

# APPLICATION FOR GRANT FUNDING

## STEP 1 – Applicant and Partner Information

### **Primary Applicant (Required): Fort Belknap Indian Community Council (FBICC) - Planning and Land Departments**

Name of principle individual: Caroline Brown, Planning Director

Name of agency/entity: Fort Belknap Planning Department, Fort Belknap Indian Community Council (FBICC)

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Name of contact: Margaret Peggy Doney

Name of Agency: Fort Belknap Land Department, Fort Belknap Indian Community Council (FBICC)

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### **Other Project Partners:**

Name of contact: Carmen Taylor, Dean of Academic Affairs, Aaniiih Nakoda College

Name of Partner Agency: Environmental Services Department, Aaniiih Nakoda College

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State: Montana

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**Other Project Partners:**

Name of contact: Barbara Stiffarm, Executive Director

Name of Agency: Opportunity Link, Inc.

Street: 2229 5<sup>th</sup> Street

City: Havre

County: Hill

State: Montana

Zip Code: 59501

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**Date Submitted (Required):**

February 14, 2014

**Date Received by State:**

**Descriptive Title of Applicant's Project (Required):**

**Fort Belknap GIS Project (FB-GIS)**

## STEP 2 – Relevance and Public Benefit

The Fort Belknap GIS Project (FB-GIS) proposes to bring map-enabled analysis of tribally compiled data to Fort Belknap Indian Community Council (FBICC) for the purpose of tribal land use planning in mitigation of widespread flooding; energy exploration and development; and redistribution of reservation land in accordance with the Cobell-BIA settlement.

The FB-GIS project aims to build capacity through training while helping to inform FBICC's planning, land, housing and other departments in their decision making processes by producing quality and standardized GIS data, and utilizing GIS in planning. FB-GIS will map reservation land, translate them into shapefiles for GIS use, and build tribal capacity to continue this work through: (1) staff training; (2) partnership with Aaniiih Nakoda College (ANC, formerly Fort Belknap Community College) for teaching community GIS applications; and (3) partnership with Opportunity Link (OL) and the regional planning project Vibrant Futures for replication in future community development projects in the Northcentral Montana region.

FB-GIS will build capacity by providing training to FBICC staff and internships for nominated students enrolled at ANC. Over the course of the grant year, trainees will progress, through in-person training, from a basic level of understanding GIS concepts and applications to completing a final project which will assist in land-use planning, historic preservation, and public understanding. By creating GIS data to help inform and assist FBICC in its decision-making, the FB-GIS project will, in accordance with **MLIA priority B2.2, demonstrate the value of GIS in improving the quality of life for tribal members and non-tribal Montanans.**

Trainees will work on practical, small-scale community projects utilizing both ArcGIS Desktop and ArcGIS Online. The trainees, in collaboration with and with guidance from ANC instructors and OL, will help to develop training exercises which will be made available on ArcGIS Online for limited public access. In addition, training materials will be produced for ANC and FBICC use, and will then be made available to the public following ANC and FBICC protocols. In providing access to training materials and web-based mapping, tribal participants will gain GIS access, awareness of geospatial information, capacity to develop new data specific to tribal land use exigencies, and expanded coursework at ANC. By building local capacity through trained personnel and access to training materials and resources, the FB-GIS project satisfies **MLIA priority B2.2 in building grassroots support for location based services.**

FBICC will leverage MLIA funds to create coursework and a collaborative program between the FB Planning, Land and Housing Departments, and ANC. Further, support of the Vibrant Futures Regional Planning Project (VF) to the FB-GIS project will advance FB training opportunities demonstrating GIS applications to other regional, local and tribal government entities.

## **STEP 3 – Scope of Work Narrative**

### **EXPLANATION OF THE FB-GIS PROJECT**

We propose a three-pronged approach to sustainable rural practice of GIS mapping: (1) Improve capacity of FBICC planning and land management by developing community-based mapping projects; (2) demonstrate value of GIS to tribal land use planning and policy by incorporating mapped data into tribal and regional plans; and (3) engage instructors and students of tribal Aaniiih Nakoda College in community-based mapping projects. Increased GIS capacity will enable decision makers and community members to plan more effectively for their communities' futures.

