



Nebraska State Records Board

440 S. 8th St. Suite 210, Lincoln, NE 68508 402-471-2745

John A. Gale, Chairman

APPLICATION FOR STATE RECORDS BOARD GRANT TO IMPROVE ACCESS TO PUBLIC INFORMATION

1. Name of agency applying for grant _____

2. Grant amount requested \$ _____

3. Title of project _____

4. Brief description of project:

Responses are required to all questions in Parts I & II and all associated documents that may be requested must be included in this submission in order to be considered for funding.

The Nebraska State Records Board is sponsoring a grant program for Nebraska government agencies for the development of programs and technology to improve electronic access to Nebraska government information and services by citizens and businesses with emphasis on web-enabled services. The State Records Board has set the maximum amount of any grant awarded at \$25,000.00 for this grant period. The grants may be used for the creation or enhancement of electronic access and delivery of government services and information, but not to fund ongoing operations. Nebraska government agencies wishing to apply for these grants may want to first contact Nebraska.gov to establish feasibility and scope of the project.

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

Grant Criteria

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

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

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

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

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

11. Does the project involve the licensing, permitting or regulation of business?

If yes, explain how the project or service will allow integration with the State of Nebraska's Business Portal, located at:

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

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

13. If the grant is to create an on-line application, is the application to have a fee associated with its use for accessing public records, or is the application free for use by the public, businesses and other governmental agencies?

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

14. If the grant application is for a Geographic Information System project, do you and the agency you represent agree to share the data collected in that project, without costs, with other interested government agencies in the State that may have a need for such data?

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Part II. Technical Information

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

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

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

4. Agencies submitting grant applications for funding of a Geographic Information System (GIS) project must in addition to the standard grant application complete and submit the *Supplemental Questionnaire for State Funded Entities on Land Record Information and Mapping-Related Grant Application* found on the Boards website page "Grant Information" at www.staterrecordsboard.ne.gov.

5. Describe how technical support will be provided.

Part III. EXPECTATIONS

It is the expectation of the Nebraska State Records Board that the grantee recognize the project as an ongoing effort to make public documents and or transactions more accessible. As this application relates to public documents the goal encompasses not only the availability of current documents as described in this application but the ongoing addition of new and updated documents in a timely manner. This goal recognizes the public's interest in not only historical information but the expectation that current data is obtainable. The Nebraska State Records Board recognizes that this is a long term commitment on the part of the grantee and anticipates the continued financial support of the grantee to maintain these expectations.

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Part IV. STATE LAW COMPLIANCE

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

Part V. CONTACT INFORMATION & SIGNATURE

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

Printed Name Title

Phone # _____ E-mail _____

Physical Address:

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

Signed this ____ day of _____, 20__

Agency Director

Please return completed application to:

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

(Last updated 02/08/2012)

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