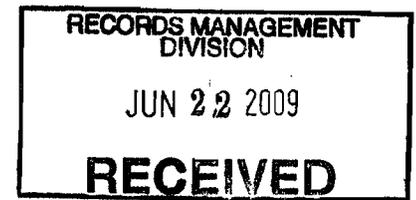


**Nebraska State  
Records Board**  
440 S 8<sup>th</sup> St Ste 210  
Lincoln, NE 68508  
(402) 471-2745

**John A. Gale**  
Chairman



## **APPLICATION FOR STATE RECORDS BOARD GRANT TO IMPROVE ACCESS TO PUBLIC INFORMATION (Local Government Agency)**

The Nebraska State Records Board is sponsoring a grant program for county and municipal governments for the development of programs and technology to improve electronic access to public records by citizens and businesses. The grants may be used for the creation or enhancement of electronic access and delivery of government services and information, but not to fund ongoing operations. One of our highest priorities is to encourage collaboration and projects, which can ultimately be used in multiple jurisdictions with minimal modification. Collaborative projects may be awarded grants in the amounts not to exceed \$25,000.00; single jurisdiction projects have a \$10,000.00 limit.

A collaborative grant must have more than one jurisdiction involved or be a project or application that can readily be shared and utilized by more than one jurisdiction. A single jurisdiction, in order to qualify as a collaborative grant, must provide a plan of how the application will be made available and shared with other jurisdictions at no charge.

### **Grant Criteria**

*Projects requesting funding must meet criteria #1-3. In addition, criteria #4-6 will be considered when reviewing funding requests:*

1. Enhance the delivery of local government agency services and improve access to those services.
2. Meet the state's technology access clause for providing equal access to services for persons with disabilities. A copy of the technology access clause is available at: <http://www.nitc.state.ne.us/standards/index.html> under 2. Accessibility Architecture.
3. If the project or service created or improved pursuant to the grant application involves the licensing, permitting or regulation of businesses, then the project or service must allow integration with the State of Nebraska's Business Portal at: <http://www.nebraska.gov/index.phtml?section=business> and the One-Stop Online Business Registration System at: <https://www.nebraska.gov/osbr/cgi/domestic.cgi?/OSBRAapplication/init/init/None>

4. Improve the efficiency of agency operations.
5. Facilitate collaboration between local, state and federal agencies and other public institutions (if applicable).
6. Support public/private partnerships in the delivery of public services through the Official State portal, Nebraska.gov.

Grant applications will be considered by the Board at their quarterly meetings. For application due dates, Board meeting dates and any other questions about the process, please contact Cathy Danahy, Executive Director, at [cathy.danahy@sos.ne.gov](mailto:cathy.danahy@sos.ne.gov) or (402) 471-2745.

Local Agencies desiring grants from the Nebraska State Records Board for projects to create or improve electronic access to government information must complete the following application and follow any procedures outlined.

**NOTE: All successful candidates will be required to submit a written project report to the State Records Board at the conclusion of their project.**

If you need additional space for your answers please attach any documentation necessary. *Applications not completed in full will be returned to the requesting agency for completion and resubmission.*

**I. GRANT SUMMARY**

1. Name of agency applying for grant: Logan County Nebraska
2. Title of project: GIS System for Logan County Assessors Office
3. Brief description of project: **The Logan County Assessor has need of a GIS system to become compliant with State of Nebraska Assessor regulations.**  
**The Assessor has obtained bids for a GIS system, which will fill the Counties needs and now is seeking assistance in funding the project.**
4. Grant request amount \$25,000.00
5. Will there be a fee for accessing records associated with this project? If yes, provide any statutory reference or authorization for fee.  
**No there will not be a fee for accessing these records.**

## **II. GRANT DETAIL**

### **1. Please describe the project in detail (you may attach this description).**

**This project is the implementation of a Geospatial Information System (GIS) to be used in updating property assessment values, which will bring Logan County into compliance with State Statute Section 77-136. The system will create classes and subclasses to reflect uses appropriate for the valuation of such land according to law and is based on soil classification standards developed by the Natural Resources Conservation Service of the United States Department of Agriculture as converted into land capability groups by the Property Tax Administrator. The Logan County Assessor shall utilize this system to implement soil surveys in the assessment year after the soil survey maps become available to achieve more uniform and proportionate valuations.**

