicant has not been audited, please include an unaudited balance sheet and income statement as prepared by the applicant

Uploaded by ... on

7. List any federal, state, local or private grant awards or funding received in the last three years and the current status of those funds. If your organization has previously received funds from Jefferson County, please list the amount, nature of the project(s) and current status of the funding and project(s).

n/a

8. If you have made an application for funding for this project from other sources (city, state, private or non-profit organizations) please list the same here.

n/a

Impact of the COVID-19 Pandemic

1. Please explain the impact of the COVID-19 pandemic and how it relates to your request.

Covid-19's changes to how staff, the public and safety officials communicate to ensure social distancing and safety caused a significant shift in how we need to be able to communicate with the public in a timely and effective manner. Currently we need the ability to enable Audio Video Web Enable our Public Meetings in a way that is clear and can be understood by all.

2. How will ARP funding, if awarded, aid in the recovery from the COVID-19 pandemic?

Allow us to communicate more effectively with the public, businesses and safety officials.

3. Are you requesting lost revenue due to COVID-19

No

Supplementary Information

1. Please enter contact information (name, email, and phone) for at least one third-party reference.

Tom Reilly, treilly@tek-advisors.com, 304-261-1438

2. Please include any supplementary information or documentation (such as letters of support, newspaper articles, etc) which you feel will be essential to the County's review.

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Attachments

No attachments

History

Date	Activity
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Date	Activity
Oct 29, 2021 at 12:58 pm	Russell Burgess started a draft of Record ARPA-10
Oct 29, 2021 at 1:20 pm	Russell Burgess submitted Record ARPA-10
Oct 29, 2021 at 1:20 pm	approval step Application Review was assigned to Michelle Gordon on Record ARPA-10
Oct 29, 2021 at 1:20 pm	changed the deadline to Oct 30, 2021 on approval step Application Review on Record ARPA-10