

Summary Of Core Services / Time Charged / Percent of Work



Core Services Summaries	Timesheet Category	Hours	Percent of Total	Percent of Core
1. Geospatial data warehouse and catalog (archive of geospatial data and imagery)	Data (develop, maintain, distribute)	564.75	5%	11%
2. Ensure data/imagery is in consistent format				
3. Ensure that all data/imagery has consistent metadata/documentation				
4. Distribute data 4.1. Make data available for free download 4.2. Provide method to search for data 4.3. Provide access to metadata/documentation				
5. Develop and update data standards (with participation of VT GIS Community)	Standards Development	7.5	0%	0%
6. Provide technical support for geospatial data development and management	Support to VGIS	1099	10%	23%
7. Design, development, and deployment of geospatial web services and applications				
8. Provide data analysis technical support				
9. Provide data management support (surface waters, sustainable energy, emergency management, imagery)				
10. Facilitate and support interagency collaboration, coordination and standardization relating to GIS software, systems, services and policy (e.g.: Enterprise GIS Consortium, VCGI Technical Advisory Committee)	State (Enterprise Support, TAC, EGC)	179.5	2%	4%

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11. Coordinate priority statewide data collection/management efforts	No Service			
12. Coordinate and provide professional development and networking opportunities for GIS users at all levels	Outreach	1727.5	15%	34%
13. Coordination/networking at regional and national levels				
14. Promote awareness of GIS in other sectors (education, nonprofits, small business, gov't, see customers listed above)				
15. Respond to direct inquiries for information and resources				
16. Utilize Return On Investment (ROI) analyses to document cost/benefits of GIS	No Service			
17. Leverage external financial resources (eg: grants, contracts) to help support VCGI's core mission and other priorities (eg: broadband mapping, statewide LiDAR)	New Business Development	149.75	1%	3%
	Projects	3567.5	31%	
18. Provide GIS consulting services in partnership with private sector	No Service			
19. Help agencies draft RFPs and select contractors	General, Orthophoto Program, and Legislature	859.98 172.50 205.50	11%	25%
20. Grant, contract, MOU, SLA, and any other inter-organizational agreement management				
21. Budget, personnel, Orthoimagery Program and business management				

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22. Overhead	Administration (half), Sick, Holidays, Vacation and General	3009	25%	