**This GIS offers tools that can aid in the quick, efficient, and accurate updating of Parcel and Agricultural Land use boundaries, Land Capability Groups and Property value assessments. This system will also eliminate inaccuracies in current estimation of road acreage and conflicts between current land use classifications with NRCS Soil Survey Data. This system will also provide distinguishable section boundaries, accurate Public Land Survey System section data and predefined home site and farm site acreages.**

**The total initial cost of the System is \$22,896.00 and the yearly upkeep cost is \$25.00 to \$55.00 per hour depending on the complexity of the needed programming. This upkeep cost will be provided for in the annual Logan County Assessors budget.**

### **2. Please describe who the beneficiary or recipient of this service will be and projected activity for access or use of the proposed service.**

**This System will benefit Logan County by bringing the County into compliance with statute 77-1363 and by making the assessment of Logan County Property more efficient.**

**The Logan County Assessor will use this GIS system to update property assessment values by using soil classification standards developed by the natural Resources Conservation Service of the United States Department of Agriculture as converted into land capability groups by the Property Tax Administrator.**

### **3. Timeline for implementation (*a specific completion date (MM/YYYY) must be provided*). *Grant funds lapse if not expended prior to completion date.***

**The scheduled completion date for this project is 06/01/2010.**

**4. Subdivision contribution to project (labor, equipment etc.).**

**The Logan County Assessor will provide copies of all existing agricultural cadastral and survey maps.**

**5. Is other funding available for this project (explain)?**

**Yes, Partial funding has been budgeted from Logan County funds in the 2009 /2010 assessor's budget.**

**6. Does the project require additional statutory authority (explain)?**

**Adequate statutory authority is already in place for this project.**

**7. Specify (in detail) what the grant money will be used for. Include a complete cost breakdown of the project. Please attach bids from vendors (if applicable).**

**This grant money will be used to help pay the projected \$22,896.00 expense of installing a GIS system in the Logan County Assessors Office to use in assessing Rural Property in Logan County. (See attached bids from two vendors)**

**8. Why is the grant money needed for the project, and, if applicable, how will the service be sustained once the grant money is expended?**

**Logan County is a small county of 576 Square miles, in central Nebraska with a population of 791 people including two villages. This County is sorely stressed to keep up the additional expenses of state mandated requirements created by a burgeoning electronic world. Once this GIS system is installed, minimal maintenance will be required and can easily be provided for in the existing assessors budget.**

**9. Please describe how this project will enhance the delivery of agency services or access to those services.**

**This GIS system will increase the accuracy and efficiency of assessing Logan County property. It will also increase the speed in retrieving information when requested by customers.**

**10. Please describe how this project will improve the efficiency of agency operations.**

**This GIS system will provide tools that can aid in the quick, efficient, and accurate updating of Parcel and Agricultural and land use boundaries, Land Capability Groups and property value assessment.**

**11. Please describe how this project will facilitate collaboration among other local, state and federal agencies and other public institutions.**

**Local, State and Federal land use information will be combined to create the database in this system. Once compiled, the information in this GIS system will be compatible with the surrounding counties and can be adapted for their use with minimal modification. Because State and Federal Land use information is being used this system will facilitate the easy transfer of information among systems when needed.**

- 12. Please describe how this project will support public/private partnerships in the delivery of public services through the Official State portal, Nebraska.gov?**

**Logan County is currently in the process of developing a web site, which will be linked to the Official State portal (Nebraska.gov). This web site will provide information and links for all Logan County Offices including the Logan County Assessors' office.**

- 13. Does the project involve the licensing, permitting or regulation of business? If yes, explain how the project or service will allow integration with the State of Nebraska's Business Portal and the One-Stop Online Business registration system.**

**No this project will not involve the licensing, permitting or regulation of business.**

### **III. TECHNICAL INFORMATION**

- 1. Describe the hardware, software, and communications needed for this project and explain why these choices were made.**

**This project will use the existing county computers and Internet connection. The Vender will provide the GIS software necessary to meet the requirements of State Statute 77-136 and also fulfill the needs of Logan County.**