This project combines improved GIS planning capacity for Fort Belknap Reservation with expanded grassroots and academic offerings of GIS training. Students selected for the project will conduct project-based training outside of their normal classroom time. Internships will offer a \$1000 stipend. During the training period (August 2014 - March 2015) OL staff and ANC instructor will meet with both students and FBICC trainees once a week for two hours to conduct training and coordinate project activities (e.g. collecting data in collaboration with Tribal Program personnel and an ANC instructor). During this time, site-specific training materials will be developed with input from instructors and students, ensuring that training materials are relevant and unique to the situations and practical geographic problems confronted by Fort Belknap and other tribal communities. At the end of the training period, focus will shift from training towards utilizing the land allotment and other data needed for comprehensive review of allotment and land use issues. Currently, there is no GIS information about land allotments for tribal land-use planning.

This program will also build the capacity for tribal programs to create GIS land allotment layers. Students involved with the FB-GIS project will contribute to creation of a complete layer for all Fort Belknap tribal lands. Although some of the work for this portion of the FB-GIS project will be completed during the training period, the focus on creating these GIS layers will be the main emphasis post-training (March 2015 - June 2015). Trainees will learn how to use Esri ArcGIS Desktop and ArcGIS Online, and will learn how to use QGIS (an open source GIS program). This project removes two major barriers for potential GIS users, 1) access to training and 2) access to software. The creation of training materials and access to free GIS software is a step towards sustainable GIS capacity for the Fort Belknap community. By providing instruction for accessible GIS applications such as QGIS and ArcGIS Online, GIS capacity will be built through availability of capable GIS users. At completion of the grant period, a project sustainability plan will be suggested for adoption by other Montana tribal programs and educational institutions. This plan will address strategies for sustaining grassroots development of GIS capacity.

## **FB-GIS GOALS, OBJECTIVES & TASKS**

**Goal #1: To build capacity for localized GIS solutions and to build grassroots support for location based services through training and increased accessibility to GIS training materials and software.**

### Objectives

- To pilot a cooperative GIS-training program between Fort Belknap Tribal Planning Department and ANC Tribal College. [Responsibility: Project Manager, ANC Project Liaison, OL Project Liaison; Deadline: August 1<sup>st</sup>, 2014].
- To identify geo-mapping needs specific to tribal land use and government planning issues. [Responsibility: Project Manager, Training Coordinator; Deadline: August 8th, 2014]
- To train two students and two FBICC or Land Department staff under the mentorship of an ANC instructor and tribal planners. [Responsibility: ANC instructor, Training Coordinator; Deadline: August 2014 - June 2015]
- To create tribal-specific training material and produce web-based exercises. [Responsibility: Training Coordinator, ANC Instructor; Deadline March 1<sup>st</sup>, 2015]
- To promote GIS and the cooperative program through GIS Information Event at ANC and project presentation for tribal leadership/programs. These events will be held in the month of March with the GIS Information Event occurring during two separate occasions to maximize outreach. [Responsibility: Training Coordinator, Deadline March 1<sup>st</sup>, 2015]
- To ensure sustainability of cooperative program post-grant funding and provide model for regional programs of a similar nature. This will be completed by the end of June 2015. [Responsibility: Training Coordinator, Deadline June 2015]

### Tasks

1. Outline the cooperative program.
2. Develop commitment agreements between Fort Belknap Planning Department, Aaniiih Nakoda College, and Opportunity Link.
3. Identify two students for the project and develop commitment agreements for their participation in the training and completion of their final project.
4. Create site-specific lesson plan for the project.
5. Create site-specific exercises for upload to ArcGIS Online or use in QGIS.
6. Edit/review training materials for quality and accuracy.
7. Publish digital version of training materials for public use under creative commons license.
8. Acquire ArcGIS Online 5 user subscription. This subscription allows site-specific training materials (hands-on exercises in conjunction with the training manual) to be uploaded to ArcGIS Online and also allows tribal GIS data to be uploaded for use by various tribal programs.
9. Print hard-copy versions of training materials for distribution.
10. Schedule GIS Information Event dates at ANC.
11. Schedule presentation for tribal leadership/programs.

