

Project Management Plan

FY 2009 UASI

Project Information	
Project Title	GIS Data Exchange
Subgrantee	District of Columbia
Subgrant No	[to be generated by SAA]
Subgrant Award	\$600,000.00
Jurisdiction (if applicable)	District of Columbia
Supporting ESF /RPWG	All
Subgrant Period of Performance	[to be determined by SAA]
Project Completion Time	1 year
Main Subgrantee Point of Contact	Barney Krucoff

1. Subgrantee Applicant Profile

Contact Information	Subgrantee Authorization Official	Subgrantee Project Manager	Subgrantee Financial Officer
Name	Barney Krucoff	Robert Horne	Phil Peng
Title	Geographic Information Officer	Public Safety GIS Lead	Agency Financial Officer
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Has the subgrantee received NCR|GMS training? ☐ Yes ☒ No

Who will be managing NCR|GMS for this subgrant: Robert and Barney

2. Project Summary

Summarize your project in a few sentences for each category:

2.1.Summary/Description of Project

800 character limit.

The project will improve the sharing of geospatial resources between NCR partners. It will augment the NCR DEH by building capacity for partners to securely share dynamic web services and data. It will also create a clearinghouse for geospatial data. States, local jurisdictions, and other NCR partners will be able to submit metadata on their geospatial data and services and upload and download data via the clearinghouse. The clearinghouse will include foundational data as well as topic-specific data. The data maintained by custodians in their native format will be made available to others in a standardized format to support all leading geospatial platforms. The clearinghouse will include tools for search and discovery of data and will notify users of new and updated data.

2.2.Current Capabilities

Describe current capabilities and how this project will improve them. 800 character limit.

Multiple geospatial applications support emergency management and other government functions across the NCR. Most are supplied by a mix of data from federal, state and local, live data feeds, web services. A lot of time and money is spent by each jurisdiction gathering data for their application. Data collection efforts are duplicated, data maintenance is not optimized and opportunities for improved decision making using better data are missed. There is no systematic way for jurisdictions to know what geospatial data or services their neighbors have, how to access it or get permission to use those data. The clearinghouse will provide a one stop shop for partners to discover who has what data and services, where they're located, learn of use restrictions and whom to contact for access.

2.3.Continuation/Maintenance Project?

Was the project previously funded?

Subgrant ID	Award	Description

2.4.Risk and Approach

500 character limit per category.

Risk	Multiple projects that use geospatial information to
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Identify the homeland security-related risk that pertains to this project	support emergency management are currently in implementation within the NCR. There is no standard way for jurisdictions to know what geospatial data or web services their neighbors have, where to find it, or get access instructions. This can result in data gaps that will hamper responders' ability to fully conceive of, coordinate, or act on the information necessary to effectively manage rapidly evolving incidents.
<i>Approach</i> How will your effort reduce this risk?	This project will identify data gaps and formulate a plan to address those gaps. It will also identify web map services that are currently available and hurdles to providing web map services for the other NCR partners. In addition, it will create one common clearinghouse that all jurisdictions can go to obtain geospatial data from their neighbors until web map services are available for the entire NCR region.

3. Deliverables and Tasks

#	Deliverable	#	Task	Length of Time	End Date
1	Requirements Gathering	1.1	Survey CIOs and ESFs and GIS managers to identify common geospatial data needs. This will include reviewing data requirements that were defined as part of previous GIS data gathering efforts.	2 months - all tasks	
		1.2	Identify partners that can currently produce live web map services.		
		1.3	Determine what security is needed and work with the CIOs to plan the implementation of the security procedures. Security levels may be different for different users and different datasets.		
		1.4	Determine what hardware and software capabilities will be needed to make the clearinghouse operational.		
		1.5	Determine what MOUs or riders to existing MOUs will be necessary to share the data.		

