APPLICATION FOR GRANT FUNDING

STEP 1 – Applicant and Partner Information

Primary Applicant (Required):
Name of principle individual: Paul Wick
Name of agency\entity: Teton County Planning office
Street: 1 Main Ave South/P.O. Box 1312
City: Choteau
County: Teton
State: Montana
Zip Code: 59422
Contact email address: noxweed@3rivers.net
Contact fax address: 406 466-2138
Contact phone: 406 466-2155
Organizational Unit (if applicable)
Department: Planning
Division:

Other Project Partners – complete for each partner (copy box as needed):
Name of contact: Ken Wall
Name of Agency: Geodata Services, Inc.
Street: P.O. Box 8081
City: Missoula
County: Missoula
State: MT
Zip Code: 59807
Contact email address: kwall@geodataservicesinc.com
Contact phone: (406) 203-4684

Other Project Partners – complete for each partner (copy box as needed):
Name of contact: Kate McMahan
Name of Agency: Applied Communications
Street: 151 Wedgewood
City: Whitefish
County: Flathead
State: MT
Zip Code: 59937
Contact email address: kate@appcom.net
Contact phone: (406) 863-9255

Other Project Partners – complete for each partner (copy box as needed):
Name of contact: Jack Conatser
Name of Agency: mayor City of Choteau

Street: PO Box 619
City: Choteau
County: Teton
State: MT
Zip Code: 59422
Contact email address: choteaumayor@3rivers.net
Contact phone: (406) 466-2510

Date Submitted (Required): 02/14/2014 Date Received by State:

Descriptive Title of Applicant's Project (Required):

GIS training for Teton County staff and publication of public web maps for local government services.

STEP 2 – Relevance and Public Benefit

Teton County has a long term plan to transition GIS work into the planning office where it will be a better fit with other services than previously combined with County Fire chief. We have invested in hardware, software and training through the use of the county's MLIA funds along with a grant from the State MLIA in 2011. Long term staff to train in GIS are now coordinated through the planning office of Teton County, serving as leader and champion of GIS. We need to spread GIS education and use to other department staff including Road, Sheriff, sanitarian, and DES. This will be accomplished by the Planning dept. We have used our local MLIA funds in the past to contract for maps such as voting precincts and hospital district. This is a stop gap approach that needs a long term solution. We are asking for state MLIA funding to leverage our local share and move towards a more sustainable, open solution for GIS work.

We want to learn best practices and get professional assistance to standardize over the next few years our locally maintained map layers, structure them based on the Esri local government data model and Montana standards. To build support for this goal, and begin now to effectively serve staff and citizens in an open and transparent way, we want to implement web based maps through ArcGIS for Organizations for staff, partners and citizen constituents to access local data, help us develop, review, edit and maintain local data.

This proposed project addresses **B2 – Local, Regional and Tribal GIS Support - B2.1 - Regional GIS consortiums that leverage a multi-jurisdictional approach to problem solving and GIS analysis can demonstrate the value of GIS to policy makers.**

We are proposing to directly collaborate weekly with 7 other small rural local governments and supporting consultants in a one year pilot to learn about and incorporate standardized GIS best practices, receive training, reciprocal peer review with our partners, and provide interactive web maps to our citizens and other local government departments.

We will have the opportunity to participate in weekly 2 hour Webex Learning Center peer-to-peer training and demonstrations to further multi-jurisdictional approaches. The policy makers attending the weekly sessions will talk with policy makers in other jurisdictions to discuss and document GIS values and receive personalized training on direct use of the tools.
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Our proposal also addresses **B2.2 - Localized GIS solutions that demonstrate the value of GIS in improving the quality of life for Montana citizens and build grass roots support for location based services.** We will publish a core group of 4 local map layers in one of the standard ArcGIS Online App templates for public use. These will include roads, structures, public infrastructure, and community anchor institutions.

We will publish editable feature services for specific public comments on these core layers, providing simple crowd sourced input from constituents.

We will publish several community map layers as editable feature classes to supplement public and commercial data records with local knowledge. Although Montana has the best GIS framework layers in the west, quality of life maps lack local knowledge. Building grass roots support for GIS is best served in our county by starting these community maps and providing opportunity for citizens to directly contribute. Quality of life maps are among the best venues to do so.