- 2. Address any technical issues with the proposed technology including:**

- Conformity with general accepted industry standards. Projects which interface with other state systems (such as distance learning systems) must meet NITC technical standards and guidelines (NITC standards and guidelines are located at: <http://www.nitc.state.ne.us/standards/>).**
- Compatibility with existing institutional and/or statewide infrastructure.**
- Reliability, security, and scalability (future needs for growth or adaptation).**

**All parcel boundaries created for the purpose of soil extraction will be created in compliance with NITC Land Record Information Standards, and Geospatial Metadata Standards. This is important because the NITC and the Nebraska GIS Steering Committee are committed to the standardization**

of geospatial datasets for Nebraska. This sets standards / guidelines for modernization of land records that are currently maintained on paper in the local courthouse. These guidelines also ensure that counties that are planning on modernizing their records conform with other land record datasets that currently exist or are being created across the state. (Sections 2.0-2.2 in the NITC Land Record Information Standards document).

Following the NITC guidelines will insure the compatibility of the Logan County land records with statewide County, State and Federal land records.

The proposed GIS system has been proven reliable, secure and is designed to adapt and grow to meet future needs.

3. Describe how the project will comply with the State's Technology Access Clause: <http://www.nitc.state.ne.us/standards/index.html> under 2. Accessibility Architecture.

The information retrieved from this GIS system will be available to people with disabilities by telephoning, emailing, or visiting the Logan County assessors' office.

4. Describe how technical support will be provided.

The Logan County Assessor will be able to receive technical help from the vendor by calling the help desk at any time to receive assistance by telephone or request a service call.

#### **IV. CONTACT INFORMATION & SIGNATURE**

Contact person for any questions regarding this application:

**Richard C. Cook**

Phone # 308-636-6157 E-mail richcook47@hotmail.com

Signed this 19 day of June, 2009

Pat Harvey, Logan Co. Clerk/Assessor  
Agency Director



Please return to:

**Cathy Danahy**  
Nebraska State Records Board  
440 S 8<sup>th</sup> St. Suite 210  
Lincoln, NE 68508  
(402) 471-2745

(Last updated 04/28/2008)

The following table outlines projected cost estimates based on the Task Level (TABLE 1), hourly rate (TABLE 1), and total number of hours required to accomplish each task.

**TABLE 2: ESTIMATED PROJECT COST**

TASK ID	TASK	DESCRIPTION	TASK LEVEL	TASK HOURS	COST
1	SOURCE DATA ACQUISITION <sup>1</sup>	CADASTRALS, SURVEYS, ASSESSMENT CARDS	1	0	\$0
2	PROJECT RESEARCH <sup>2</sup>	TERRASCAN & MIPS DATABASE INTEGRATION	1	0	\$0
3	ONSITE DATABASE INSTALLATION/SETUP	UPDATE TERRASCAN/MIPS DATABASES	1	20	\$900
4	HARDWARE, SOFTWARE, & DATA REVIEW <sup>2</sup>	ID ASSESSOR SOFTWARE & DATABASE	2	0	\$0
5	DATABASE CONSTRUCTION	FORMAT TO MIMIC ASSESSOR DATABASE	2	1	\$35
6	DATA EXTRACTION & ATTRIBUTION	SOIL EXTRACTION (20 MINUTES PER SECTION)	2	192	\$6,720
7	DATA QUALITY CONTROL	TOPOLOGY CHECKS (1/3 OF EXTRACTION HOURS)	2	64	\$2,240
8	DATA REVISIONS	DATA CORRECTIONS (15 MINUTES PER 1/4 OF TOTAL PARCELS)	2	94	\$3,281
9	DATA ACQUISITION	NRCS SOILS ACQUISITION & FORMATTING	3	1	\$25
10	SOIL MAP CREATION	CREATE SOIL MAPS (10 MINUTES PER PARCEL) FOR REVIEW	3	250	\$6,250
11	SOIL SUMMARY REPORT GENERATION	GENERATE SOIL SUMMARIES FOR REVIEW (2.5 MINUTES PER PARCEL)	3	63	\$1,575
12	PROJECT MANAGEMENT	SUPERVISION OF PROJECT ORGRANIZATION, PROGRESS, & COMPLETION (5% OF TOTAL HOURS)	PROJ MGT	34	\$1,870
<b>TOTAL</b>				<b>685<sup>3</sup></b>	<b>\$22,896</b>

<sup>1</sup>Provided by the county assessor

<sup>2</sup>Included in the initial consultation

<sup>3</sup>Total hours less Project Management hours

**Pricing and Financing Information**

The following provides the total and detailed costs for the services and deliverables described in this proposal.