#	Deliverable	#	Task	Length of Time	End Date
2	Data Inventory	2.1	Survey local, state, regional, and federal agencies to identify available data. This will include identifying data that the various viewers in the region are consuming.	2 months - all tasks	
		2.2	Adopt FGDC standard symbology for emergency management geospatial data sets.		
		2.3	Identify existing services to consume.		
		2.4	Identify data licensing options for a basemap of the NCR.		
		2.5	Validate the existing Minimum Essential Dataset developed by the GIS Committee. Determine where data gaps exist in both availability and sustainability, and formulate a plan to augment and maintain data in these areas.		
3	System Design	3.1	Enhance existing HIRA servers and software to handle the load anticipated from the clearinghouse.	3 months - all tasks	
		3.2	Develop web services for data housed in the clearinghouse.		
		3.3	Develop links to existing web services that can be consumed.		
		3.4	Develop standards that allow jurisdictions to easily post data to the clearinghouse.		
		3.5			
4	System Implementation and Testing	4.1	Acquire all geospatial data defined in task 2.1, and license any commercial data agreed upon in task 2.4.	3 months - all tasks	
		4.2	Implement FGDC standard symbology for emergency management geospatial data sets.		
		4.3	Implement security for the system that is consistent with current CIO defined security capabilities and that will also safeguard the data. The security structure may change over time as identity management tools become available.		
		4.4	Conduct comprehensive testing of the system.		
		4.5			
5	Documentation and Training	5.1	Produce and gain approval for any MOUs or riders to MOUs deemed necessary in task 1.5.	2 months - all tasks	

#	Deliverable	#	Task	Length of Time	End Date
		5.2	Document procedures for posting data to and searching for data on the clearinghouse.		
		5.3	Produce a report outlining the system architecture as well as operational, security, and maintenance requirements of the system.		
		5.4	Produce a report outlining all data, views, and symbology available through the initial system.		
		5.5	Design and conduct training sessions for GIS specialists and executive users of the clearinghouse.		

4. Spend Plan

4.1.Financial Plan

AEL: Authorized Equipment List – this information will be used to enter the spend plan in NCR|GMS.

Comptroller Object: To Be Filled by DC Agencies Only – this information will be used to load the budget.

POETE: Planning, Organization, Equipment, Training, Exercises

[illegible]

4.2.Sustainment

Maintenance Category	Answer
<p><i>Long-term Sustainment Plan.</i></p> <p>Will Homeland Security Grant funds be required for sustainment? (Choose one of the following)</p>	<p>1. <input type="checkbox"/> No future costs are anticipated.</p> <p>2. <input type="checkbox"/> Subgrantee will assume all future costs.</p> <p>3. <input checked="" type="checkbox"/> Subgrantee will need future grant funding to cover all costs.</p> <p>4. <input type="checkbox"/> Subgrantee will assume part of the costs and need future grant funding to cover the rest.</p>
<p><i>Maintenance Budget</i></p>	<p>Annual budget: \$50,000</p> <p>Years of maintenance required: years</p>
<p><i>Useful Life.</i></p> <p>How long will the equipment be useful?</p>	<p>3 years</p>

5. Risk Plan

Risk Title	Quality	Budget	Time	Likelihood (H, M, L)	Mitigation Steps
This project contains no funds for data integration. The inherent differences in jurisdictional data can result in data sets not matching at borders.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	H	The project will attempt to license a commercially available common data set for the base street map. The data sets that are posted to the clearinghouse will be required to meet certain standards which will allow them to be displayed consistently across jurisdictional boundaries.
We will not be able to secure the required permission to share the data regionally.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	M	Using web-services may mitigate the need for some MOUs. In addition, the project plan includes working with the CIOs from the inception of the project to leverage their ongoing work on regional data sharing agreements.
The GIS Data Exchange project will add to existing capabilities to current GIS management processes.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	M	Steps will be taken to effectively train relevant personnel in both using the clearinghouse on a day-to-day basis and on maintaining links to the most current data available. Support for this

Risk Title	Quality	Budget	Time	Likelihood (H, M, L)	Mitigation Steps
					project at the upper management level is key in maintaining interest in keeping the data in the clearinghouse useable. The project will put an emphasis on data sharing and remaining viewer agnostic. The lasting value will come from the data feeds, standards, coordination, and governance process.