STEP 3 – Scope of Work Narrative

Scope of Work (Required) – ***Provide a detailed narrative (up to 4 pages) of the work that needs to be accomplished in order to complete a successful project. The statement must include:***

Goal A: to have a stable GIS department that can be expanded to include other county departments, schools and other organizations along with the general public.

Objective 1 Combine GIS with the Teton County planning office. This will be accomplished with training of planning staff to be the lead for Teton County.

Steps:

1. Teton County will adjust department budgets to fund a GIS dept. within in the planning office. This structure will be sustainable for the county long term.
2. The planning office will participate in weekly 2hr sessions with Geodata Services to become familiar with ArcGIS online. This will also supply interaction with other rural counties making use of GIS to help with similar challenges. This training will cover some desktop best practices and will expose us to the Esri Local Government Data model. It will take several years to fully convert our data. This year will be a learning year with limited pilot projects to begin the conversion.
3. A five seat ArcGIS for Organizations subscription, with policy makers comprising 3 of the licensed seats, and primary mapping staff comprising the other two seats is included from all collaborating partners. The policy makers we are including are road foreman, county commissioner and Sherriff.
4. We are also proposing a one year license of Community Analyst, so these policy makers can directly query demographic and economic data through overlays of local data and run pdf reports and analysis directly, without having to work through a staff member.
5. We also want to license the new web based Landscape Planner, so our planner and sanitarian can be more effective, transparent and efficient in evaluating and reporting on new developments, infrastructure, growth policies, subdivision and floodplain review to better serve our citizens

Objective 2

Objective 2: Add maintenance layer that reflects signage, culverts, bridges, cattle guards and road surface.

Steps:

1. Look at Esri Local Government Data Model and use their attributes and domains to define type and level of road maintenance

2. Road dept has collected data that could be converted to Esri Data Collector and future information could be collected using app on iPads with Fieldpapers.org paper map books as a backup.
3. Review with the road dept. and discuss what worked and what didn't and make adjustments for the final methodology
4. Set up a multi-year schedule to complete the inventory and begin to implement it
5. Publish the resulting road map for public review as a web map
6. Meet with other collaborator county road maintenance staff and explore Excel spreadsheet tools tied to the inventory for maintenance costs, snow removal, etc. – complete a proof of concept first draft spreadsheet.

Objective 3: Weed mapping pilot to document public and private weed infestations and treatments

1. We intend to set up a pilot process that can be implemented over time on public and private lands in the county. We can set up a robust system that can ultimately add this as a layer to the county system.
2. Convert the existing field forms used for weed mapping and treatment to a geodatabase model of attribute and domain selections. Build a Data Collector form for use on smartphones or tablets and a companion paper form to be incorporated into fieldpaper.org map books with half page maps and half page notes. We will test both methods, but only plan to implement the paper based fieldpapers.org maps for public use.
3. Upload the county roads layer to OpenStreetMaps, the base map source for fieldpapers.org so there is a more complete road source layer in the map books to use for mapping, along with the standard OpenStreetMap imagery.
4. Develop a common legend and how-to page to facilitate standardized notes on the map
5. Work with 7 private landowners who volunteer to test the system to inventory Spotted Knapweed and Leafy Spurge. Data was collected in the summer of 2013 concerning density, area and location of these two species on the above mentioned 7 ranches.
6. Take digital photos of the completed map books and use fieldpapers.org site to geolocate the maps.
7. Shape files have been created on these seven ranches.
8. Work closely with Sanders County and other counties to compare data collected and methodology used.
9. We would like to combine the information from public right of ways with the private land data to get a first look at this new layer.

Goal B: Increase capacity in rural Montana governments to build and maintain sustainable GIS map layers for multiple staff and public officials and the public

Objective B1: Implement ArcGIS for Organizations Subscription (1 year, 5 users)