12. Devise sustainability plan for cooperative program.

**Goal #2: To demonstrate the value of GIS in improving the quality of life by creating new land-use planning data through a project-based training program.**

### Objectives

- Utilize GeoExplorer 6000 to collect GPS points for the creation of land allotment shapefiles. This will be completed in two parts, one portion taking place as training exercise (in the month of November) and the second taking place for the completion of the data collection for the project (to be completed in March). [Responsibility: Training Coordinator, ANC Instructor; Deadline: March 2015]
- Utilize Pathfinder Office to develop data dictionaries for data features. [Responsibility: Training Coordinator, ANC Instructor; Deadline: August 22nd, 2014]
- Develop QA/QC methodology.[Responsibility: Training Coordinator, ANC Instructor; Deadline: August 22nd, 2014]
- Finalize data for use in land-planning. [Responsibility: Training Coordinator, ANC Instructor; Deadline: June 2015]

### Tasks

1. Acquire Lenovo ThinkCentre Desktop Computer and two Acer 23" widescreen monitors. This workstation has the computation power needed to support ArcGIS Desktop and will assist with the creation of the training manual. The two monitors increase the efficiency of working within the ArcGIS environment by allowing side-by-side displays of attribute tables and the data/layout view.
2. Acquire ArcGIS single user license. The ArcGIS Desktop software provides the tools needed to create maps, edit maps, and conduct spatial analysis, as well as database design and management.
3. Create data dictionary for land allotment data using Pathfinder (provided as in-kind).
4. Develop QA/QC methodology for data collection.
5. Create initial land allotment data points with GeoExplorer 6000 (provided as in-kind) and convert to shapefiles for use within GIS software.
6. Check initial data collection with QA/QC methodology.
7. Repeat tasks (3) and (4) for second round of data collection (for completion of project).

## FB-GIS PROJECT SCHEDULE

Date	Task
July 2014 - August 2014	<ul style="list-style-type: none"> <li>● Receipt of MLIA funds</li> <li>● Acquire hardware and software</li> <li>● Outline cooperative program</li> <li>● Development of commitment agreements</li> <li>● Two students recruited for the project</li> <li>● Finalize cooperative programs with all parties involved</li> <li>● Lesson plan created</li> </ul>
August 2014 - November 2014	<ul style="list-style-type: none"> <li>● Training commences</li> <li>● Creation of training materials begins</li> <li>● Data dictionaries created</li> <li>● QA/QC methodology created</li> <li>● Initial GPS data points collected</li> <li>● Initial data checked with QA/QC methodology</li> </ul>
December 2014 - March 2015	<ul style="list-style-type: none"> <li>● Training materials and exercises completed</li> <li>● Training materials printed</li> <li>● Second round of data point collection</li> <li>● Second round of data check with QA/QC methodology</li> </ul>
March 2015 - April 2015	<ul style="list-style-type: none"> <li>● Any necessary data corrections are carried out under QA/QC guidelines</li> <li>● Data points processed for use in GIS software application</li> <li>● GIS Information Event</li> </ul>
May 2015 - June 2015	<ul style="list-style-type: none"> <li>● Student projects/data creation finalized</li> <li>● Presentation for tribal leadership/programs</li> </ul>
June 2015 - July 2015	<ul style="list-style-type: none"> <li>● Project sustainability plan created and implemented</li> </ul>

