

Date: July 3, 2012

To: Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

From: Carlos A. Gimenez  
Mayor

Subject: Authorization to Accept and Execute the Geographic Information Systems 2012  
National Spatial Data Infrastructure Project Grant Application

Agenda Item No. 9(A)(1)

Resolution No. R-577-12

**Recommendation**

It is recommended that the Board of County Commissioners (Board) approve the attached resolution ratifying the County Mayor or County Mayor's designee's action to apply for the US Department of the Interior, US Geological Survey 2012 National Spatial Data Infrastructure Cooperative Agreement Program funds in the total amount of \$39,845. This item further authorizes the County Mayor or the County Mayor's designee to:

- receive and expend grant funds, and execute such contracts, agreements, Memoranda of Understanding, and amendments, after approval by the County Attorney, as required by program guidelines;
- apply for, receive, and expend additional funds that may become available; and authorizes the County Mayor or the County Mayor's designee to file and execute any amendments to the application; for and on behalf of the County; and
- exercise amendments, modifications, renewal, cancellation, and termination clauses of any contracts and agreements, subject to the approval of the County Attorney's Office.

The short timeframe imposed by the United States Department of the Interior did not allow sufficient time to submit an item for Board consideration. The deadline for submission was January 24, 2012.

**Scope**

The scope of the Geographic Information Systems 2012 National Spatial Data Infrastructure Project Grant is countywide in nature.

**Fiscal Impact/Funding Source**

Two cooperative agreements in the amounts of \$14,999 (for the Miami-Dade County Geographic Information System Inventory System Expansion Project) and \$24,846 (for Miami-Dade County Geographic Information System Metadata Trainer and Outreach Assistance Project) have been awarded to the County to implement two projects over a 12-month period. Although these funds have been awarded, they have not been received by the County as of the date this item was submitted for processing.

The Information Technology Department (ITD) will be coordinating these projects. ITD staff's time has been budgeted and presented as a match in the attached grant submission in the amount of \$22,152 and \$25,845, respectively. No additional County funds are required to match the grant award.

**Track Record/Monitor**

ITD will implement and manage project activities funded through a cooperative agreement with the US Department of the Interior. The department will handle the disbursement and expenditure of grant funds, and manage programmatic and fiscal reporting in accordance with project reporting and auditing procedures stipulated by United States Geological Survey.

**Background**

Executive Order 12906: COORDINATING GEOGRAPHIC DATA ACQUISITION AND ACCESS: THE NATIONAL SPATIAL DATA INFRASTRUCTURE, signed by President Bill Clinton on April 11, 1994, launched the initiative to create the National Spatial Data Infrastructure.

The program funds innovative projects in the geospatial data community to build the infrastructure necessary to effectively discover, access, share, manage, and use digital geospatial data. The results of the awarded projects are anticipated to benefit multiple federal and local agencies as well as the overall geospatial community.

Miami-Dade County maintains approximately more than 600 Geographic Information System layers in its central data repository that are utilized by County operations such as redistricting, property assessments, safety crime analysis, hydrant maintenance, flood zones, elections management and *County Services Near You*. Financial assistance by this grant will support ITD's Geographic Information System's plans information to be registered in the national system and facilitate the development of partnerships among Geographic Information System professionals across government and public agencies within the South Florida region. These partnerships are especially important during emergency situations.

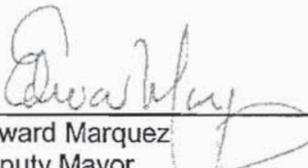
The two projects below will be funded by this grant and will be administered by ITD:

- 1) Miami-Dade County Geographic Information System Inventory System Expansion Project: This project will expand Miami-Dade County's internal Geographic Information System Inventory of information to better capture characteristics also termed "metadata" of geographic information comprising the County's Geographic Information System. Documentation includes the *who, what, when, where, why* and how of the geographic assets are utilized.

Award Amount: \$14,999.

- 2) Miami-Dade County Geographic Information System Metadata Trainer and Outreach Assistance Project: This project will prepare, coordinate, and conduct training to assist the local and regional geospatial community with metadata creation and implementation. Miami-Dade County will play a leadership role in the participation of the National Geospatial Data Clearinghouse establishing data standards and a National Digital Geospatial Data Framework encouraging partnerships for data acquisition and maintenance.

Award Amount: \$24,846.

  
\_\_\_\_\_  
Edward Marquez  
Deputy Mayor

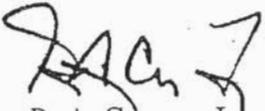


# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

**DATE:** July 3, 2012

**FROM:**   
R. A. Cuevas, Jr.  
County Attorney

**SUBJECT:** Agenda Item No. 9(A)(1)

Please note any items checked.

- "3-Day Rule" for committees applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Ordinance creating a new board requires detailed County Manager's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_ ) to approve
- Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 9(A)(1)  
7-3-12

RESOLUTION NO. R-577-12

RESOLUTION RATIFYING THE ACTION OF COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE IN APPLYING FOR UNITED STATES DEPARTMENT OF THE INTERIOR UNITED STATES GEOLOGICAL SURVEY FUNDS; AUTHORIZING COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO RECEIVE AND EXPEND GRANT FUNDS IN THE TOTAL AMOUNT OF \$39,845, AND TO EXECUTE SUCH CONTRACTS, AGREEMENTS, MEMORANDA OF UNDERSTANDING, AND AMENDMENTS AFTER APPROVAL BY THE COUNTY ATTORNEY; AUTHORIZING COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO APPLY FOR, RECEIVE, AND EXPEND ADDITIONAL FUNDS THAT MAY BECOME AVAILABLE

**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board ratifies the action of the County Mayor or County Mayor's designee in applying for United States Department of the Interior United States Geological Survey 2012 National Spatial Data Infrastructure Cooperative Agreement Program funds in the total amount of \$39,845; authorizes the County Mayor or County Mayor's designee to receive and expend grant funds, and to execute such contracts, agreements, Memoranda of Understanding, and amendments, after approval by the County Attorney, as required by program guidelines; authorizes the County Mayor or County Mayor's designee to apply for, receive, and expend additional funds that may become available; and authorizes the County Mayor or County Mayor's designee to file and execute any amendments to the application; for and on behalf of the County; and to exercise

amendments to the application; for and on behalf of the County; and to exercise amendments, modifications, renewal, cancellation, and termination clauses of any contracts and agreements, subject to the approval of the County Attorney's Office.

The foregoing resolution was offered by Commissioner **José "Pepe" Diaz**, who moved its adoption. The motion was seconded by Commissioner **Audrey Edmonson** and upon being put to a vote, the vote was as follows:

Joe A. Martinez, Chairman	<b>aye</b>	
Audrey M. Edmonson, Vice Chairwoman	<b>aye</b>	
Bruno A. Barreiro	<b>aye</b>	Lynda Bell <b>aye</b>
Esteban L. Bovo, Jr.	<b>aye</b>	Jose "Pepe" Diaz <b>aye</b>
Sally A. Heyman	<b>aye</b>	Barbara J. Jordan <b>aye</b>
Jean Monestime	<b>aye</b>	Dennis C. Moss <b>aye</b>
Rebeca Sosa	<b>aye</b>	Sen. Javier D. Souto <b>absent</b>
Xavier L. Suarez	<b>aye</b>	

The Chairperson thereupon declared the resolution duly passed and adopted this 3rd day of July, 2012. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK



By: **Christopher Agrippa**  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.

Oren Rosenthal



Processing, please don't close the window until you receive a confirmation.

# Grant Application Package

Opportunity Title:	2012 National Spatial Data Infrastructure Cooperative A
Offering Agency:	U. S. Geological Survey
CFDA Number:	15.809
CFDA Description:	National Spatial Data Infrastructure Cooperative Agree
Opportunity Number:	G12AS20000
Competition ID:	G12AS20000
Opportunity Open Date:	11/03/2011
Opportunity Close Date:	01/24/2012
Agency Contact:	Desiree Santa Grant Specialist Phone: 703-648-7382 Email: dsanta@usgs.gov

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

I will be submitting applications on my behalf, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

\* Application Filing Name:

### Mandatory Documents

Move Form to Complete

Move Form to Delete

### Mandatory Documents for Submission

Application for Federal Assistance (SF-424)
Project Narrative Attachment Form
Budget Information for Non-Construction Programs
Assurances for Non-Construction Programs (SF-424)

### Optional Documents

Move Form to Submission List

Move Form to Delete

### Optional Documents for Submission

## Instructions

- 1 Enter a name for the application in the Application Filing Name field.**
  - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
  - You can save your application at any time by clicking the "Save" button at the top of your screen.
  - The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.
- 2 Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.**
  - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
  - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".
  - To open and complete a form, simply click on the form's name to select the item and then click on the => button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.
  - All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.
- 3 Click the "Save & Submit" button to submit your application to Grants.gov.**
  - Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
  - Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
  - The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
  - You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen instructions for submission.

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify): _____
* 3. Date Received: 01/24/2012	4. Applicant Identifier: _____	
5a. Federal Entity Identifier: _____	5b. Federal Award Identifier: _____	
<b>State Use Only:</b>		
6. Date Received by State: _____	7. State Application Identifier: _____	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: Miami-Dade County		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 59-6000573	* c. Organizational DUNS: 1319102540000	
<b>d. Address:</b>		
* Street1: 111 NW 1st Street, 29th Floor	Street2: _____	
* City: Miami	County/Parish: Miami-Dade	
* State: FL: Florida	Province: _____	
* Country: USA: UNITED STATES	* Zip / Postal Code: 33128-1994	
<b>e. Organizational Unit:</b>		
Department Name: Information Technology Dept.	Division Name: Geographic Information Systems	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: Ms.	* First Name: Ivelisse	
Middle Name: _____	* Last Name: Torres-Alejo	
Suffix: _____	Title: Senior Operating Systems Programmer	
Organizational Affiliation: Information Technology Dept. Geographic Information Systems		
* Telephone Number: (305) 275-7748	Fax Number: (305) 596-8901	
* Email: bitorre@miamidade.gov		

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

U. S. Geological Survey

**11. Catalog of Federal Domestic Assistance Number:**

15.809

CFDA Title:

National Spatial Data Infrastructure Cooperative Agreements Program

**\* 12. Funding Opportunity Number:**

G12AS20000

\* Title:

2012 National Spatial Data Infrastructure Cooperative Agreement Program

**13. Competition Identification Number:**

G12AS20000

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

14(Areas)\_and\_16(Congressional Districts).d

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Miami-Dade County GIS Inventory System Expansion

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="14,999.00"/>
* b. Applicant	<input type="text" value="22,152.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="37,151.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:   
 Middle Name:   
 \* Last Name:   
 Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

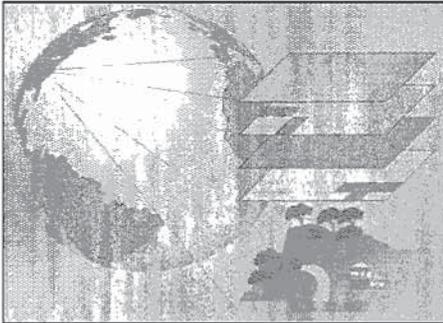
## Project Narrative File(s)

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\* Mandatory Project Narrative File Filename:

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To add more Project Narrative File attachments, please use the attachment buttons below.