1. We will purchase a 1 year ArcGIS for Organizations subscription and assign 3 policy level staff as licensed users and 2 mapping staff as a licensed users. We believe it is important to directly engage policy makers with this subscription to promote broader understanding and enhance leadership in developing GIS sustainability for Teton County. We will assist these policy users in learning to use Esri's toolbar for Microsoft Office Excel for access to ArcGIS Online content. Two of the WebEx Learning Center sessions will provide training for using the Excel toolbar for ArcGIS.com. We will have the road dept foreman, a commissioner and Sheriff's office dispatcher using the licensing. These users will attend a minimum of 7 of the weekly training sessions. The WebEx Learning Center allows multiple instructors and separate group discussions, so some of the training will directly target the needs of the policy makers. We also will participate in dedicated discussions with these policy users in the winter, 2015 to focus on GIS sustainability options for Teton County.
2. Participate in training to configure, set up and establish a base map set and gallery of web maps and web apps for the following map layers: We have 20 general layers that have been created through previous projects such as Ag soils, conservation easements, well locations, fire stations, schools and businesses. We plan to publish three basic web maps on rural addressing, public infrastructure and administrative boundaries. Some specific layers for public infrastructure will be roads, culverts, road signs, and bridges. Administrative boundaries will include voting districts; hospital district and school district are important layers to get accomplished. Rural addressing layer for EMS and sheriff need updating and to be more readily accessible. We have a base map for this, with approximately 25% of addresses requiring checking and potential modification. A complete update and authoritative modification is beyond the scope of this proposal, but we will post existing data for public comment in an editable web map.
3. With the assistance of Geodata Services, Inc., we will prepare and publish each official map layer in two web formats: 1) a web application formatted for browsers and mobile devices for the official data for simple public consumption; 2) An open editable feature class for public use to provide comments, suggestions and modifications on the map content and data attribution presented as an overlay on the official layer. The web application version will be targeted at the public and staff with no ArcGIS experience. The editable versions of the web map will use standard ArcGIS.com functionality, using the Esri provided JavaScript viewer. We anticipate using out of the box ArcGIS functionality, without customization. This will minimize future maintenance cost and be more sustainable over time. Web apps will be hosted on the ArcGIS servers. Web maps will initially be

published on the Teton County web site in simple multi-platform web view format, with a "View larger map" link to facilitate opening the map in the standard ArcVIS viewer in the full browser window.

4. We will also prepare and publish three quality of life starter maps for our area for community mapping. : 1) recommended routes to schools and public safety concerns; 2) recreational and public health opportunities, including Choteau and Fairfield golf courses, Teton Pass Ski runs, Freezeout lake and Blackleaf Wildlife management areas; 3) local and fresh food sources. Last, we will set up, monitor and maintain a community story map for public submissions of historic resources, unique local attractions and businesses, human interest. : The final results will be published in June, 2015 in updated community quality of life web maps and a two map web application comparison to show before and after results.
5. We will publish a local special places and stories story map, open for public contributions. We will tie stories map with the above mentioned quality of life maps and solicit stories and input from users at the specific locations.
6. We will provide Field Papers (http://field papers.org) map books in pdf format for the public for citizens and staff that do not prefer to or are unable to access the web maps, we will provide this alternative analog way to provide public input with a geographic location. The site works by providing user customizable map books using an Open Street Map base printed as PDF maps. Each page of a map book includes a QR code and control points which allows the marked up page to be georeferenced with a simple web editing tool provided to digitize the results.
7. We will publish self guided documentation on our web site prepared and provided by Geodata Services, Inc. to facilitate public use of the ArcGIS map viewer.
8. Several of the weekly WebEx Training Center sessions coordinated by Geodata Services, Inc. will go through Geodata Services ArcGIS.com lectures, tutorials and training materials in train-the-trainer sessions. Subsequently, we will provide 3 training local sessions for local staff and the public to introduce the public to the web mapping and facilitate learning and contributions. A side benefit of this is that one of the best ways to become a very competent user is to teach it to others. Local training sessions will be conducted by our staff. These will be conducted in the annex of the courthouse both am and pm sessions.

Objective B2: Implement Community Analyst and Landscape Planner Subscriptions (1 year, 5 users)

These two specialized ArcGIS tools are specifically targeted at different core functions in our government operations. For a small additional fee on top of our ArcGIS for Organization these tools were designed for policy makers and staff with little or no GIS experience. These will assist us in saving consulting and staffing fees by directly putting GIS solution tools in our staff toolboxes.

For the first, Community Analyst, we will assign 4 policy level staff as licensed users and 1 mapping staff as a licensed user.