## **STEP 4 – Project Management and Organizational Capability Narrative**

### **Fort Belknap Planning Department, Fort Belknap Indian Community Council (FBICC)**

The Fort Belknap Indian Reservation is the home of the Gros Ventre and Assiniboine Tribe(s) as established by an Act of Congress on May 1, 1888, and is an Indian Reorganization Act Tribe. The Fort Belknap Indian Community Council (FBICC) is recognized by the Federal Government as the official governing body of the Gros Ventre and the Assiniboine Tribe(s). The Fort Belknap Community Council (FBICC) is recognized as the official governmental entity of the Fort Belknap Indian Community. The 10-member Council, consisting of four Gros Ventre and four Assiniboine, enrolled members, are elected to serve a two-year term. Tribal financial records and fiscal affairs records are maintained by a centralized accounting system. FBICC undergoes annual audits and takes ongoing steps to improve financial condition and strengthen internal controls. We have successfully completed many grant-funded projects including a 2007 Water Treatment Plant (USDA \$1.2M); 2008 Green Houses & Gardens (USDA \$ .23M); 2009 SMART Program (USDOJ \$.3M); 2009 Indian Child Support Program (DHHS/ACF \$.5M); 2009 Tribal Youth Program (OJJDP \$.45M). Currently funded programs include 2012 Prairie Mountain Utilities (DHHS/ANA \$ .68M); 2012 Violence Against Women Project (USDOJ \$ .45M); and numerous BIA & IHS 638 contracts.

Fort Belknap Planning Department is an office of Fort Belknap's Central Administration. The department serves to identify and secure sources of funding for established and non-established Tribal services. Staff also collect and analyze data relating to local manpower, social, economic, and environmental factors. Wesley Cochran is one of FBICC's full-time planners. He uses ArcView and other GIS tools in roads and transportation planning and has been tapped to utilize GIS in mapping flooding impacts and residential home retrofits. He will serve as Manager and primary liaison for the FB-GIS project.

FBICC also has an Information Technology department that includes several young tribal members holding 2- and 4-year I.T. degrees who, along with advanced ANC Natural Resources/Environmental Services students, will be nominated to the proposed GIS internships.

### **Aaniiih Nakoda College**

Aaniiih Nakoda College (ANC), located on the Fort Belknap Indian Reservation, is a fully accredited academic institution that provides high quality post-secondary education to tribal and non-tribal members. They incorporate native culture throughout their curriculum with program offerings that are responsive to the needs of Fort Belknap residents. ANC offers a 2-year Associates of Science degree in Environmental Services and Computer Information Systems. The Environmental Services program's goal is to provide skills for entry-level employment opportunities and continuation of education in forestry, fish and wildlife management, biology, water quality, soil conservation, and range conservation. Students acquire a basic knowledge of natural resources, environmental issues and traditional cultural values. Students acquire basic and working knowledge of GIS mapping via their NRS 210-Introduction to GPS/GIS and NRS



211-Advanced GPS/GIS classes. ANC has a fully equipped computer laboratory facility that will be used for most classroom training for this project.

### **Opportunity Link, Inc. and the Vibrant Futures Regional Planning Project**

The Vibrant Futures (VF) project was launched in 2011 by Opportunity Link, Inc. (OL), a non-profit organization based in Havre that serves 11 North Central Montana counties and four tribal nations through projects that fight persistent poverty and develop equitable economic opportunity. VF is funded by a HUD Sustainable Communities Regional Planning Grant to introduce multi-jurisdictional coordination and collaboration, build capacity for regional comprehensive economic development planning, and seed key catalytic projects. VF builds on OL's history of regional engagement. OL projects include development of North Central Montana Transit and coordination of multi-jurisdictional public transit systems; collaboration with tribal colleges and MSU-Northern to host Adult Basic Education and post-secondary coursework for school-to-work job training; culturally sensitive soft-skills employment training; "green" construction demonstrations and certification courses; and alternative justice community volunteer projects.

Part of the VF project was to build an extensive dataset on North Central Montana communities from data sources that include Government (ACS, HUD, USCB, USDA); Commercial (ESRI, Community Analyst); Community (resident surveys, Community Roundtables; regional experts); Derived (data manipulated from other sources); and Primary Sources (key informant interviews, growth plan reviews, local government budgets). In addition to these indicators, VF has calculated and processed approximately 230 detailed indicator analysis for 10 categories by processing 190 GIS layers. Indicators are mapped at either township or census tract levels. Through this process, VF has identified a lack of GIS information on tribal land. Available data maps are being made available to FBICC and other VF project partners for community development and planning projects.