# MIAMI-DADE COUNTY GIS INVENTORY SYSTEM EXPANSION

2012 National Spatial Data Infrastructure  
Cooperative Agreement Program: Category 3  
United States Department of the Interior  
U.S. Geological Survey  
CFDA 15.809



Submitted By:

**MIAMI-DADE COUNTY**



**January 24, 2012**



2012 NSDI CAP Category 3: Expanding Use of the GIS Inventory System  
Miami-Dade County Information Technology Department

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**PROPOSAL NARRATIVE**

**2012 NSDI CAP Category 3: Expanding Use of the GIS Inventory System County**

**Proposal Summary**

- a) **Project Title:** Miami-Dade County GIS Inventory System Expansion
- b) **Applicant Organization:**  
Miami-Dade County  
Information Technology Department  
5680 SW 87<sup>th</sup> Avenue  
Miami, Florida 33173
- c) **Organization Internet Address:**
- <http://www.miamidade.gov/etsd>
  - <http://miamidade.gov/wps/portal/Main/GIS>
- d) **Target Data Provider Organizations:**  
Most departments in Miami-Dade County including: Sustainability, Planning and Economic Enhancement (SPEE); Police (MDPD); Fire Rescue (MDFR); Water and Sewer (WASD); Public Works and Waste Management (PWWM); Seaport, Permitting, Environment and Regulatory Affairs (PERA); and the Office of the Property Appraiser (PA) plus three municipalities: City of Miami, City of South Miami and City of Doral.
- e) **Principal Investigator's Name and Contact Information:**  
Ivelisse Torres-Alejo, Phone: (305) 275-7748, Email: [bitorre@miamidade.gov](mailto:bitorre@miamidade.gov)
- f) **Other Contact Personnel:**  
Bibi Oung, Phone: (305) 275-7781, Email: [bzk@miamidade.gov](mailto:bzk@miamidade.gov)  
Karen Grassi, Phone: (305) 596-8582, Email: [Karen@miamidade.gov](mailto:Karen@miamidade.gov)  
Martha Guerra, Phone: (305) 596-8398, Email: [mrg@miamidade.gov](mailto:mrg@miamidade.gov)
- g) **Project's Geographic Scope or Area:**  
Miami-Dade County
- h) **Previous CAP Participation:** N/A
- i) **Project Summary:**

This project will include two (2) areas of focus: 1) The internal inventory in Miami-Dade County of the existing GIS datasets to support the completion of FGDC metadata, and 2) The creation of accounts in the National States Geographic Information Council's (NSGIC) GIS Inventory System also known as Ramona (Random access metadata for online nationwide assessments) for GIS managers in Miami-Dade County, local agencies and municipalities. This secondary objective will facilitate the quick dissemination of information and

coordination of efforts during the case of widespread emergencies of national or local scope. Following the identification of managers and representatives, staff from Miami-Dade Information Technology Department (ITD) will enter information in the NSGIC GIS Inventory System.

The participation in this project will help establish a national entry point access to Miami-Dade County local data. This important initiative will result in a single search process for other agencies throughout the nation to get access to Miami-Dade data. Additionally, Miami-Dade Departments, community agencies, and local government entities, including many of the 35 municipal governments in the County, will be able to access national data.

### **Project Scope – Project Description**

The main goals of the proposed project are to: 1) Expand Miami-Dade County's internal GIS Inventory System by creating FGDC metadata for existing GIS datasets, and populating these datasets accordingly; and 2) Expand administrative access of the NSGIC GIS Inventory System to GIS managers from Miami-Dade County departments and other local agencies and municipalities.

Miami-Dade County maintains a total of 609 GIS layers and tables in its GIS central data repository. There are a total of 137 datasets or tables with no metadata. Of those 137 layers of tables, there are a total of 13 layers that have metadata not yet entered into the database.

The plan for this year (2012) is to enter the 472 layers with existing metadata into the NSGIC GIS Inventory system and complete the 13 layers that have metadata not yet into the system, for a total of 485 to be registered in Ramona. The rest of the layers with no metadata will be evaluated in order to determine a completion timeline, possibly by the end of the year.

GIS professionals from the Information Technology Department will collaborate with other County departments to gather information about GIS datasets for their registration in the NSGIC GIS Inventory System at <http://www.gisinventory.net>. after the creation of metadata in FGDC standards. Existing datasets with completed metadata will also be registered in the NSGIC GIS Inventory System as a result of the proposed project.

The proposed project will involve creating new accounts in the NSGIC GIS Inventory System for GIS managers within Miami-Dade County government, and other local agencies and municipalities. Expanding access of the NSGIC GIS Inventory System to other GIS managers in the region will help to facilitate quick dissemination of information and coordination of efforts during incidents of widespread emergency of national or local/regional scope.

Miami-Dade County was formed in 1957. The county is comprised of a large unincorporated area and 35 incorporated areas or municipalities. The total population for the 35 municipalities is approximately one million. The areas of the county that do not fall within the cities comprise the unincorporated area with a population of approximately 1.5 million for a total of over 2.5 million. With the growth in population in Miami-Dade County, there has also been a tremendous

growth in the types and levels of services provided by its government, including the GIS services.

Miami-Dade County has an Enterprise model for its GIS system, with a central data repository o hosted by the Information Technology Department. The software used is ESRI ArcGIS 9.3.1 and 10.0 with an Enterprise License Agreement. Most of the infrastructure is shared with the County departments that create and update their specific data, like the Zoning information, the Parcel data, the Streets, the Addresses, and many more. There are a total of more than 1300 desktop users throughout the County Citrix platform. There are many web applications that serve the citizens with millions of hits per year. The County's Enterprise GIS disseminates its datasets by various methods including an Internet data download application, a data subscription service using an FTP site, and through requests to the Public Access unit. The Information Technology Department has established a collaborative effort with County departments that participate in the Enterprise GIS infrastructure creating and maintaining data and its metadata. Plans for this year are to reach out to municipalities that provide GIS services including City of Miami, City of Doral and City of South Miami and to contact more cities in subsequent years. The main purpose of this collaboration is to get more information and updates for the following data themes: Cadastre; Land Use – Land Cover; Real Property; Transportation; Utilities and Governmental Units; Cultural and Demographic Statistics; and Cultural Resources.

Following the completion of the identification of managers and representatives that will be registered, staff in the Information Technology Department will enter the information into the NSGIC GIS Inventory System.

The NSGIC GIS Inventory System contains metadata with links to standards compliant data, or data services for subsequent harvesting by the NSDI Clearinghouse Catalog, and is also a Directory of State and local GIS managers in support of the Federal Geospatial Platform activities.

Work accomplished by this project will facilitate the establishment of a national entry point to Miami-Dade County local data within the NSGIC GIS Inventory system. This will provide a single search possibility for other agencies throughout the nation to get access to Miami-Dade data and for Miami-Dade agencies and local government entities to obtain access to national data.

In summary, a total of 485 entries will be registered in the National Registry with complete metadata out of 609 existing datasets. A number of County departments and three (3) municipalities will participate in the 2012 program. This year's strategic plan also includes the evaluation and completion of the remainder of the 124 layers that do not have metadata.

### **Technical Approach**

The project will be implemented by the Information Technology Department (ITD); which is responsible for the administration and hosting of the central data repository of the County's Enterprise GIS. Part of the administrative procedures is the completion of metadata. Most of the newly added data sets comply with this requirement. However, there are still some datasets that

are missing it. These datasets will be addressed for completion of metadata this year. The rest of the data sets with complete metadata will be entered in the NSGIC Inventory System by staff in ITD. The work on this project will be coordinated by two analysts who will contact the personnel responsible for the data. The data entry into the NSGIS GIS National Inventory will be performed by a junior staff member. The metadata will be entered using the ESRI tools for metadata creation using FGDC standards. This is the standard software and format used by Miami-Dade County.

All identified GIS managers in the County will be registered in Ramona after being contacted by the coordinators. Their registration in the Ramona system is important for their exposure to a national system and their ability to perform searches on their own for datasets that are maintained at a larger scale. This registration will also be beneficial for other agencies that will have a complete list of contact personnel in the County.

### **Project Experience**

The GIS datasets in Miami-Dade County are in ESRI format. The datasets were created originally in coverage formats and the metadata was created using the FGDC standards. The first datasets were created in 1987, when GIS was implemented in the County. The two analysts participating in this project have been working with the tools to create metadata since the 1990's. Besides using the tools, internal standards were created in order to collect the metadata from the different sources. In some cases, special training and workshops were presented at the GIS Users Group meetings for demonstrating the usage of the tools and the most common information in gathering the metadata. In 2006, all datasets were migrated to the ESRI geodatabase model and the existing metadata was exported and reloaded in XML format into the new ArcSDE data repository. Batch scripts were created using the ESRI Model Builder tool for performing these tasks automatically

Every year the County GIS staff prepares for the Hurricane season by updating datasets that have a direct impact and support the evacuation of residents, or emergency assistance to the citizens. The County maintains not only an inventory of data, but also an inventory of personnel that are directly involved in emergency tasks using GIS. Those tasks are performed on-site in the County's central emergency center and in the Information Technology Department where the data is hosted. Depending on the emergency's level of escalation, different rotation shifts are assigned in advance to personnel and everybody participating on these shifts is informed. The County maintains geographic data for People with Special Needs that require electric power for special living-aid equipment. Individuals in this special population group are transferred in advance to shelters or hospitals where electricity is always available. The GIS staff and the database are also used to pre-position County resources, supplies and equipment prior to the onset of hurricanes and storms.

Miami-Dade County ITD is highly qualified to implement the proposed project due to its long history and prior experience in implementing and managing comprehensive Geographic Information Systems (GIS) for Miami-Dade County. Miami-Dade County's GIS is currently used at all levels of local government ranging from elected officials, policy, and decision makers; to operational field personnel and citizens. From its inception 25 years ago, the County took an enterprise shared approach to its GIS implementation. GIS technology was first implemented in

1987 utilizing seed money from Solid Waste Management, Building and Zoning, and Miami-Dade Police Departments. At the time, Environmental Systems Research Institute's (ESRI) Arc/INFO software on a VAX/VMS platform met the County's requirements and provided an affordable way to commence GIS. ESRI was selected as the County's standard for GIS technology. Miami-Dade County's street network, derived from an ETAK DIME file funded by Miami Dade Transit, became the first layer, upon which many other layers were developed. The first production application, Miami-Dade Police Department's Crime Analysis System, was implemented utilizing ArcINFO 3.1 in 1988.