6. Additional Information

7. Project Details

7.1.National Preparedness Guidelines

National Priority – Select one

- | | |
|---|---|
| <input type="checkbox"/> Implement the National Incident Management System and National Response Plan | <input type="checkbox"/> Strengthen Interoperable Communications Capabilities |
| <input type="checkbox"/> Expanded Regional Collaboration | <input type="checkbox"/> Strengthen Chemical, Biological, Radiological, Nuclear, and Explosive Detection, Response and Decontamination Capabilities |
| <input type="checkbox"/> Implement the Interim National Infrastructure Protection Plan | <input type="checkbox"/> Strengthen Medical Surge and Mass Prophylaxis Capabilities |
| <input checked="" type="checkbox"/> Strengthen Information Sharing and Collaboration Capabilities | |

Target Capability(ies) – Select up to three

Common Capabilities

- | | |
|--|---|
| <input type="checkbox"/> Planning | <input type="checkbox"/> Critical Resource Logistics and Distribution |
| <input checked="" type="checkbox"/> Communications | <input type="checkbox"/> Volunteer Management and Donations |
| <input type="checkbox"/> Community Preparedness and Participation | <input type="checkbox"/> Responder Safety and Health |
| <input type="checkbox"/> Risk Management | <input type="checkbox"/> Emergency Public Safety and Security |
| <input checked="" type="checkbox"/> Intelligence and Information Sharing and Dissemination | <input type="checkbox"/> Animal Disease Emergency Support |

Prevent Mission Capabilities

- | | |
|---|---|
| <input checked="" type="checkbox"/> Information Gathering and Recognition of Indicators and Warning | <input type="checkbox"/> Environmental Health |
| <input type="checkbox"/> Intelligence Analysis and Production | <input type="checkbox"/> Explosive Device Response Operations |
| <input type="checkbox"/> Counter-Terror Investigation and Law Enforcement | <input type="checkbox"/> Fire Incident Response Support |
| <input type="checkbox"/> CBRNE Detection | <input type="checkbox"/> WMD and Hazardous Materials Response and Decontamination |

Protect Mission Capabilities

- | | |
|---|---|
| <input type="checkbox"/> Critical Infrastructure Protection | <input type="checkbox"/> Citizen Evacuation and Shelter-in-Place |
| <input type="checkbox"/> Food and Agriculture Safety and Defense | <input type="checkbox"/> Isolation and Quarantine |
| <input type="checkbox"/> Epidemiological Surveillance and Investigation | <input type="checkbox"/> Search and Rescue (Land-Based) |
| <input type="checkbox"/> Laboratory Testing | <input type="checkbox"/> Emergency Public Information and Warning |

Respond Mission Capabilities

- | | |
|---|--|
| <input type="checkbox"/> On-Site Incident Management | <input type="checkbox"/> Emergency Triage and Pre-Hospital Treatment |
| <input type="checkbox"/> Emergency Operations Center Management | <input type="checkbox"/> Medical Surge |

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| <input type="checkbox"/> Medical Supplies Management and Distribution |
| <input type="checkbox"/> Mass Prophylaxis |
| <input type="checkbox"/> Mass Care (Sheltering, Feeding and Related Services) |
| <input type="checkbox"/> Fatality Management |

Recover Mission Capabilities

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| <input type="checkbox"/> Structural Damage Assessment |
| <input type="checkbox"/> Restoration of Lifelines |
| <input type="checkbox"/> Economic and Community Recovery |