Barbara Stiffarm, Executive Director of OL and Project Director for Vibrant Futures, will be OL's primary liaison for the project. She will coordinate project activities with FBICC and ANC; and develop agency agreements among project partners, participating agencies and core staff to receive training. Barb will inform and connect VF consortium members and partners to training and other opportunities that will be made available through the FB-GIS project.

Michael Stone, VF Program Assistant, will be the Training Coordinator for the project. He has received training on GIS mapping and use for VF. He has been working with VF partners on using GIS maps and data to inform regional planning and community development projects. He will be providing ArcGIS hands-on training and assistance to FBICC planners and coordinating ANC GIS classes alongside instructors as part of the project. Michael will also develop evaluation tools to measure learning outcomes and document immediately applied use of ArcGIS maps.

## STEP 5 – Budget Justification Narrative and Tables

### 1. PERSONNEL

1. Project Manager: Mr. Wesley Cochran, FBICC planner, will dedicate .1FTE to oversee administration and implementation of FB-GIS. Mr. Cochran will be responsible for bi-monthly in-person meeting of project partners and submission of project activity and financial reports. Wes' time will be provided by Fort Belknap Planning Department as in-kind for the project.
2. Project Liaison ANC: To be determined. Ms. Carmen Taylor, ANC Dean of Academic Affairs will initially serve as project liaison but will designate staff from the ANC Environmental Services Department. The ANC project liaison will dedicate up to 40 hours during the project year towards overseeing ANC activities for the project. This is provided by ANC as in-kind towards the project.
3. Project Liaison OL: Ms. Barbara Stiffarm will dedicate up to 80 hours during the project year towards overseeing OL and VF activities for the project. This is provided by OL as in-kind to the project.
4. Training Coordinator: Mr. Michael Stone is VF's Program Assistant. He will be working with FBICC and ANC in mapping, training, and project coordination. Michael will dedicate .25FTE provided by OL as in-kind for the project until the end of January 2015, end of the VF project. In February to May 2015, Michael will continue with his project responsibilities at .25FTE from MLIA funds.
5. Trainees: 2 full-time staff members from FBICC Planning Department and 2 full-time staff from other FBICC departments will undergo intermediate training on and practice applications of GIS. Trainee selection will be based on staffing, dedication and long-term commitment. They will be developed as core staff trained to provide follow-up technical assistance to other GIS practitioners and light users in the region. FBICC Planning, Land and Housing Departments' staff will dedicate .1FTE for this training as in-kind for the project.
6. ANC GIS Instructor(s): Environmental Services program instructor(s) from ANC will incorporate their training in GIS and GPS in the field of Natural Resources to instruct and supervise trainees' training and use of GIS tools in community and resource mapping. Since these instructors will be training and supervising in addition to their regular responsibilities at the college, we request that each instructor be allocated an intern training and supervision stipend of \$6,000 from MLIA funds.
7. ANC student interns: Four students from the Environmental Services Department will serve as interns for the project. These students will commit to completing GIS training and data collection project. They will be interned and provided a small stipend of \$1000 each for their assistance in data collection and to provide compensation for expenses incurred during extra-curricular activities required by their participation in this project. They will be collecting mapping points in the field using GeoExplorer and GeoPathfinder and translating them in shapefiles for GIS use. Student interns will also be trained in ArcGIS online and expected to work on actual community development mapping projects. We request a total stipend

of \$4,000 for interns from MLIA funds.

#### a.1. FRINGE BENEFITS

Employee services and benefits for Project Manager, Training Coordinator, Project Liaisons, and Trainees from Fort Belknap Planning and OL will be provided as in-kind for the project. Actual costs are based on 30% of actual full-time employee salaries.