Today, Miami-Dade County hosts an Enterprise wide centralized GIS infrastructure in which every County department is responsible for maintaining current data relative to their respective business processes. The County continues to utilize products developed by ESRI through a negotiated, unlimited use Enterprise License Agreement. Miami-Dade County's GIS applications and data are made available to all through its robust infrastructure. Citizens access GIS technology through the County's portal, <http://www.miamidade.gov/gis>, which provides a doorway for many internet applications, including a free data download self service function offering data in multiple formats such as .shp, .kml, .xml, and .dwg. The GIS Internet production infrastructure is configured for high availability and high capacity. The ArcGIS web hosting servers are load balanced for performance and failover to ensure 24/7 availability. Application functions range from viewing property data to querying crime data in selected neighborhoods. The GIS internet infrastructure handles approximately 5 million page views on a monthly basis.

Powerful desktop GIS sites are available to all County employees through a CITRIX environment. The GIS/CITRIX environment currently hosts over 1,300 users and 15 customized data editing and querying applications. The County maintains fully redundant ArcSDE servers for various platforms, including development, Internet, Intranet, and CITRIX. Additionally, separate and secure infrastructures are maintained in support of the County's 911 and 311. The County's GIS Data architecture relies on the geodatabase model to manage data and build relationships between different data types. The County has over 600 shared geographic layers in the central repository. GIS data is stored, maintained, and managed in an enterprise wide infrastructure utilizing ArcSDE and Oracle on a Sun Solaris platform. Data is reformatted and distributed on a weekly basis to multiple municipalities through the data subscription program.

The County maintains technically proficient GIS staff that continuously demonstrates ownership and pride in their work at all levels and are continuously recognized for successful results. Staff is comprised of highly qualified and talented GISPs, or certified geographic information professionals as established by the GIS Certification Institute. Miami-Dade County has received numerous awards including a *2008 Public Technology Institute (PTI) Significant Achievement Award* in the GIS category for the *Master Address Repository System (MARS)*, which created a countywide centralized address system to standardize and improve the accuracy of county addresses; and a *2008 NACo Achievement Award* in the Information Technology category for the *Master Address Repository Address System (MARS)* and the *Land Information Viewer* website. The County has an active GIS Users Group which meets quarterly.

Miami-Dade County also benefits from a solid financial, accounting, cash investment, and debt management structure which provides fiscal and accounting controls, and also utilizes the

*Financial Accounting Management Information System (FAMIS)* for financial tracking of expenditures. The County's Finance Department, collaboratively with project staff from ITD, will facilitate all financial transactions related to this Recovery grant and review grant expenditures and performance on a monthly basis. Through its fiscal controls, the County ensures that all levels of accountability required by the federal government are observed and that full compliance with contractual obligations is achieved. The County is a consistent recipient of the *Certificate of Achievement for Excellence in Financial Reporting* by the Government Finance Officers Association, the highest form of recognition for government accounting and financial reporting.

**Commitment to Effort**

The Information Technology Department maintains a centralized GIS system with datasets in various categories including Cadastre, Cultural and Demographic Statistics, Cultural Resources, Governmental Units, Imagery, Real Property, Utilities, Transportation among others. Most of these datasets have metadata included. The total number for all datasets in all categories is 609. The GIS group has identified 124 GIS datasets that still need to have its metadata created. It is for that purpose that we plan to address the completion of this metadata with two Analysts collecting information, and one Information Technology Specialist performing the data entry. As part of the application for this grant a number of departments that maintain datasets in the Enterprise database were contacted for their support to this project. We also contacted three (3) municipalities that maintain data in our system and are willing to support the County in this effort. Participating partners' support letters are provided as attachments to this proposal. In addition, support letters have been obtained from the statewide GIS coordinator at the Florida Division of Emergency Management, the Miami-Dade GIS Users Group (representing the regional GIS coordinating entity), and the South Florida Regional Planning Council.

**Budget Breakdown**

- Salaries and Wages
  - In kind match: \$16,394.00
  - Federal requested: \$9,700.00
- Fringe Benefits
  - In kind match: \$4,796.00
  - Federal requested: \$2,891.00
- Field Expenses
  - In kind match: \$1,200.00
  - Federal requested: \$2,700.00
- Other Direct Cost Line Items
  - In kind match: \$0.00
  - Federal requested: \$0.00
  
- Total Direct Charges
  - In kind match: \$22,152.00
  - Federal requested: \$14,999.00
  
- Indirect Charges (Overhead)

**Category 3**

- In kind match: \$0.00
- Federal requested: \$0.00
- Total
  - In kind match: \$22,152.00
  - Federal requested: \$14,999.00

A detailed breakdown is included in Attachment A. – Category 3- Budget Breakdown.

# Budget Breakdown

# Attachment A

Applicant: Miami-Dade County

Proposal short Title: Category 3. Expanding Use of the GIS Inventory System

Performance Period: 12 months

Budget Categories	TOTAL PROJECT	
	CAP (Federal)	In-Kind (Match)
<b>Personnel</b>		
Barbara Ivelisse Torres Alejo, Senior Operating Systems Programmer - 2% FTE CAP/4% FTE Match x \$123,526	\$2,471	\$4,941
Martha Velazco, Systems Analyst Programmer I - 2% FTE CAP/4% FTE Match x \$72,436	\$1,449	\$2,897
Information Technology Specialist - 6% FTE CAP/8% FTE Match x \$69,004	\$4,140	\$5,520
Martha Guerra, Systems Support Manager - 1% FTE CAP/2% FTE Match x \$141,856	\$1,419	\$2,837
<b>TOTAL PERSONNEL</b>	<b>\$9,478</b>	<b>\$16,196</b>
<b>Fringe Benefits</b>		
FICA (.062 x FTE Salary)	\$588	\$1,004
MICA (.0145 x FTE Salary)	\$137	\$235
Retirement (.1264 x FTE Salary)	\$1,198	\$2,047
Group Life (.00017 x FTE Salary)	\$2	\$3
Health Plan (\$8,150/person x FTE)	\$897	\$1,467
<b>TOTAL FRINGE BENEFITS</b>	<b>\$2,821</b>	<b>\$4,756</b>
<b>Non-Personnel (Field Expenses)</b>		
<b>Travel</b>		
ESRI Annual conference	\$2,700	\$1,200
<b>Travel - Sub-total</b>	<b>\$2,700</b>	<b>\$1,200</b>
<b>Equipment</b>		
	\$0	\$0
<b>Equipment - Sub-total</b>	<b>\$0</b>	<b>\$0</b>
<b>Supplies</b>		
	\$0	\$0
<b>Supplies - Sub-total</b>	<b>\$0</b>	<b>\$0</b>
<b>Contractual</b>		
	\$0	\$0
<b>Contractual - Sub-total</b>	<b>\$0</b>	<b>\$0</b>
<b>Construction</b>		
	\$0	\$0
<b>Construction - Sub-total</b>	<b>\$0</b>	<b>\$0</b>
<b>Other</b>		
	\$0	\$0
<b>Other - Sub-total</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL NON PERSONNEL</b>	<b>\$2,700</b>	<b>\$1,200</b>
<b>Total Direct Charges</b>	<b>\$14,999</b>	<b>\$22,152</b>
<b>Indirect Charges</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL PROJECT COSTS</b>	<b>\$14,999</b>	<b>\$22,152</b>
		<b>\$37,151</b>



STATE OF FLORIDA  
**DIVISION OF EMERGENCY MANAGEMENT**

RICK SCOTT  
Governor

BRYAN W. KOON  
Director

Monday, January 23, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

Dear Ms. McNutt,

On behalf of the steering committee for statewide GIS coordination, I am pleased to express my support for Miami-Dade County's three applications to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. The proposed projects intent to accomplish the following goals:

- Category 1: To provide metadata training, metadata creation assistance, and metadata program implementation and support;
- Category 3: To collect and update metadata managed in the GIS Inventory System used by all GIS managers within Miami-Dade County local government, as well as other local agencies and municipalities;
- Category 5: To facilitate implementation of the FGDC-endorsed standard within user communities within the metropolitan area of Miami-Dade County.

The proposed project will further the goals of the statewide steering committee for GIS coordination to successfully improve statewide coordination and sharing of geographic information for the benefit of all stakeholders in the State of Florida. As the chair for this volunteer committee and State of Florida representative to the National States Geographic Information Council, I support funding for these projects, as they will strengthen GIS coordinating efforts within South Florida, which will in turn strengthen statewide efforts.

Should you have any questions, please don't hesitate to contact me at 850-413-9907. Your consideration is greatly appreciated.

Thanks,

Richard Butgereit  
GIS Administrator  
Florida DEM

January 18, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

*RE: Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program Application: Category 3*

Dear Ms. McNutt:

On behalf of the department of Permitting, Environment and Regulatory Affairs (PERA), I am pleased to express my support/commitment for Miami-Dade County's application to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. If funded, the project will facilitate the collection and/or update of metadata managed in the GIS Inventory System. Proposed activities involve: 1) collaborating with seven different County agencies to prepare existing GIS datasets for inventory into the GIS Inventory System; and 2) creating new accounts in the GIS Inventory System for all GIS managers within Miami-Dade County local government, as well as other local agencies and municipalities.

The proposed project will further the work of the department of Permitting, Environment and Regulatory Affairs by creating and maintaining the Metadata of new and existing GIS datasets maintained by this office in FGDC standards. Most of the datasets maintained by this department are of Countywide and general public interest.

As a project partner, the department of Permitting, Environment and Regulatory Affairs will contribute to Miami-Dade County's project by maintaining up to date all metadata and contact distribution list and identifying new sources of geographic data that could be of interest to the County operations or public interest.

We believe the project will offer meaningful benefits to Miami-Dade County's 2.5 million residents. I strongly recommend funding for this very important project.

Should you have any questions, please don't hesitate to contact me at (305) 372-6414. Your consideration is greatly appreciated.

Sincerely,



Charlton Lewis, Computer Services Manager  
PERA Department

January 18, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

*RE: Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program Application: Category 3*

Dear Ms. McNutt:

On behalf of the department of Sustainability, Planning and Economic Enhancement (SPEE), I am pleased to express my support/commitment for Miami-Dade County's application to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. If funded, the project will facilitate the collection and/or update of metadata managed in the GIS Inventory System. Proposed activities involve: 1) collaborating with seven different County agencies to prepare existing GIS datasets for inventory into the GIS Inventory System; and 2) creating new accounts in the GIS Inventory System for all GIS managers within Miami-Dade County local government, as well as other local agencies and municipalities.

The proposed project will further the work of our department by creating and maintaining the Metadata of new and existing GIS datasets maintained by this office in FGDC standards. Most of the datasets maintained by this department are of Countywide and general public interest.

As a project partner, the Sustainability, Planning and Economic Enhancement department will contribute to Miami-Dade County's project by maintaining up to date all metadata and contact distribution list and identifying new sources of geographic data that could be of interest to the County operations or public interest.

We believe the project will offer meaningful benefits to Miami-Dade County's 2.5 million residents. I strongly recommend funding for this very important project.

Should you have any questions, please don't hesitate to contact me at (305) 375-2942. Your consideration is greatly appreciated.