DHS Project Type – Select one

- | | |
|---|---|
| <input type="checkbox"/> Establish/enhance a terrorism intelligence/early warning system, center, or task force | <input type="checkbox"/> Establish/enhance public-private emergency preparedness program |
| <input type="checkbox"/> Establish/enhance a agro-terrorism preparedness capabilities | <input type="checkbox"/> Establish/enhance sustainable homeland security exercise program |
| <input type="checkbox"/> Establish/enhance cyber security program | <input type="checkbox"/> Manage, update and/or implement the State Homeland Security Strategy |
| <input type="checkbox"/> Establish/enhance emergency operations | |

- | | |
|---|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> center <input type="checkbox"/> Establish/enhance regional response teams <input type="checkbox"/> Establish/enhance sustainable homeland security training program <input type="checkbox"/> Administer and manage the FY07 Homeland Security Grant <input type="checkbox"/> Establish/enhance sustainable Homeland Security Planning Program <input type="checkbox"/> Establish/enhance citizen awareness of emergency preparedness, prevention and response measures <input type="checkbox"/> Establish/enhance citizen / volunteer initiatives <input type="checkbox"/> Adopt and implement NIMS to include integration of core concepts into plans and procedures <input type="checkbox"/> Assess vulnerability of and/or harden/protect critical infrastructure and key assets <input type="checkbox"/> Build/enhance a pharmaceutical stockpile and/or distribution network <input type="checkbox"/> Develop/enhance interoperable communications system <input type="checkbox"/> Enhance capability to support international border and waterway security <input type="checkbox"/> Establish/enhance a public health surveillance system <input type="checkbox"/> Establish/enhance Citizen Corps Councils <input type="checkbox"/> Establish/enhance explosive ordnance disposal units/bomb squads | <ul style="list-style-type: none"> <input type="checkbox"/> Manage, update and/or implement the Urban Area Homeland Security Strategy <input type="checkbox"/> Develop/enhance plans, procedures, and protocols <input type="checkbox"/> Develop/enhance homeland security / emergency management organization and structure <input type="checkbox"/> Enhance integration of metropolitan area public health / medical and emergency management capabilities <input type="checkbox"/> Establish/enhance mass care shelter and alternative medical facilities operations <input type="checkbox"/> Establish/enhance emergency plans and procedures to reflect the National Response Plan <input checked="" type="checkbox"/> Develop/enhance state and local geospatial data system/Geographic Information System (GIS) <input type="checkbox"/> Enhance capabilities to recover from all-hazards events <input type="checkbox"/> Enhance capabilities to respond to all-hazards events <input type="checkbox"/> Enhance capability to perform post-incident structural damage and mitigation assessment <input type="checkbox"/> Enhance capability to restore lifelines post incident <input type="checkbox"/> Enhance capability to support economic and community recovery <input type="checkbox"/> Establish/enhance fusion center <input type="checkbox"/> Manage, update and/or implement the Regional Transit Security Strategy <input type="checkbox"/> Transit Security Grant Program – BUS <input type="checkbox"/> Transit Security Grant Program – FERRY <input type="checkbox"/> Transit Security Grant Program – RAIL |
|---|--|

7.2.Homeland Security Strategy (only applicable for UASI projects)

Strategic Initiative(s) – Select up to three

1 PLANNING & DECISION-MAKING

1.1 Strengthen the regional approach to homeland security planning and decision-making.

- ☐ 1.1.1 Develop and periodically update the Strategic Plan and related processes.
- ☐ 1.1.2 Document and implement the components and sequence of the NCR HLS regional planning process, incorporating results of lessons learned.

1.2 Establish an NCR-wide process to identify and close gaps using public and private resources.

- ☐ 1.2.1 Design and conduct a risk-based threat analysis to identify and address gaps in regional preparedness.
- ☐ 1.2.2 Establish a requirements generation and prioritization process that addresses needs of all practitioners.

