

Nebraska State
Records Board
440 S 8th 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

The Nebraska State Records Board is sponsoring a grant program for Nebraska government agencies for the development of programs and technology to improve electronic access to state government information and services. Grants will be awarded for one time funding of small projects. No grant request shall exceed \$25,000.00. 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. Nebraska government agencies wishing to apply for these grants may want to first contact Nebraska.gov to establish feasibility and scope of the project.

Applications received by April 20, 2011 will be considered for funding by the NE State Records Board at their meeting on July 20, 2011.

NOTE: Loss of Funding. The NE State Records Board may be unable to award grant funds, in whole or in part, in the event funding is no longer available.

Grant Criteria

Grant projects requesting funding must meet criteria #1-3.

1. Enhance the delivery of local government agency services and improve the public and business access to those services.
2. Meet the all applicable **Nebraska Information Technology Commission Standards and Guidelines**. 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: <http://www.nebraska.gov/osbr/cgi/domestic.cgi?osbraapplication/init/init/None>.

In addition, the following criteria will be considered when reviewing applications:

- Does the project enhance the delivery of state/local government agency services and improve the public, government and business access to those services?
- Does the project reduce the amount of reliance on human capital, paper, and office overhead?
- Does the project span more than one office or agency?
- What is the size of the customer base for this service and the geographic impact?
- Is there financial and or in kind contribution from other partners?
- Is there documented community support for the project?

Responses are required to all questions in Parts I, II & III in order to be considered for funding:

Part I. Grant Summary

- 1. Name of agency applying for grant: Arthur County**
- 2. Title of project: Web Site Creation**
- 3. Brief description of project:**

The project is to create a web site for Arthur County. The site will allow public access to a directory of County Government information, Village of Arthur Board of Trustees information, tourism points of interest and local activities.

- 4. Grant amount requested: \$ 8,000.00**
- 5. If the grant is to create an application, is the application to have a fee associated with its use for accessing public records, or is the application free for use by the public, businesses and other governmental agencies?**

There would not be a fee.

If there is to be a fee, provide any statutory authorization for assessing the fee.

No fee would be assessed.

- 6. If the grant application is for a Geographic Information System project, do you and the agency you represent agree to share the data collected in that project, without costs,**

with other interested government agencies in the State that may have a need for such data?

The grant is not for a GIS project. The GIS access program was developed previously.

Part II. Grant Detail

1. Please describe the project in detail, to include your vision for the project. (You may attach this description).

Please see attachment.

2. Please describe who the beneficiary or recipient of this service will be.

All citizens of Arthur County will benefit from this site or the results of its success.

3. What is the projected activity for access or use of the proposed service?

The site will be accessible for all internet users.

4. Timeline for implementation of the project (a specific completion date (MM/YYYY) must be provided). Grant funds may lapse if not expended prior to completion date.

The goal for completion of the web site is September 1, 2011. This will allow students involved to finalize the project before returning to school for the fall semester. This will alleviate disruptions with class assignments.

5. Please specify in detail your, or any other Subdivision(s) contribution to the project (financial, labor, equipment etc.). Provide specific dollar amounts.

The creators will have access to the computers at the County Courthouse if needed. This will be provided at no cost.

6. Is other funding available for this project (explain)? Please explain what efforts your agency has made to obtain funding.

Currently there are no funds allotted for implementation of this type of project. Our County is researching a large building venture and there are concerns that this matter could be a distraction instead of a stepping stone.

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

No, it does not.

- 8. 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) and describe the relationship, if any, between a vendor and you or your agency.**

Please see attachment.

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

Arthur County and Village budgets have been reviewed. There would be monies for the yearly maintenance fees; Domain Name and Hosting fees totaling approximately \$85 to \$100 per year. However, the initial start up and design costs are not available.

- 10. Should available fund not allow the NSRB to grant the full amount requested, but a reduced amount, would this project still be financially feasible?**

The requested amount is slightly higher than the listed expected expenses to allow for unforeseen obstacles. It is felt the students have been conservative in their estimates to complete this goal. However, if their fees are found to be unreasonable they may be negotiable.