#### 2. TRAVEL

1. OL Project Liaison travel for bi-monthly meetings, coordination, estimated at \$267 for one year, is provided by OL as in-kind to the project.
2. Training Coordinator travel for field data gathering and training, estimated at \$2,309 for one year, is requested from MLIA funds. Although trainings could be carried out without travel through webinar software programs, we feel it is important to have face-to-face interaction with trainees in real time. The ability to ask questions on the spot, to be engaged in the training, and to build relationships between teacher and pupil are important for successfully training GIS users.
3. Intern travel to sites within the Fort Belknap Indian Reservation, estimated at \$1,165 for one year, is requested from MLIA funds.

#### 3. EQUIPMENT

1. Desktop computer and monitors that will be purchased for use in the project are anticipated at \$1,275. The desktop computer and two widescreen monitors provide the Training Coordinator with the necessary hardware for operating the ArcGIS Desktop software program as well as other software programs needed to create training materials.
2. Trimble GeoExplorer 6000 will be used for hands-on training in the collection of GPS data points in the field and for the collection of data for the land allotment mapping project. This is being provided as in-kind by FBICC costing \$10,695.
3. TerraSync Pathfinder Office allows the processing and conversion of GPS data from the field and will also be provided as in-kind to the project by FBICC. Equipment costs \$1,995.
4. Use of computer laboratory work stations and facilities for training – total 6 days at \$1,500 per day equivalent to \$9,000 – will be provided by ANC as in-kind.

#### 4. SUPPLIES

1. ArcGIS single use license for \$1,500 will be used by the Training Coordinator to provide training materials and to create demonstrations for use in training sessions and documents. .
2. ArcGIS Online (5-seat) for \$2,500 will be used for training and for applied community-based mapping projects by tribal departments.

#### 5. CONTRACTUAL

#### 6. OTHER (Administration Costs)

Fort Belknap Planning Department will require an administration cost of 5% for financial administration and audit costs that will be incurred by the project.

**Applicant budget summary**

Category	MLIA Share	Applicant Share	Other Share	Total
a. Personnel	\$12,560	\$22,880	\$10,000	\$45,440
a.1 Fringe Benefits	\$ 768	\$ 6,864	\$ 3,000	\$10,632
b. Travel	\$ 3,474	-	\$ 269	\$ 3,743
c. Equipment	\$ 1,450	\$12,690	\$ 9,000	\$23,140
d. Supplies	\$ 4,000	-	-	\$ 4,000
e. Contractual	-	-	-	-
f. Other	-	-	-	-
Administration 5%	\$ 1,113	-	-	-
Totals	\$23,365	\$42,434	\$22,269	\$88,067

**Project Partner budget summary (provide a separate budget summary for each partner (including subcontracts). See page 6 for a definition of a project partner.**

Category	ANC	Opportunity Link	Partner 3	Total
a. Personnel	\$ 1,200	\$ 8,800		\$10,000
a.1 Fringe Benefits	\$ 360	\$ 2,640		\$ 3,000
b. Travel	-	\$ 268		\$ 268
c. Equipment	\$ 9,000	-		\$ 9,000
d. Supplies	-	-		-
e. Contractual	-	-		-
f. Other	-	-		-
Totals	\$10,560	\$11,709		\$22,267

A detailed budget sheet in Excel is included with the application.

## **STEP 6 – Statements of Support**

Statements in support of the FB-GIS project are included with this application. These statements of support are provided by the following:

- Tribal Resolution by the Fort Belknap Indian Community Council
- Fort Belknap Planning Department
- Aaniiih Nakoda College
- Opportunity Link

## **STEP 7 – Renewable Grant Accountability Narrative**

N/A

## **STEP 8 – Sign the Application**

### **Authorizing Statement**

**I hereby certify that the information and all statements in this application are true, complete and accurate to the best of my knowledge and that the project or activity complies with all applicable state, local and federal laws and regulations.**

**I further certify that this project will comply with applicable statutory and regulatory standards.**

**I further certify that I am (by my signature) authorized to enter into a binding agreement with the Montana State Library to obtain a grant if this application receives approval.**

\_\_\_\_\_  
**Name (print or type)**

\_\_\_\_\_  
**Title (print or type)**

\_\_\_\_\_  
**Signature and Title of Authorized Representative(s) of Public Entity Applicant**

**Date** \_\_\_\_\_