1.3 Enhance oversight of and accountability for the management of investments and capabilities.

- ☐ 1.3.1 Establish regional oversight and accountability function with appropriate tools and resources for performance transparency.
- ☐ 1.3.2 Develop investment lifecycle planning approach to ensure infrastructure and resources are available to support multi-year operational capabilities.

2 COMMUNITY ENGAGEMENT

2.1 Increase public preparedness through education campaigns and emergency messaging before, during and after emergencies.

- ☐ 2.1.1 Establish regional protocols and systems for developing and distributing emergency information to all NCR populations.
- ☐ 2.1.2 Develop and sustain multiyear education campaigns to provide all the public (residents, workers and visitors) with preparedness information.

2.2 Strengthen the partnerships and communications among the NCR's public, civic, private, and NGO stakeholders.

- ☐ 2.2.1 Identify and develop opportunities and resources for stakeholder partnerships to broaden participation in public disaster preparedness.
- ☐ 2.2.2 Increase civic involvement and volunteerism in all phases of disaster preparedness.

3 PREVENTION & PROTECTION

3.1 Develop and maintain common regional standards for planning, equipping, training, operating and exercising.

- ☐ 3.1.1 Develop a prevention and mitigation framework for the region.
- ☐ 3.1.2 Develop a synchronized and integrated training and exercise framework, with appropriate common standards.
- ☐ 3.1.3 Develop an integrated plan related to health surveillance, detection and mitigation functions between NCR Partners.
- ☐ 3.1.4 Develop a community-wide campaign, focused primarily on prevention and deterrence.

3.2 Strengthen the exchange and analysis of information across disciplines for improved situational awareness.

- ☒ 3.2.1 Develop common regional information sharing and collaboration frameworks, to include determining roles, responsibilities and protocols.
- ☐ 3.2.2 Ensure that each jurisdiction has appropriate people cleared to receive, analyze, and act on sensitive and classified information.

3.3 Employ a performance- and risk-based approach to critical infrastructure protection across the NCR.

- ☐ 3.3.1 Conduct a prioritization of recommended high priority CIP protective and resiliency actions based on security assessment findings already completed and shared with the NCR.
- ☐ 3.3.2 Create an inventory of CI of assets and work on developing a common methodology for assessing the risk to CI across all relevant sectors within the NCR and recommend initial protective and resiliency actions.

4 RESPONSE & RECOVERY

4.1 Develop and implement integrated response and recovery plans, policies, and standards.

- ☐ 4.1.1 Establish a corrective action program to modify plans by addressing gaps identified in analyses, exercises & events.
- ☐ 4.1.2 Align and integrate response plans across jurisdictions (including Federal partners), with emphasis on continuity of government, operations, and evacuation.
- ☐ 4.1.3 Define capabilities and expectations for decontamination and re-entry.

4.2 Strengthen all components of an integrated region wide response and recovery capability.

- ☐ 4.2.1 Develop coordinated and standardized protocols for mandatory notification of regional partners during an emerging incident to maintain situational awareness.
- ☐ 4.2.2 Develop and implement a plan for regionally coordinated adoption and employment of National Incident Management System (NIMS).
- ☐ 4.2.3 Develop and implement enhanced architecture, infrastructure, and concept of operations for secure regional interoperable communications

4.3 Improve and expand effective resource sharing systems and standards.

- ☐ 4.3.1 Develop a regional resource management system for deployment and utilization of resources.

- ☐ 4.3.2 Establish and implement regional, interdisciplinary protocols (e.g. Mutual Aid agreements).
- ☐ 4.3.3 Establish and implement regional, interdisciplinary standards for equipment interoperability.

4.4 Identify and close gaps in long-term recovery capabilities.

- ☐ 4.4.1 Model and exercise the appropriate 15 DHS scenarios to assess region-wide impact.
- ☐ 4.4.2 Align public, private and NGO resources with identified needs for response and recovery.
- ☐ 4.4.3 Review existing programs, mutual aid agreements, MOUs, and legislation to identify and close gaps in facilitating long-term recovery.