Sincerely,



Ileana J. Cea, Computer Services Manager  
SPEE Department

January 18, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

*RE: Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program Application: Category 3*

Dear Ms. McNutt:

On behalf of the department of Miami-Dade Water and Sewer (WASD), I am pleased to express my support/commitment for Miami-Dade County's application to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. If funded, the project will facilitate the collection and/or update of metadata managed in the GIS Inventory System. Proposed activities involve: 1) collaborating with seven different County agencies to prepare existing GIS datasets for inventory into the GIS Inventory System; and 2) creating new accounts in the GIS Inventory System for all GIS managers within Miami-Dade County local government, as well as other local agencies and municipalities.

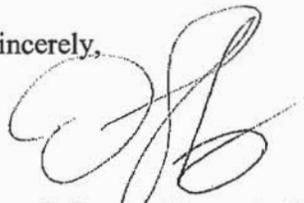
The proposed project will further the work of our department by creating and maintaining the Metadata of new and existing GIS datasets maintained by this office in FGDC standards. Most of the datasets maintained by this department are of Countywide and general public interest.

As a project partner, the Miami-Dade Water and Sewer department will contribute to Miami-Dade County's project by maintaining up to date all metadata and contact distribution list and identifying new sources of geographic data that could be of interest to the County operations or public interest.

We believe the project will offer meaningful benefits to Miami-Dade County's 2.5 million residents. I strongly recommend funding for this very important project.

Should you have any questions, please don't hesitate to contact me at (786) 552-8334. Your consideration is greatly appreciated.

Sincerely,



Jose L. Lopez, Computer Services Manager  
WASD Department

MIAMI-DADE COUNTY, FLORIDA



ENTERPRISE TECHNOLOGY  
SERVICES DEPARTMENT

13 BUSINESS OFFICE  
5689 S.W. 87th AVENUE  
MIAMI, FLORIDA 33174-1000

January 19, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

*RE: Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program Applications*

Dear Ms. McNutt:

On behalf of the regional GIS coordinating entity, Miami-Dade GIS User Group, I am pleased to express my support for Miami-Dade County's three applications to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. The proposed projects intend to accomplish the following goals:

- Category 1: To provide metadata training, metadata creation assistance, and metadata program implementation and support;
- Category 3: To collect and update metadata managed in the GIS Inventory System used by all GIS managers within Miami-Dade County local government, as well as other local agencies and municipalities;
- Category 5: To facilitate implementation of the FGDC-endorsed standard within user communities within the metropolitan area of Miami-Dade County.

The proposed project will further the goals of the Miami-Dade GIS User Group, which is a forum for introducing new technology and processes to the GIS User Community. It allows developers and users to discuss the status of current GIS projects within the community and provides a vehicle to coordinate issues of common concern, encourage data sharing, promote training opportunities, and present information on current events. Attendees and members of the group include governmental agencies, local colleges and universities. Meetings are held quarterly and include guest presenters from the GIS Community.

As Chair of the Miami-Dade GIS User Group, I strongly recommend funding for this very important project, as it will strengthen regional GIS coordinating efforts within South Florida.

Should you have any questions, please don't hesitate to contact me at (305) 596-8853. Your consideration is greatly appreciated.

Sincerely,

A handwritten signature in black ink that reads "Josh Brashears".

Mr. Josh Brashears, Chair  
Miami-Dade County, GIS User Group

January 19, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

*RE: Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program Application: Category 3*

Dear Ms. McNutt:

On behalf of the City of Miami, I am pleased to express my support/commitment for Miami-Dade County's application to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. If funded, the project will facilitate the collection and/or update of metadata managed in the GIS Inventory System. Proposed activities involve: 1) collaborating with seven different County agencies to prepare existing GIS datasets for inventory into the GIS Inventory System; and 2) creating new accounts in the GIS Inventory System for all GIS managers within Miami-Dade County local government, as well as other local agencies and municipalities.

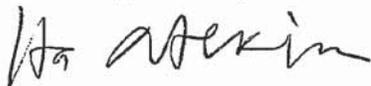
The proposed project will further the work of the City of Miami by creating and maintaining the Metadata of new and existing GIS datasets maintained by this office in FGDC standards. Most of the datasets maintained by the City are of general public interest.

As a project partner, the City of Miami will contribute to Miami-Dade County's project by providing up to date metadata and contact distribution list related to the city geographic datasets that could be of interest to the County operations or public interest.

We believe the project will offer meaningful benefits to Miami-Dade County's 2.5 million residents. I strongly recommend funding for this very important project.

Should you have any questions, please don't hesitate to contact me at (305) 416-1053. Your consideration is greatly appreciated.

Sincerely,



Ita Ntekim, GIS Coordinator  
City of Miami



*City of South Miami*

Office of the City Manager

January 23, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

*RE: Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program  
Application: Category 3*

Dear Ms. McNutt:

On behalf of City of South Miami, I am pleased to express my support/commitment for Miami-Dade County's application to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. If funded, the project will facilitate the collection and/or update of metadata managed in the GIS Inventory System. Proposed activities involve: 1) collaborating with seven different county agencies to prepare existing GIS datasets for inventory into the GIS Inventory System; and 2) creating new accounts in the GIS Inventory System for all GIS managers within Miami-Dade County local government, as well as other local agencies and municipalities.

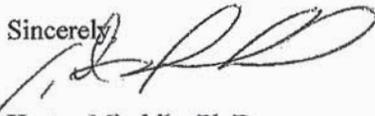
The proposed project will further the work of the City of South Miami, by creating and maintaining the Metadata of new and existing GIS datasets maintained by this office in FGDC standards. Most of the datasets maintained by the city are of general public interest.

As a project partner, the City of South Miami will contribute to Miami-Dade County's project by providing up to date metadata and contact distribution list related to the city geographic datasets that could be of interest to the county operations or public interest.

We believe the project will offer meaningful benefits to Miami-Dade County's 2.5 million residents. I strongly recommend funding for this very important project.

Should you have any questions, please don't hesitate to contact me at (305) 668-7334. Your consideration is greatly appreciated.

Sincerely,

  
Hector Mirabile, Ph.D.  
City Manager

  
Carmen V. Baker  
Chief Coordinating Officer





January 20, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

*RE: Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program Application: Category 3*

Dear Ms. McNutt:

On behalf of the City of Doral, I am pleased to express my support for Miami-Dade County's application to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. If funded, the project will facilitate the collection and/or update of metadata managed in the GIS Inventory System. Proposed activities involve: 1) collaborating with seven different County agencies to prepare existing GIS datasets for inventory into the GIS Inventory System; and 2) creating new accounts in the GIS Inventory System for all GIS managers within Miami-Dade County local government, as well as other local agencies and municipalities.

The proposed project will further the work of the City of Doral by creating and maintaining the Metadata of new and existing GIS datasets maintained by this office in FGDC standards. Most of the datasets maintained by the City are of general public interest.

As a project partner, the City of Doral will contribute to Miami-Dade County's project by providing up to date metadata and contact distribution list related to the city geographic datasets that could be of interest to the County operations or public interest.

We believe the project will offer meaningful benefits to Miami-Dade County's 2.5 million residents. I strongly recommend funding for this very important project.

Should you have any questions, please don't hesitate to contact me at (305) 593-6725. Your consideration is greatly appreciated.

Sincerely,

Rafael Alpizar, Ph.D.  
IT Director

South  
Florida  
Regional  
Planning  
Council



January 19, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

RE: *Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program Applications*

Dear Ms. McNutt:

On behalf of the South Florida Regional Planning Council, I am pleased to express my support for Miami-Dade County's three applications to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. The proposed project intent is to accomplish the following goals:

- Category 1 - To provide metadata training, metadata creation assistance and metadata program implementation and support;
- Category 3 - To collect and update metadata managed in the GIS Inventory System used by all GIS managers within Miami-Dade County local government, as well as other local agencies and municipalities;
- Category 5 - To facilitate implementation of the FGDC-endorsed standard within user communities within the metropolitan area of Miami-Dade County.

The proposed project will further the mission of the South Florida Regional Planning Council and its existing GIS services. Our mission is to identify the long-term challenges and opportunities facing Southeast Florida and assist the Region's leaders in developing and implementing creative strategies that result in more prosperous and equitable communities, a healthier and cleaner environment, and a more vibrant economy.

Miami-Dade County's project will complement many regional efforts in Southeast Florida and of the Regional Planning Council. As an active attendee of the Miami-Dade GIS User Group and strong proponent of regional data sharing, the Council strongly recommends funding for this very important project, as it will strengthen regional GIS coordinating efforts within the region.

Should you have any questions, please don't hesitate to contact me directly at 954-985-4416. Your consideration in this matter is greatly appreciated.

Sincerely,

Manuel Cela  
Director of Preparedness Programs  
South Florida Regional Planning Council  
[celam@sfrpc.com](mailto:celam@sfrpc.com)

3440 Hollywood Boulevard, Suite 140, Hollywood, FL 33021  
(954) 985-4416 / (800) 985-4416  
[sfadmin@sfrpc.com](mailto:sfadmin@sfrpc.com)

**BUDGET INFORMATION - Non-Construction Programs**

**SECTION A - BUDGET SUMMARY**

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	
1. 2012 National Spatial Data Infrastructure Cooperative Agreement Program	15.809	\$	\$	14,999.00	22,152.00	37,151.00
2.						
3.						
4.						
<b>5. Totals</b>		\$	\$	14,999.00	22,152.00	37,151.00

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY			Total (5)
	(1)	(2)	(3)	
	2012 National Spatial Data Infrastructure Cooperative Agreement Program	N/A		
a. Personnel	\$ 9,478.00	\$ 16,196.00	\$	\$ 25,674.00
b. Fringe Benefits	2,821.00	4,756.00		7,577.00
c. Travel	2,700.00	1,200.00		3,900.00
d. Equipment	0.00	0.00		
e. Supplies	0.00	0.00		
f. Contractual	0.00	0.00		
g. Construction	0.00	0.00		
h. Other	0.00	0.00		
i. Total Direct Charges (sum of 6a-6h)	14,999.00	22,152.00		\$ 37,151.00
j. Indirect Charges	0.00	0.00		
k. TOTALS (sum of 6i and 6j)	\$ 14,999.00	\$ 22,152.00	\$	\$ 37,151.00
7. Program Income	\$ 0.00	\$ 0.00	\$	\$

**SECTION C - NON-FEDERAL RESOURCES**

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. N/A	\$ 22,152.00	\$	\$	\$ 22,152.00
9.				
10.				
11.				
12. TOTAL (sum of lines 8-11)	\$ 22,152.00	\$	\$	\$ 22,152.00

**SECTION D - FORECASTED CASH NEEDS**

Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal \$ 37,151.00	\$ 9,287.75	\$ 9,287.75	\$ 9,287.75	\$ 9,287.75
14. Non-Federal \$				
15. TOTAL (sum of lines 13 and 14) \$ 37,151.00	\$ 9,287.75	\$ 9,287.75	\$ 9,287.75	\$ 9,287.75

**SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT**

(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. 2012 National Spatial Data Infrastructure Cooperative Agreement Program	\$ 37,151.00	\$	\$	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$ 37,151.00	\$	\$	\$

**SECTION F - OTHER BUDGET INFORMATION**

21. Direct Charges:	
22. Indirect Charges:	\$0
23. Remarks:	

32

### ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

<p>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> <p>Wall Dan</p>	<p>* TITLE</p> <p>County Mayor</p>
<p>* APPLICANT ORGANIZATION</p> <p>Miami-Dade County</p>	<p>* DATE SUBMITTED</p> <p>01/24/2012</p>

Standard Form 424B (Rev. 7-97) Back



Processing, please don't close the window until you receive a confirmation.