- 11. Please describe how this project will enhance the delivery of government agency services and improve the public and/or business access to those services.**

This site will allow local and outside entities to easily access needed information for Arthur County, the State of Nebraska and some Federal locations. It will give opportunity to promote the use of the GIS program, County Commissioners and Village Board meeting agendas and other public records. The objective of the site is to allow easier reference for local residents and to endorse available businesses and interests in our area.

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

Currently none of the local government employees have any type of administrative staff. This type of outlet will hopefully limit unnecessary telephone time relaying easily accessible information.

- 13. Please describe how this project will facilitate collaboration between local, state, federal and/or other public or private institutions.**

The portion of the proposal covering public relations is for encouragement of our local business owners to allow links to their web sites. For those that do not presently have sites, it will create on going jobs for our youth creating sites for private businesses. An example; there are currently Day Tours and Bus Tours with stops in Arthur. Links of this nature will increase the opportunity for bookings. This

awareness will increase area trade opportunities. There will be links to State of Nebraska, US Federal and other public locations as well.

14. 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, located at:

<http://www.nebraska.gov/index.phtml?section=business>, and the One-Stop Online Business registration system located at: <https://www.nebraska.gov/osbr/index.cgi>

There will not be local licensing issues, but this is one of the links that would be listed if possible.

15. Community Support. Please include letters of support to document the public expression that has caused you to implement this application.

There have been vocal concerns about Arthur County not progressing into the technological arena. This undertaking would answer those worries.

Part III. Technical Information

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

The computers and copiers at the County Courthouse will be used. No other hardware will be needed. The software was chosen by the students due to familiarity. If a more applicable or inexpensive program was available, a change may be made. Communications will be made through the internet or phone calls. Public awareness will be accomplished with area news papers and local postings.

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. (The 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).

The project will comply with all standards and requirements. The creators will be made aware of all security and reliability regulations. Steps will be taken to make sure the web site provider is compatible with all guidelines.

3. Describe how the project will comply with the State's Technology Access Clause: meet all applicable Nebraska Information Technology Commission Standards and Guidelines. A copy of the Standards are available at: <http://www.nitc.state.ne.us/standards/index.html>. under 2. Accessibility Architecture.

A copy of these standards will be provided to the student creators prior to application for the Domain Name and development of the site.

4. Describe how technical support will be provided.

A specific amount of monies have been allotted in the grant application for technical support or troubleshooting. It is uncertain if this total amount would be needed. The students would provide this troubleshooting technical support. They will provide training to the current county staff to over come the simple concerns that may arise long term. A suggestion is also being investigated to have the students at the High School Computer Lab conduct the regular updates. There would not be a charge for this activity. They would be overseen by the instructor but would compensated by receiving class credit for completing this project.

Part IV. STATE LAW COMPLIANCE

Nebraska law, sections 4-108 through 4-114 state that no political subdivision of the State shall provide public benefits, to include grants or contracts, to a person not lawfully present in the United States. If this application is awarded in whole or in part, and during the time the grant is in effect, the undersigned, on behalf of the political subdivision grant applicant, by signing this grant application, affirmatively states and acknowledges that the political subdivision will comply with this law.

Part V. CONTACT INFORMATION & SIGNATURE

Contact person, and title, for any questions regarding this application:

Becky Swanson _____ Arthur County Clerk _____
Printed Name Title

Phone # 308-764-2203 _____ E-mail: becky.swanson@nebraska.gov _____

Physical Address: P.O. Box 126 Arthur, NE 69121

I, the Authorized Representative of Arthur County, certify to the Nebraska State Records Board that the applicant/agency has the necessary authority to undertake the proposed project, will comply with Affirmative Action requirements and provide a drug free workplace environment.

Signed this 20 day of April, 2011

Becky Swanson (signature on file)

Agency Director/County Clerk

Please return completed application to:

**Executive Director
Nebraska State Records Board
440 South 8th Street, Suite 210
Lincoln, NE 68508-2294
(402) 471-2745
(402) 471-2406 (fax)**

Board Staff use only , do not fill in below this line	
Grant Request Number: _____	Date Request Received: _____
Grant Amt Requested: _____	Grant Request Score: _____
Technical Comm. Recommendation: _____	
Grant Disposition: _____	Date of Mtg Minutes: _____

(Last updated 02/07/2011)