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## **TIME TASK FORCE GRANT**

**SPONSORED BY AAA**

***Purpose:*** To provide incentives to two separate public safety agencies in the form of Unmanned Aerial Vehicle (Drone) equipment to public safety agencies responsible for responding to and mitigating traffic incidents within the State of Georgia, for the purpose of enhancing traffic safety.

***Scope:*** Grant(s) are awarded in the form of equipment based upon the American Automobile Association (AAA) and Traffic Incident Management Enhancement (TIME) Task Force Executive Board's evaluation criteria and current funding availability.

***Period for evaluation:*** The Grant(s) are awarded based upon the applying agency's need for drone equipment and their commitment to TIM Team Activities.

***Awards:*** Grant award(s) are made in the form of drone equipment listed in this document. The maximum award to any individual agency will be one (1) drone package, to a public safety agency that does not currently have a drone and has never used a drone.

***Application:*** Applications are accepted for consideration November 19, 2018 thru December 1, 2018.



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**Notification:** The Grant Award notification(s) will be presented to the Grant recipient(s) by December 15, 2018.

## APPLICATION INSTRUCTIONS AND MINIMUM QUALIFICATIONS

- Process:**
1. Apply- The applicant must meet minimum qualifications as outlined below.. Applications must be completely filled out and include all required materials outlined in the Application Checklist .
  2. AAA and TIME Task Force Executive Board will evaluate the Application.
  3. Applicants will be made aware of the status of their application on or before December 15, 2018.

### Minimum Qualifications to Apply:

1. **Open Roads Policy Endorsement:** Prior to applying, applicants must first sign and submit an endorsement of the Georgia Open Roads Policy (ORP). More information about the ORP is available online at [TIMETaskForce.com](http://TIMETaskForce.com). Assistance is available to draft an ORP endorsement by emailing [info@timetaskforce.com](mailto:info@timetaskforce.com). The ORP endorsement is complete once the document is signed by both the endorsing agency as well as TIME's Co-chairs. Completed endorsements are posted online at [TIMETaskForce.com](http://TIMETaskForce.com).
2. **Agency Acknowledgment Letter or Memo:** A signed and dated memo or letter from an Agency Head, acknowledging that the applicant is authorized to represent their Department, must be submitted along with the Grant Application. An "agency head" may include an Agency Chief, Sheriff, County or City Manager, among others.
3. **Traffic Incident Management:** Only applicants with an ongoing engagement in traffic incident management, scene safety and incident response need apply. Applicants must represent legally authorized, public safety agencies.



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## DISCLAIMERS

1. Submitting an application does not guarantee or commit TIME resources. TIME will directly contact all applicants to inform of the approval or denial of their application.
2. TIME may honor some or all of an applicant's requests at the discretion of AAA and TIME Board.
3. Successful applicants will receive equipment directly from AAA and TIME Task Force. No funding (direct financial contributions) will be provided by AAA or TIME to any applicants.
4. Only complete applications submitted prior to the submission deadline will be considered.
5. AAA and TIME may reject any application at its discretion.
6. Only those individuals who are authorized to represent an Agency and who possess the authority to commit internal resources (for example, meeting room facilities for training or personnel to attend TIME events) need apply.
7. Submitting an application allows the TIME Task Force to request applicant internal resources (for example, supplying a meeting room facility or personnel to attend a TIME event), as needed.
8. TIME will work directly with the representatives of successful applicants to supply equipment in a manner that is most beneficial to the applicant. However, TIME is unable to offer equipment that is customized or branded to the specifications of recipients as these are stock items.
9. Awarding agency must obtain certification and training within 60 days of being awarded the grant.
10. Quarterly reporting to the Georgia TIME Task Force board on the use of your drone throughout 2019 is required. Reports can be sent to [info@timetaskforce.com](mailto:info@timetaskforce.com)



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## APPLICATION

Directions – Please complete the following application in its entirety and submit electronically to [info@timetaskforce.com](mailto:info@timetaskforce.com). (Word doc or PDF preferred)

**All drone grant applicants must demonstrate the need for AAA and TIME’s support to advance their operations through the promotion of safe, quick clearance of incidents and the reduction of secondary crashes.**

### 1. Contact Information

<b>Date of Application</b>	Choose a date
<b>Name of Agency:</b>	Name of Agency/Business
<b>Name of Agency Head:</b>	Name of Agency Head
<b>Name/Title of Applicant:</b>	YOUR name and title
<b>Agency Address:</b>	# and street
<b>City, State ZIP</b>	City, State ZIP
<b>Website:</b>	Website
<b>Applicant Email:</b>	YOUR email address
<b>Applicant Phone:</b>	Enter BEST contact number
<b>TIM Discipline:</b>	Pick one
<b>Date Agency Endorsed the Open Roads Policy</b>	Click or tap to enter a date.
<b>Total value of Grants awarded:</b> (from TIME Task Force for the previous 36 months to your Agency/Business, note years/amounts)	Click to enter, ie; “2007- \$14,500”



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Justification for submitting application:

1. Explain your Agency's commitment to Traffic Incident Management and how the use of a drone would aid in safe, quick clearance of incidents and the reduction of secondary crashes. (Tell us why your agency should receive the AAA/TIME Grant?)

2. Has your agency ever had an Unmanned Aerial Vehicle or drone? (If yes, please explain.)

Yes or No

3. 2019 Plan: Describe your Public Safety Agency's commitment to actively participate in local Traffic Incident Management (TIM) Teams and TIME sponsored events (For example: frequency of attending or hosting meetings, number of agency representatives that will attend meetings, your agency's commitment to assist with training).

**Applicant Signature:** Click or tap here to enter text.

**Date:** Click or tap to enter a date.



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Final application checklist

- Agency meeting minimum qualifications as outlined on Page 2.
- Agency has reviewed disclaimers on Page 3.
- Agency has completed in its entirety and signed application on Page 5.
- Agency has attached a letter or memo of acknowledgement by Agency head.
- Agency has submitted grant application no later than December 1, 2018, electronically to [info@timetaskforce.com](mailto:info@timetaskforce.com) or through timetaskforce.com website.

### EVALUATION CRITERIA

Points are awarded for each evaluation criteria listed below.

Maximum Points Awarded	Criteria
40	The agency thoroughly explained their commitment to Traffic Incident Management and traffic safety.
20	The agency thoroughly explained how they would use the drone equipment to aid in Traffic Incident management
20	The agency does not have an Unmanned Aerial Vehicle or drone.
20	The agency thoroughly explained their plan to participate in 2019 TIM meetings and TIME initiatives

	Estimated Cost	Item	Description
EQUIPMENT	\$5000.00	UAV (Phantom 4 Pro)	<ul style="list-style-type: none"> <li>• Services to include Certificate of Authorization (COA) writing and filing (This is paperwork needed for the FAA)</li> <li>• 2-day training for 2 operators</li> <li>• 2 batteries</li> <li>• 1-year manufacturer's warranty</li> <li>• 2 DJI Care packages (This is an additional warranty that will cover some of the parts damaged during use)</li> </ul>