GRANTS.GOV

# Grant Application Package

Opportunity Title:	2012 National Spatial Data Infrastructure Cooperative A
Offering Agency:	U. S. Geological Survey
CFDA Number:	15.809
CFDA Description:	National Spatial Data Infrastructure Cooperative Agree
Opportunity Number:	G12AS20000
Competition ID:	G12AS20000
Opportunity Open Date:	11/03/2011
Opportunity Close Date:	01/24/2012
Agency Contact:	Desiree Santa Grant Specialist Phone: 703-648-7382 Email: dsanta@usgs.gov

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

I will be submitting applications on my behalf, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

\* Application Filing Name: Miami-Dade County GIS Metadata Program

### Mandatory Documents

Move Form to Complete

Move Form to Delete

### Mandatory Documents for Submission

Application for Federal Assistance (SF-424)  
Project Narrative Attachment Form  
Budget Information for Non-Construction Program  
Assurances for Non-Construction Programs (SF-424)

### Optional Documents

Move Form to Submission List

Move Form to Delete

### Optional Documents for Submission

## Instructions

- 1** Enter a name for the application in the Application Filing Name field.
  - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
  - You can save your application at any time by clicking the "Save" button at the top of your screen.
  - The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.
- 2** Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.
  - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
  - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".
  - To open and complete a form, simply click on the form's name to select the item and then click on the ==> button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.
  - All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.
- 3** Click the "Save & Submit" button to submit your application to Grants.gov.
  - Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
  - Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
  - The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
  - You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen instructions for submission.

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: 01/24/2012	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
<b>State Use Only:</b>		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: Miami-Dade County		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 59-6000573	* c. Organizational DUNS: 1319102540000	
<b>d. Address:</b>		
* Street1: 111 NW 1st Street, 29th Floor	Street2: <input type="text"/>	
* City: Miami	County/Parish: Miami-Dade	
* State: FL: Florida	Province: <input type="text"/>	
* Country: USA: UNITED STATES	* Zip / Postal Code: 33128-1994	
<b>e. Organizational Unit:</b>		
Department Name: Information Technology Dept.	Division Name: Geographic Information Systems	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: Ms.	* First Name: Bibi	Middle Name: <input type="text"/>
* Last Name: Oung	Suffix: <input type="text"/>	
Title: GIS Operating Systems Programmer		
Organizational Affiliation: Information Technology Dept. Geographic Information Systems		
* Telephone Number: (305) 275-7781	Fax Number: (305) 596-8901	
* Email: bzkm@miamidade.gov		

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

E: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

U. S. Geological Survey

**11. Catalog of Federal Domestic Assistance Number:**

15.809

CFDA Title:

National Spatial Data Infrastructure Cooperative Agreements Program

**\* 12. Funding Opportunity Number:**

G12AS20000

\* Title:

2012 National Spatial Data Infrastructure Cooperative Agreement Program

**13. Competition Identification Number:**

G12AS20000

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

14(Areas)\_and\_16(Congressional Districts).d

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Miami-Dade County GIS Metadata Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="24,846.00"/>
* b. Applicant	<input type="text" value="25,844.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="50,690.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

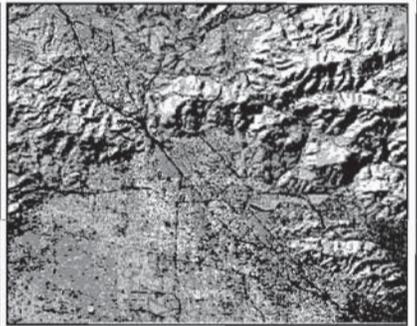
## Project Narrative File(s)

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\* Mandatory Project Narrative File Filename:

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To add more Project Narrative File attachments, please use the attachment buttons below.



# **MIAMI-DADE COUNTY GIS METADATA TRAINER AND OUTREACH ASSISTANCE**

2012 National Spatial Data Infrastructure  
Cooperative Agreement Program: Category 1  
United States Department of the Interior  
U.S. Geological Survey  
CFDA 15.809

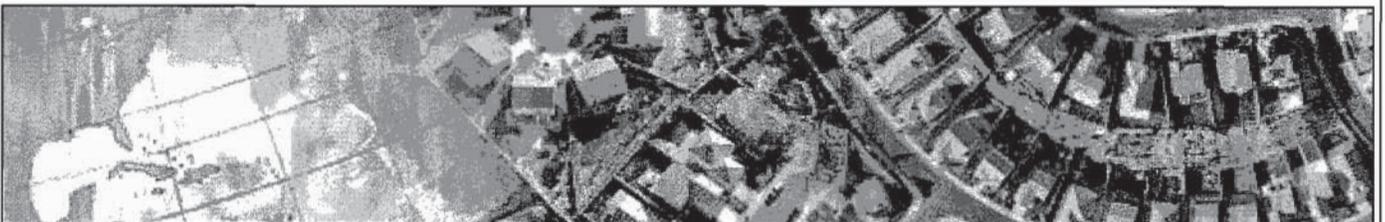


Submitted By:

**MIAMI-DADE COUNTY**



January 24, 2012



Category 1: Metadata Trainer and Outreach Assistance  
Miami-Dade County Information Technology Department

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**PROPOSAL NARRATIVE**

**2012 NSDI CAP Category 1: Metadata Trainer and Outreach Assistance**

**Proposal Summary**

- a) **Project Title:** Miami-Dade County GIS Metadata Trainer and Outreach Assistance
  
- b) **Applicant Organization:**  
Miami-Dade County, Information Technology Department  
5680 SW 87<sup>th</sup> Avenue  
Miami, Florida 33173
  
- c) **Collaborating Organizations:**
  - a. Miami-Dade County, Water & Sewer Department  
3071 SW 38<sup>th</sup> Avenue, Room 331, Miami, FL 33146
  
  - b. Miami-Dade County, Permitting, Environment and Regulatory Affairs Department  
701 NW 1<sup>st</sup> Court, Room 3-111, Miami, FL 33136
  
  - c. Miami-Dade County, Office of Emergency Management  
9300 NW 41<sup>st</sup> Street, Miami, FL 33178
  
  - d. Sustainability, Planning and Economic Enhancement Department  
111 NW 1<sup>st</sup> Street, Miami, FL 33128
  
  - e. Miami-Dade County, Parks and Recreation Department  
275 NW 2<sup>nd</sup> Street, Miami, FL 33128
  
  - f. Miami-Dade Transit  
701 NW 1<sup>st</sup> Court, Suite 1200, Miami, FL 33136
  
  - g. Miami-Dade County, GIS User Group  
5680 SW 87<sup>th</sup> Avenue, Miami, FL 33173
  
  - h. City of Miami  
444 SW 2<sup>nd</sup> Avenue, 5<sup>th</sup> Floor, Miami, FL 33130
  
  - i. City of Doral  
8300 NW 53<sup>rd</sup> Street, Suite 200, Doral FL 33166
  
  - j. City of South Miami  
6130set Drive, South Miami, FL 33143
  
  - k. South Florida Regional Planning Council  
3440 Hollywood Boulevard, Suite 140, Hollywood, FL 33021

**d) Name of Trainer and Trainer's Organization:**

Bibi Oung,  
Miami-Dade County, Information Technology Department

**e) Organization Internet Address:**

- <http://www.miamidade.gov/etsd/>
- <http://miamidade.gov/wps/portal/Main/GIS>

**f) Registered Clearinghouse Node or Web folder IP address:**

- GIS Inventory: <http://gisinventory.net/>
- Miami-Dade County, GIS: <http://miamidade.gov/wps/portal/Main/GIS#>

**g) Principal Investigator's Name and Contact Information:**

Bibi Oung,  
Phone: (305) 275-7781  
Fax: (305) 596-8901  
Email: [bzk@miamidade.gov](mailto:bzk@miamidade.gov)

**h) Other Contact Personnel:**

Martha Guerra  
Phone: (305) 596-839  
Fax: (305) 596-8901  
Email: [mrg@miamidade.gov](mailto:mrg@miamidade.gov)

**i) Project's Geographic Scope or Area:**

Miami-Dade (include 25 Departments, 35 Cities and Local agencies).

**j) Previous CAP Participation:**

No.

**k) Project Summary:**

With twenty-five years of experience working with Geographic Information Systems (GIS), Miami-Dade County (MDC) is positioned through experience and knowledge to provide Metadata training and outreach assistance to administrative units, departments, local and rural cities, regional and state organizations.

As part of this outreach, MDC will coordinate metadata training in accordance with NSDI guidelines. MDC will provide metadata training, metadata creation, maintenance and publishing assistance, and program implementation and support. Training manuals and materials will be developed, and include standards, guidelines and procedures for partner entities to establish and maintain metadata within their organization. Methods to deliver the training curriculum will include demonstrations, lectures, PowerPoint presentations, and hands-on training. Web 2.0 applications will be explored and implemented to enable resources on FGDC.gov to be more readily available to communities.

## Category 1

In addition, MDC may enhance metadata training in academia through instructional developments based on the University Consortium for Geographic Information and Technology's "*Body of Knowledge*" requirements. Training and outreach will also be coordinated and conducted for managerial organizations such as the National League of Cities and others.

MDC will register as a trainer on the NSDI Trainer Registry. As a trainer, MDC will: 1) Participate in FGDC distributed training network; 2) Conduct outreach to the aforementioned partners; and 3) Publish upcoming training schedules and information through our GIS User Group meetings. MDC will continue to be a metadata advocate and promote data inventory; documentation sharing; NSDI registration and participation; FGDC.gov resources; and metadata program implementation. Metadata training material developed and recorded will be shared and disseminated via MDC GIS website, <http://miamidade.gov/wps/portal/Main/GIS#>.

### **Project Scope:**

Miami-Dade County, will prepare metadata training materials to conduct metadata training, assist others with metadata creation and implementation, and outreach locally and regionally to the geospatial community to assist with metadata creation and sharing nationally. Steps are outline in detail under the "Technical Approach" section. Partner's information is provided under "Collaborating Organization" and participants will be from Miami-Dade County 25 departments, 35 cities and local and state agencies. Training and/or

The project contributes to the NSDI by allowing Miami-Dade County to, conduct FGDC compliant metadata training that will develops trainers, promote importance of geospatial metadata creation, sharing and dissemination nationally, encourage NSDI registration and use, provide metadata assistance, support and implementation assistance, and ultimately upload metadata in a national clearinghouse.

Miami-Dade County, GIS Data and Metadata Administrator is willing to inquire and research "Body of Knowledge" to acquire a full understanding of the BOK, but is willing to inquire and research to the necessary knowledge and understand from <http://www.ucgis.org/priorities/education/modelcurriculumaproject.asp> if necessary.