The following is a summary of costs for each county. This pricing is dependent on all six counties moving forward with the project. Detailed price sheets are listed separately for each county. The following pricing shows significant savings of between \$10,000 to \$20,000 per county if each county were to work independently.

The financing option is interest free, allowing each county to spread the cost of the project over 5 years. Using this financing program does NOT impact delivery date of the system, tools or training.

<b>Arthur County, NE</b>	<b>\$18,820 (approx. 920 ag parcels)</b>
1 <sup>st</sup> payment, 1 <sup>st</sup> January, 2010	\$3,964
2 <sup>nd</sup> payment, 1 <sup>st</sup> July, 2010	\$3,964
3 <sup>rd</sup> payment, 1 <sup>st</sup> July 2011	\$3,964
4 <sup>th</sup> payment, 1 <sup>st</sup> July 2012	\$3,964
5 <sup>th</sup> payment, 1 <sup>st</sup> July 2013	\$3,964

<b>Blaine County, NE</b>	<b>\$23,900 (approx. 1400 ag parcels)</b>
1 <sup>st</sup> payment, 1 <sup>st</sup> January, 2010	\$4,780
2 <sup>nd</sup> payment, 1 <sup>st</sup> July, 2010	\$4,780
3 <sup>rd</sup> payment, 1 <sup>st</sup> July 2011	\$4,780
4 <sup>th</sup> payment, 1 <sup>st</sup> July 2012	\$4,780
5 <sup>th</sup> payment, 1 <sup>st</sup> July 2013	\$4,780

<b>Grant County, NE</b>	<b>\$24,750 (approx. 1500 ag parcels)</b>
1 <sup>st</sup> payment, 1 <sup>st</sup> January, 2010	\$4,950
2 <sup>nd</sup> payment, 1 <sup>st</sup> July, 2010	\$4,950
3 <sup>rd</sup> payment, 1 <sup>st</sup> July 2011	\$4,950
4 <sup>th</sup> payment, 1 <sup>st</sup> July 2012	\$4,950
5 <sup>th</sup> payment, 1 <sup>st</sup> July 2013	\$4,950

<b>Hooker County, NE</b>	<b>\$23,050 (approx. 1300 ag parcels)</b>
1 <sup>st</sup> payment, 1 <sup>st</sup> January, 2010	\$4,610
2 <sup>nd</sup> payment, 1 <sup>st</sup> July, 2010	\$4,610
3 <sup>rd</sup> payment, 1 <sup>st</sup> July 2011	\$4,610
4 <sup>th</sup> payment, 1 <sup>st</sup> July 2012	\$4,610
5 <sup>th</sup> payment, 1 <sup>st</sup> July 2013	\$4,610

<b>Logan County, NE</b>	<b>\$23,475 (approx. 1350 ag parcels)</b>
1 <sup>st</sup> payment, 1 <sup>st</sup> January, 2010	\$4,695
2 <sup>nd</sup> payment, 1 <sup>st</sup> July, 2010	\$4,695
3 <sup>rd</sup> payment, 1 <sup>st</sup> July 2011	\$4,695
4 <sup>th</sup> payment, 1 <sup>st</sup> July 2012	\$4,695
5 <sup>th</sup> payment, 1 <sup>st</sup> July 2013	\$4,695

<b>McPherson County, NE</b>	<b>\$24,537 (approx. 1475 ag parcels)</b>
1 <sup>st</sup> payment, 1 <sup>st</sup> January, 2010	\$4,907
2 <sup>nd</sup> payment, 1 <sup>st</sup> July, 2010	\$4,907
3 <sup>rd</sup> payment, 1 <sup>st</sup> July 2011	\$4,907
4 <sup>th</sup> payment, 1 <sup>st</sup> July 2012	\$4,907
5 <sup>th</sup> payment, 1 <sup>st</sup> July 2013	\$4,907

*Ongoing Maintenance and Support Fees*

After the 5th year payment, each county will be responsible for an annual support/hosting/maintenance fee of \$1,500 per county per year.