Metadata outreach efforts are important, to developed metadata awareness, development of relationships across government entities and become crucial during emergency situations. Properly documented metadata allows sharing and correct data usage and more importantly correct analysis results. Thus, conducting metadata training to Miami-Dade county and regional partners will ultimately improve NSDI purpose and goals.

Organizations, administrative units or target organizations/communities served in this project are listed under "Collaborating Organizations".

Miami-Dade County, GIS Data and Metadata Administrator have a working relationship with all departments and cities mentioned in this project. This project will facilitate metadata training

and outreach to units within these organizations, and create, share and publish metadata through the known contact(s) as indicated under the “Technical Approach” section.

Miami-Dade County partnership is with the 25 county Departments and administrative unites, 35 cities and other agencies, and they are a major factor in our daily operation from data exchange to platform support. Our partners acknowledge the need for this training and have agreed to 1) complete and update layers metadata; 2) maintain metadata; 3) share metadata; and 4) publish metadata.

Miami-Dade County GIS currently has and enforces its metadata standards, because it is essential and important to data users. New data is quality checked to ensure metadata is completed; it is a prerequisite to adding data to GIS Central Data Repository. FGDC Metadata curriculum will be implemented and this will improve current training and metadata documentations.

### **Technical Approach**

This project’s goals are, to provide metadata training and outreach assistance, so these steps will be followed:

- a. Review and verify FGDC and NSDI training program, compliance and related information to ensure the project approach comply with the guidelines and timelines.
- b. Review ArcGIS 10, current software version, metadata template that will be used to conduct training, but was redesigned by the software vendor, and explore ESRI resources, webinar and tools to ensure documents and materials prepared satisfy internal and external audience, and attend a “Kick-off” and quarterly teleconference meeting.
- c. Create an outline to comply with NSDI learning objectives, before preparing training materials.
- d. Modify/redevelop metadata standards, procedures/guidelines/form that aid in metadata creation, maintenance and implementation. the data collection process, a completed sample metadata, and for external audience, policies will be recommended.
- e. Prepare PowerPoint presentation materials that could be customized to accommodate presentation time constraints and audience. Presentation for metadata creator and managerial audience will be demonstrated internally at Miami-Dade County, GIS Technical meeting first, in an effort to improve materials and compile a list of FAQ that could be published.
- f. Coordinate the development of Miami-Dade County Metadata page that will host and provide information regarding metadata training and outreach assistance, in addition to registering as a NSDI trainer.
- g. Develop training materials, schedule and conduct a workshop in accordance with guidelines, and course and instructor evaluation forms will be used to improve training materials. Training materials will be given to agencies to implement metadata procedure within their organization. Miami-Dade County may conduct an online training if a need arises. Scheduling, publishing and conducting an online training will be addressed.
- h. Develop procedures and guidelines for publishing metadata to either their organization web page or NSDI clearinghouse within Data.gov

## Category 1

- i. Announce Metadata presentation and training efforts through our GIS User Group, include cities and agencies, and regional attendees, and our webpage.
- j. Address the logistics involve in scheduling and conducting training workshop and/or presentations.
- k. Developed and implement a Web 2.0 application and approved by the FGDC Web Administrator. Cost and maintenance will be considered.
- l. Coordinate Hands-on training at Miami-Dade County, Information Technology Department Innovative lab or at our Government Center Building training lab, and presentation at the aforementioned sites conference room. Laptop and projector is need for presentation.
- m. Training will be conducted via Citrix platforms, which eliminate the need to install software.
- n. Purchase supplies to print and distribute metadata training materials.
- o. Publish metadata training and presentation materials to county's Metadata web page and NSDI website. Materials developed will contain learning goals and objectives, and web page will be 508 Compliant.
- p. Track workshop, presentation and conference travel and registration expenses, and labor cost.
- q. Review feedback and update documents as needed.
- r. Complete the necessary interim and final report, FGDC calendar postings and training evaluation survey, as project progresses.

Metadata creators training approach will include lecture and exercise and for managerial audience it will be lecture only. However, if a managerial audience expresses the need for training, then they will be included in a creators training session.

Pre-workshop activities to measure learning would include links that explains "what is metadata" as part of the class invite. Then, at the beginning of a training workshop, attendees will be asked to indicate their metadata experience, in an effort to evaluate the audience level of metadata understanding. If there is a need the "what", "why", "when" and "who" of metadata will be explained and demonstrated, followed by an outline of the workshop. Post-workshop activities will include a feedback questionnaire that includes metadata learning questions.

Individuals and organization will be informed that the metadata training is FGDC compliant, and training material presented will enable them to create and maintain metadata. Metadata creation will be a 1-day training workshop, and managerial lecture will be a 2 – 3 hour lecture and demonstration. Metadata creators will have to pass the parser and posted to a clearinghouse or discovery portal, and agreement will be entered to sustain metadata relationship beyond the performance period. Trainers will be encourages to register as a NSDI Trainer to allow for training opportunities, to advocate inventory and documentation of data, support data sharing, participate in the NSDI, better access to resources on the metadata section of the FGDC.gov website and implement metadata programs in the organizations or agencies.

## Category 1

Course and instructor evaluation will be conducted at the end of the training workshop via a Feedback/Evaluation form and a series of questions. This feedback will help us to improve the various facets of conducting a training workshop.

Metadata training workshop and presentation materials will Adoption of FGDC Metadata Core Curriculum, which appears to be a great outline and comprehensive.

Metadata training material created will contain learning goals and objectives and be 508 compliant. Miami-Dade County, GIS has registered with NSDI Clearinghouse within Data.gov and will be use to published our GIS public metadata, and this information will be shared during each training workshop and presentation. Partners will be shown how to access this repository.

### **Project Experience**

As Miami-Dade County, GIS Data and Metadata Administrator, I have worked with GIS data and metadata for more than 15 years and have been the Administrator for more than 12 years. My experience includes the following:

- Customized the ArcInfo metadata program, which was complex in nature, that displayed the metadata form on a DEC UNIX platform to tailor the form to Miami-Dade County's operation, and to encourage metadata completion.
- Identifying and developing metadata standards and procedures that are adhere to by county departments for creating and updating metadata, modified guidelines, creating metadata forms to aid in metadata interviews (information collection) and completion, implementing, procedures, and created metadata samples.
- Conducted numerous group and one-on-one training sessions, demonstrations and presentations to promote metadata creation and maintenance. Attendees include County Departments that uses GIS.
- Created, implemented and enforce metadata policies that do not allow the addition of new data to our GIS Central Data Repository, also known as production, without metadata. Likewise, existing data and without metadata has to have metadata before data is updated in production. Override of these metadata policies can be requested by a supervisor in emergency cases, but a timeline for metadata completion is stated.
- Enforcement of these policies, willingness to guide and assist users with metadata creation, and creating and improving documentation has allowed production metadata to grow from about 25% to 75% metadata documentation. Additionally, the number of layers in our production environment has grown from about 250 layers to over 600 layers.
- Oversaw testing of various import and export metadata formats to minimize information lost during ArcInfo to ArcGIS metadata migration.
- Migrated metadata from ArcInfo to ArcGIS running on Server and ArcSDE Oracle Database. Created and modified several documents, including the aforementioned documents, to aid in a smooth transition of metadata formats
- Reuse of metadata information for similar data types and cleanup process.

## Category 1

- Developed specifications and tested programs that export metadata of updated data to XML and .HTM, and removes sensitive server and database connection information from metadata .XML and .HTM files before publicizing metadata.
- Responsible for provide aforementioned documentation, training, presentation, informative session and metadata support during each software upgrade to departmental GIS users.
- Reviewed and improved documents, based on feedbacks, and have overseen the compilation of Tip & Tricks in completing metadata.
- Developed metadata tracking and inventory procedure that is used to manage and provide data and metadata statistics.

As a strong metadata advocate who support/belief in metadata training, education, creation, maintenance and publishing. The enforcement of metadata on pre-production ready data has allowed Miami-Dade County, GIS Central Data Repository to improve it metadata initiative significantly. Proper metadata ultimately aid in proper data use, understanding and analysis results.

Metadata trainer and training organization is Bibi Oung, Miami-Dade County, and Information Technology Department. Bibi Oung has worked for Miami-Dade County, Information Technology Department for over 15 years, and specifically on the GIS platform. Ms. Oung has a Computer Science degree and has been Miami-Dade County, GIS Data and Metadata Administrator for over 12 years, has attended several ESRI training classes and webinars that include Metadata modules, has attended Metadata session at ESRI and West Palm Beach GIS User Expo. Ms. Oung uses ArcGIS Developer and Help forum to research metadata issues, reported bugs to ESRI that has been resolved, and uses ArcGIS tools to automate or improve metadata processing. Ms. Oung is not an ESRI Certified Trainers and has not been a CAP Category 1 awardee.

### **Commitment to Effort**

Miami-Dade County, Information Technology Department (ITD) GIS Data and Metadata Administrator will prepare the necessary aforementioned materials to effectively and successfully participate and conduct several Metadata Training and Outreach sessions. Training sessions and some presentations will be conducted at Miami-Dade County, Information Technology Department's conference room and Innovative Lab, and at the county's main Government Center Building. Venues currently available are Miami-Dade County's GIS Technical Sessions, Miami-Dade County GIS User Group, and West Palm Beach GIS Expo. Training and presentation sessions will be opened to Miami-Dade County's 25 Departments and Administrative units, 35 Municipalities, Miami-Dade County, GIS User Group, which have attendees from Broward and West Palm Beach counties, and existing GIS Data partners and agencies. In addition, a Metadata website will be developed to share material created from this grant. New attendees are welcome. Metadata training is highly needed, because the new GIS software version revamped the metadata template significantly, and this has generated several inquires about metadata training. The goal is to provide standards, guidelines and training, so GIS community continues to maintain, create, and share metadata. This effort requires training material preparation and presentation efforts. Materials and training can be customized to meet

State or Regional geospatial infrastructure strategies and plans, and timeline. Our commitment will comply with NSDI and FGDC requirements.

Attached are the following Letters of Commitment from our partners:

- Miami-Dade County, Water & Sewer Department
- Miami-Dade County, Permitting, Environment and Regulatory Affairs
- Miami-Dade County, Office of Emergency Management
- Sustainability, Planning and Economic Enhancement Department
- Miami-Dade County, Parks and Recreation
- Miami-Dade County, Public Schools
- Miami-Dade Transit
- City of Miami
- City of Doral
- City of South Miami
- South Florida Regional Planning Committee
- Miami-Dade County, GIS User Group

Miami-Dade County is willing to contact the University Consortium for Geographic Information Science announcing the proposal and its intentions. Miami-Dade County will work the University Consortium for Geographic Information Science in achieving the best method to distribute and announce the Metadata Training and Outreach training and/or presentation materials. Instructional material will also be made available via Miami-Dade County GIS Metadata website. Training material can be modified to accommodate their format.

This grant will allow Miami-Dade County to collaborate with NSDI to develop and share much needed metadata training resources. It is Miami-Dade County, GIS Data and Metadata Administrator best interest to maintain current metadata related documents, especially procedural information that becomes part of our daily function. These materials are time savers! Metadata creation and maintenance resources, guidelines, forms, policies, standards, presentations and training resources created from this grant will definitely be maintained, because these materials will replace existing documents and be incorporated as part of our metadata references and training materials. Materials will be review and updated during software upgrade for correctness, so they can be used as resources, and in future presentation and training workshop, both internally and externally. Updated documents will also be republished to Miami-Dade County's GIS Metadata web page and/or other venues sites. Maintaining existing metadata materials is more cost effective than regenerating the training materials. Training session will continue on as needed basis, through request and/or Miami-Dade County GIS User Group announcements, and this will satisfy both Miami-Dade County and NSDI interest. At Miami-Dade County, it is our policy that new production need metadata before data can be added to our GIS Central Data Repository, and metadata has to be updated for data updates. Metadata is an integral part of our GIS data quality control procedures for new and existing layers. Data in our GIS Central Data Repository without metadata, which existed prior to the implementation of the metadata policy, continues to be addressed to improve metadata efforts – it's an effort crucial to our operation.

## Detailed Budget Breakdown

## Attachment A

APPLICANT: Miami-Dade County

GRANT TITLE: NSDI CAP - Category 1 Metadata Trainer and Outreach Assistance

PERFORMANCE PERIOD: 12 months

Object Class Categories	TOTAL PROJECT	
	CAP (Federal)	In-kind (Match)
<b><u>Personnel</u></b>		
Bibi Oung, Operating Systems Programmer - 5% FTE CAP/10% FTE Match x \$107,432	\$5,372	\$10,743
Jeffrey Ruiz, Information Technology Specialist - 8% FTE CAP/10% FTE Match x \$69,004	\$5,520	\$6,900
Martha Guerra, Systems Support Manager - 1% FTE Match x \$141,856	\$0	\$1,419
Web Developer, Systems Analyst Programmer 2 - 5% FTE CAP x \$76,058	\$3,803	\$0
<b>TOTAL PERSONNEL</b>	<b>\$14,695</b>	<b>\$19,062</b>
<b><u>Fringe Benefits</u></b>		
FICA (.062 x FTE Salary)	\$911	\$1,182
MICA (.0145 x FTE Salary)	\$213	\$276
Retirement (.1264 x FTE Salary)	\$1,857	\$2,409
Group Life (.00017 x FTE Salary)	\$2	\$3
Health Plan (\$8,150/person x FTE)	\$1,467	\$1,712
<b>TOTAL FRINGE BENEFITS</b>	<b>\$4,451</b>	<b>\$5,582</b>
<b><u>Non-Personnel (Field Expenses)</u></b>		
<b><u>Travel</u></b>		
ESRI International Users Conference 2013	\$2,700	\$1,200
	\$0	\$0
	\$0	\$0
<b>Travel - Sub-total</b>	<b>\$2,700</b>	<b>\$1,200</b>
<b><u>Equipment/Training</u></b>		
Laptop	\$2,500	\$0
Projector	\$500	\$0
	\$0	\$0
<b>Equipment/Training - Sub-total</b>	<b>\$3,000</b>	<b>\$0</b>
<b><u>Contractual</u></b>		
	\$0	\$0
	\$0	\$0
<b>Contractual - Sub-total</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL NON PERSONNEL (Field Expenses)</b>	<b>\$5,700</b>	<b>\$1,200</b>
<b>Total Direct Charges</b>	<b>\$24,846</b>	<b>\$25,845</b>
<b>Indirect Charges</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL PROJECT COSTS</b>	<b>\$24,846</b>	<b>\$25,845</b>
	<b>\$50,690</b>	



*City of South Miami*

Office of the City Manager

January 23, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

*RE: Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program  
Application: Category 1*

Dear Ms. McNutt:

On behalf of City of South Miami, I am pleased to express my support/commitment for Miami-Dade County's application to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. If funded, this much needed project will provide metadata training, metadata creation assistance, and metadata program implementation and support.

The proposed project will further the work of the City of South Miami, by receiving metadata training and development assistance, standards and guidelines, and migration and implementation support. It will also allow us to participate in the sharing and publishing of metadata.

As a project partner, the City of South Miami will contribute to Miami-Dade County's project by 1) completing and updating layers metadata, 2) maintaining metadata, 3) sharing metadata and 4) publishing metadata.

We believe the project will offer meaningful benefits to Miami-Dade County's 2.5 million residents. I strongly recommend funding for this very important project.

Should you have any questions, please don't hesitate to contact me at (305) 668-7334. Your consideration is greatly appreciated.

Sincerely,

Hector Mirabile, Ph.D.  
City Manager

Carmen V. Baker  
Chief Coordinating Officer





January 20, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

*RE: Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program Application: Category 1*

Dear Ms. McNutt:

On behalf of City of Doral, I am pleased to express my support/commitment for Miami-Dade County's application to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. If funded, this much needed project will provide metadata training, metadata creation assistance, and metadata program implementation and support.

The proposed project will further the work of the City of Doral, by receiving metadata training and development assistance, standards and guidelines, and migration and implementation support. It will also allow us to participate in the sharing and publishing of metadata.

As a project partner, the City of Doral will contribute to Miami-Dade County's project by 1) completing and updating layers metadata, 2) maintaining metadata, 3) sharing metadata and 4) publishing metadata.

We believe the project will offer meaningful benefits to Miami-Dade County's 2.5 million residents. I strongly recommend funding for this very important project.

Should you have any questions, please don't hesitate to contact me at (305) 593-6725. Your consideration is greatly appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Rafael Alpizar".

Rafael Alpizar, Ph.D.  
IT Director

January 17, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

*RE: Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program Application: Category 1*

Dear Ms. McNutt:

On behalf of Miami-Dade County, Permitting, Environment and Regulatory Affairs Department, I am pleased to express my support/commitment for Miami-Dade County's application to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. If funded, this much needed project will provide metadata training, metadata creation assistance, and metadata program implementation and support.

The proposed project will further the work of Permitting, Environment and Regulatory Affairs Department by receiving metadata training and development assistance, standards and guidelines, and migration and implementation support. It will also allow us to participate in the sharing and publishing of metadata.

As a project partner, the Permitting, Environment and Regulatory Affairs Department will contribute to Miami-Dade County's project by 1) completing and updating layers metadata, 2) maintaining metadata, 3) sharing metadata and 4) publishing metadata.

We believe the project will offer meaningful benefits to Miami-Dade County's 2.5 million residents. I strongly recommend funding for this very important project.

Should you have any questions, please don't hesitate to contact me at (305) 372-6414. Your consideration is greatly appreciated.

Sincerely,



Mr. Charlton Lewis  
Computer Services Manager  
Miami-Dade County, Permitting, Environment and Regulatory Affairs Department



**Attachment B**  
**Miami-Dade County Parks,  
Recreation and Open Spaces  
Department**  
**Planning and Research Division**  
275 N.W. 2 Street  
Miami, Florida 33128  
T 305-755-7860/ F 305-755-7864

January 17, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

*RE: Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program  
Application: Category 1*

Dear Ms. McNutt:

On behalf of Miami-Dade County, Parks and Recreation Department, I am pleased to express my support/commitment for Miami-Dade County's application to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. If funded, this much needed project will provide metadata training, metadata creation assistance, and metadata program implementation and support.

The proposed project will further the work of the Parks and Recreation Department by receiving metadata training and development assistance, standards and guidelines, and migration and implementation support. It will also allow us to participate in the sharing and publishing of metadata.

As a project partner, the Parks and Recreation Department will contribute to Miami-Dade County's project by 1) completing and updating layers metadata, 2) maintaining metadata, 3) sharing metadata and 4) publishing metadata.

We believe the project will offer meaningful benefits to Miami-Dade County's 2.5 million residents. I strongly recommend funding for this very important project.

Should you have any questions, please don't hesitate to contact me at (305) 755-7820. Your consideration is greatly appreciated.

Sincerely,

A handwritten signature in cursive script that reads "Maria Nardi".

Ms. Maria Nardi  
Chief of Planning and Research  
Miami-Dade County Parks, Recreation and Open Space Department

*Delivering Excellence Every Day*

**Attachment B**



**Carlos A. Gimenez, Mayor**

**Transit**  
Overtown Transit Village  
701 NW 1 Court, 17<sup>th</sup> Floor  
Miami, FL 33136-3912  
T 786-469-5675 F 786-469-5584

miamidade.gov

January 17, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

*RE: Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program  
Application: Category I*

Dear Ms. McNutt:

On behalf of Miami-Dade Transit, I am pleased to express my support/commitment for Miami-Dade County's application to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. If funded, this much needed project will provide metadata training, metadata creation assistance, and metadata program implementation and support.

The proposed project will further the work of the Miami-Dade Transit by receiving metadata training and development assistance, standards and guidelines, and migration and implementation support. It will also allow us to participate in the sharing and publishing of metadata.

As a project partner, the Miami-Dade Transit will contribute to Miami-Dade County's project by 1) completing and updating layers metadata, 2) maintaining metadata, 3) sharing metadata and 4) publishing metadata.

We believe the project will offer meaningful benefits to Miami-Dade County's 2.5 million residents. I strongly recommend funding for this very important project.

Should you have any questions, please don't hesitate to contact me at (786) 469-5072. Your consideration is greatly appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Rosie Perez". The signature is written in a cursive, flowing style and is positioned above the typed name and title.

Rosie Perez  
Sr. Chief, Information Technology Services  
Miami-Dade Transit





*Delivering Excellence Every Day*

## Attachment B

### Office of Emergency Management

9300 NW 41 St

Miami, FL 33178

Email: [eoc@miamidade.gov](mailto:eoc@miamidade.gov)

Phone: 305-468-5400

Fax: 305-468-5401

January 20, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

*RE: Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program  
Application: Category 1*

Dear Ms. McNutt:

On behalf of Miami-Dade County, Office of Emergency Management, I am pleased to express my support/commitment for Miami-Dade County's application to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. If funded, this much needed project will provide metadata training, metadata creation assistance, and metadata program implementation and support.

The proposed project will further the work of the Office of Emergency Management by receiving metadata training and development assistance, standards and guidelines, and migration and implementation support. It will also allow us to participate in the sharing and publishing of metadata.

As a project partner, the Office of Emergency Management will contribute to Miami-Dade County's project by 1) completing and updating layers metadata, 2) maintaining metadata, 3) sharing metadata and 4) publishing metadata.

We believe the project will offer meaningful benefits to Miami-Dade County's 2.5 million residents. I strongly recommend funding for this very important project.

Should you have any questions, please don't hesitate to contact me at (305) 468-5403. Your consideration is greatly appreciated.

Sincerely,

Curtis S. Sommerhoff

Director

Miami-Dade Office of Emergency Management

January 17, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

*RE: Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program Application: Category 1*

Dear Ms. McNutt:

On behalf of Miami-Dade County, Sustainability, Planning and Economic Enhancement Department, I am pleased to express my support/commitment for Miami-Dade County's application to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. If funded, this much needed project will provide metadata training, metadata creation assistance, and metadata program implementation and support.

The proposed project will further the work of Sustainability, Planning and Economic Enhancement Department by receiving metadata training and development assistance, standards and guidelines, and migration and implementation support. It will also allow us to participate in the sharing and publishing of metadata.

As a project partner, the Sustainability, Planning and Economic Enhancement Department will contribute to Miami-Dade County's project by 1) completing and updating layers metadata, 2) maintaining metadata, 3) sharing metadata and 4) publishing metadata.

We believe the project will offer meaningful benefits to Miami-Dade County's 2.5 million residents. I strongly recommend funding for this very important project.

Should you have any questions, please don't hesitate to contact me at (305) 375-2942. Your consideration is greatly appreciated.

Sincerely,



Ms. Ileana Cea  
Computer Services Manager  
Miami-Dade County, Sustainability, Planning and Economic Enhancement Department

January 17, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

*RE: Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program Application: Category 1*

Dear Ms. McNutt:

On behalf of Miami-Dade County, Water and Sewer Department, I am pleased to express my support/commitment for Miami-Dade County's application to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. If funded, this much needed project will provide metadata training, metadata creation assistance, and metadata program implementation and support.

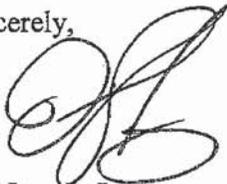
The proposed project will further the work of the Water and Sewer Department by receiving metadata training and development assistance, standards and guidelines, and migration and implementation support. It will also allow us to participate in the sharing and publishing of metadata.

As a project partner, the Water and Sewer department will contribute to Miami-Dade County's project by 1) completing and updating layers metadata, 2) maintaining metadata, 3) sharing metadata and 4) publishing metadata.

We believe the project will offer meaningful benefits to Miami-Dade County's 2.5 million residents. I strongly recommend funding for this very important project.

Should you have any questions, please don't hesitate to contact me at (786) 552-8334. Your consideration is greatly appreciated.

Sincerely,



Mr. Jose L. Lopez  
Computer Service Manager  
Miami-Dade County, Water and Sewer Department



STATE OF FLORIDA  
**DIVISION OF EMERGENCY MANAGEMENT**

RICK SCOTT  
Governor

BRYAN W. KOON  
Director

Monday, January 23, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

Dear Ms. McNutt,

On behalf of the steering committee for statewide GIS coordination, I am pleased to express my support for Miami-Dade County's three applications to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. The proposed projects intent to accomplish the following goals:

- Category 1: To provide metadata training, metadata creation assistance, and metadata program implementation and support;
- Category 3: To collect and update metadata managed in the GIS Inventory System used by all GIS managers within Miami-Dade County local government, as well as other local agencies and municipalities;
- Category 5: To facilitate implementation of the FGDC-endorsed standard within user communities within the metropolitan area of Miami-Dade County.

The proposed project will further the goals of the statewide steering committee for GIS coordination to successfully improve statewide coordination and sharing of geographic information for the benefit of all stakeholders in the State of Florida. As the chair for this volunteer committee and State of Florida representative to the National States Geographic Information Council, I support funding for these projects, as they will strengthen GIS coordinating efforts within South Florida, which will in turn strengthen statewide efforts.

Should you have any questions, please don't hesitate to contact me at 850-413-9907. Your consideration is greatly appreciated.

Thanks,

Richard Butgereit  
GIS Administrator  
Florida DEM

**Attachment B**

MIAMI-DADE COUNTY, FLORIDA



ENTERPRISE TECHNOLOGY  
SERVICES DEPARTMENT

IT BUSINESS OFFICE  
5680 S.W. 87th AVENUE  
MIAMI, FLORIDA 33173-1609

January 19, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

*RE: Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program Applications*

Dear Ms. McNutt:

On behalf of the regional GIS coordinating entity, Miami-Dade GIS User Group, I am pleased to express my support for Miami-Dade County's three applications to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. The proposed projects intend to accomplish the following goals:

- Category 1: To provide metadata training, metadata creation assistance, and metadata program implementation and support;
- Category 3: To collect and update metadata managed in the GIS Inventory System used by all GIS managers within Miami-Dade County local government, as well as other local agencies and municipalities;
- Category 5: To facilitate implementation of the FGDC-endorsed standard within user communities within the metropolitan area of Miami-Dade County.

The proposed project will further the goals of the Miami-Dade GIS User Group, which is a forum for introducing new technology and processes to the GIS User Community. It allows developers and users to discuss the status of current GIS projects within the community and provides a vehicle to coordinate issues of common concern, encourage data sharing, promote training opportunities, and present information on current events. Attendees and members of the group include governmental agencies, local colleges and universities. Meetings are held quarterly and include guest presenters from the GIS Community.

As Chair of the Miami-Dade GIS User Group, I strongly recommend funding for this very important project, as it will strengthen regional GIS coordinating efforts within South Florida.

Should you have any questions, please don't hesitate to contact me at (305) 596-8853. Your consideration is greatly appreciated.

Sincerely,

A handwritten signature in black ink that reads "Josh Brashears".

Mr. Josh Brashears, Chair  
Miami-Dade County, GIS User Group

South  
Florida  
Regional  
Planning  
Council



January 19, 2012

Marcia McNutt, Director  
U.S. Geological Survey  
12201 Sunrise Valley Drive Mail Stop 100  
Reston, VA, 20192-0002, US

RE: *Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program Applications*

Dear Ms. McNutt:

On behalf of the South Florida Regional Planning Council, I am pleased to express my support for Miami-Dade County's three applications to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. The proposed project intent is to accomplish the following goals:

- Category 1 - To provide metadata training, metadata creation assistance and metadata program implementation and support;
- Category 3 - To collect and update metadata managed in the GIS Inventory System used by all GIS managers within Miami-Dade County local government, as well as other local agencies and municipalities;
- Category 5 - To facilitate implementation of the FGDC-endorsed standard within user communities within the metropolitan area of Miami-Dade County.

The proposed project will further the mission of the South Florida Regional Planning Council and its existing GIS services. Our mission is to identify the long-term challenges and opportunities facing Southeast Florida and assist the Region's leaders in developing and implementing creative strategies that result in more prosperous and equitable communities, a healthier and cleaner environment, and a more vibrant economy.

Miami-Dade County's project will complement many regional efforts in Southeast Florida and of the Regional Planning Council. As an active attendee of the Miami-Dade GIS User Group and strong proponent of regional data sharing, the Council strongly recommends funding for this very important project, as it will strengthen regional GIS coordinating efforts within the region.

Should you have any questions, please don't hesitate to contact me directly at 954-985-4416. Your consideration in this matter is greatly appreciated.

Sincerely,

Manuel Cela  
Director of Preparedness Programs  
South Florida Regional Planning Council  
[celam@sfrpc.com](mailto:celam@sfrpc.com)

3440 Hollywood Boulevard, Suite 140, Hollywood, FL 33021  
(954) 985-4416/(800) 985-4416  
[sfadmin@sfrpc.com](mailto:sfadmin@sfrpc.com)

MIAMI-DADE COUNTY, FLORIDA



ENTERPRISE TECHNOLOGY  
SERVICES DEPARTMENT  
IT BUSINESS OFFICE  
5600 S.W. 17th AVENUE  
MIAMI, FLORIDA 33173-1699

January 24, 2012

Louis J. Driber  
NSDI Liaisons  
USGS Southeast Area  
2639 North Monroe Street Suite A-200  
Tallahassee, FL 32303  
ldriber@usgs.gov

Dear Mr. Driber:

*RE: Miami-Dade County's 2012 National Spatial Data Infrastructure Cooperative Agreement Program Applications*

Dear Ms. McNutt:

This letters serves to notify of Miami-Dade County's intention to submit three proposal applications to the U.S. Geological Survey's 2012 National Spatial Data Infrastructure Cooperative Agreement Program. If funded, the projects will accomplish the following goals:

- Category 1: To provide metadata training, metadata creation assistance, and metadata program implementation and support;
- Category 3: To collect and update metadata managed in the GIS Inventory System used by all GIS managers within Miami-Dade County local government, as well as other local agencies and municipalities;
- Category 5: To facilitate implementation of the FGDC-endorsed standard within user communities within the metropolitan area of Miami-Dade County.

USGS requires that applicants submitting proposals for less than national projects under Category 1 send a notification letter to their USGS State Geospatial Liaison. To comply with this requirement, we have provided a copy of our submitted proposal enclosed.

Should you have any questions, please don't hesitate to contact me at (305) 275-7781.

Sincerely,

A handwritten signature in black ink, appearing to read "Bibi Z. Oung", written over a horizontal line.

Bibi Z. Oung,  
Operating Systems Programmer

**BUDGET INFORMATION - Non-Construction Programs**

**SECTION A - BUDGET SUMMARY**

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	
1. 2012 National Spatial Data Infrastructure Cooperative Agreement Program	15.809	\$ 24,846.00	\$ 25,844.00	\$	\$	\$ 50,690.00
2.						
3.						
4.						
5. Totals		\$ 24,846.00	\$ 25,844.00	\$	\$	\$ 50,690.00

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	2012 National Spatial Data Infrastructure Cooperative Agreement Program	N/A			
a. Personnel	\$ 14,695.00	\$ 19,062.00	\$	\$	\$ 33,757.00
b. Fringe Benefits	4,451.00	5,582.00			10,033.00
c. Travel	2,700.00	1,200.00			3,900.00
d. Equipment	3,000.00	0.00			3,000.00
e. Supplies	0.00	0.00			
f. Contractual	0.00	0.00			
g. Construction	0.00	0.00			
h. Other	0.00	0.00			
i. Total Direct Charges (sum of 6a-6h)	24,846.00	25,844.00			\$ 50,690.00
j. Indirect Charges	0.00	0.00			\$
k. TOTALS (sum of 6i and 6j)	\$ 24,846.00	\$ 25,844.00	\$	\$	\$ 50,690.00
7. Program Income	\$ 0.00	\$ 0.00	\$	\$	\$

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**SECTION C - NON-FEDERAL RESOURCES**

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. National Spatial Data Infrastructure Cooperative Agreements Program	\$ 24,846.00	\$	\$	\$ 24,846.00
9.				
10.				
11.				
12. TOTAL (sum of lines 8-11)	\$ 24,846.00	\$	\$	\$ 24,846.00

**SECTION D - FORECASTED CASH NEEDS**

Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal \$ 50,690.00	\$ 12,672.50	\$ 12,672.50	\$ 12,672.50	\$ 12,672.50
14. Non-Federal \$				
15. TOTAL (sum of lines 13 and 14) \$ 50,690.00	\$ 12,672.50	\$ 12,672.50	\$ 12,672.50	\$ 12,672.50

**SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT**

(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. 2012 National Spatial Data Infrastructure Cooperative Agreement Program	\$ 50,690.00	\$	\$	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$ 50,690.00	\$	\$	\$

**SECTION F - OTHER BUDGET INFORMATION**

21. Direct Charges:	
22. Indirect Charges:	\$0
23. Remarks:	

65

### ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

<p>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> <p>Wall Dan</p>	<p>* TITLE</p> <p>County Mayor</p>
<p>* APPLICANT ORGANIZATION</p> <p>Miami-Dade County</p>	<p>* DATE SUBMITTED</p> <p>01/24/2012</p>

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