This tool will give us immediate access to thousands of demographic, Census, health, crime, and business variables to formulate better policy decisions customized to our location. We will run custom comparison reports to determine where to best allocate resources for greatest community impact and use it for grant funding based on population need We will attend the collaborative's WebEx Learning Center sessions related to Community Analyst, census data, demographic and economic data tools, data, and analysis and encourage our staff to use it to review our annual public health and emergency response plans and in preparing a grant proposals between July, 2014 -

We will prepare a workgroup report and white paper with other local governments in the collaborative documenting how we applied the tool, its usefulness and applications. We will prepare a collaborative group story map of our results to accompany the white paper.

The second turn-key web application is Landscape Planner, a new Esri web tool to directly assist non GIS experienced planners, sanitarians, floodplain administrators, DES coordinators and economic development officials to derive, and evaluate alternative scenarios for local land use and measure the results. We will apply this to at least one subdivision review and to an economic development project proposal. Planning office will be directly involved in this exercise. During two of the WebEx Learning Center weekly sessions we will participate with our partners in a regional planning exercise with this tool, working directly with our partners to look at the broader geographic region around us and how we partner and operate n a broader geographic context.

We will use Landscape Planner to access the potential of two new businesses North of Choteau that could employ 100 plus people in industrial fabrication. If these businesses were to reach capacity housing would be impacted significantly as well as many other services.

Objective B3: Participate in weekly 2 hour WebEx Learning Center Training and Peer-to-Peer Discussion Sessions and contribute to the collaborative Basecamp wiki site.

1. Geodata Services, Inc. and Applied Communications LLC will, organize, host, maintain and facilitate weekly two hour WebEx Learning Center training and peer-to-peer sessions. These sessions will include formal instructor led training, discussions with the entire group and small group discussions and training. The technology provides the ability to host multiple instructors at the same time, or multiple discussions. A portion of the sessions will utilize this ability to split the group up by topical categories. The following list of topics will be covered:

- Basic introduction to GIS
- Using the ArcGIS map viewer (3 sessions)
- Using Esri Microsoft Office Toolbar for Excel and PowerPoint
- Basics of map projections and coordinate systems
- Introduction to ArcGIS modelbuilder
- Making map documents
- Building map books with data driven pages
- Basics of map labels and annotation
- Basic map editing with ArcGIS desktop
- Use of the Esri Local Government geodatabase model
- Documenting map information and preparing and editing metadata
- Administering ArcGIS for Organization accounts
- Community Analyst
- Landscape Analyst
- Use Esri base maps and published maps
- Using tables of attributes in web maps
- Filtering data in Esri web maps
- Creating and editing feature service layers
- Create a map
- Create applications from map services
- Using the ArcGIS.com viewer
- Configuring pop-ups
- Adding features from a map application
- Using and managing feature templates
- Sharing maps and map applications with groups and inside your organization
- Sharing maps with the public
- Exploring story maps
- Create your own story map
- Using Esri metrics for tracking and reporting credit and usage statistics
- Embedding maps in a website and other sharing options
- Montana GIS data
- Fieldpapers.org
- Open source GIS and Quantum GIS (QGIS)
- Creating and publishing tile map services
- Publishing hosted feature layers
- Mobile mapping applications on smartphones and tablets
- Using the mobile Collector App
- Leveraging existing standardized web services
- Using Montana framework layer web services in your local web maps
- Configuring your organizational account and website
- Managing users in hour organizational account
- Managing and tracking resources in your organizational account

- Joining a group and inviting others to join your group
- Using public accounts
- Basics of the Esri Microsoft Office toolbar
- Geocoding with ArcGIS.com and Excel
- Geospatial analysis in the Esri Excel toolbar
- Geospatial analysis in the ArcGIS.com web viewer
- Publishing Montana quality of life webmaps
- Esri City Engine demonstration
- Weed mapping application
- Road maintenance application
- Web maps for evaluating septic systems
- DES applications for web maps
- Crowdsourcing with Esri Web Maps

2. Geodata Services, Inc. will organize, host and maintain a Basecamp wiki site for group collaboration.

Geodata Services will provide training for the group on using the wiki site and its functions. It will be used to supplement the WebEx learning center for group discussions, maintaining task management and to do lists, a group calendar, and distribution of training materials and storage of collaborative document.

An archive of the site's content will be downloaded and provided to each participating partner at the end of the grant period.

Calendar of Tasks and Milestones

July 1, 2014 – June 31, 2015 – Weekly 2 hour training and discussion sessions via WebEx learning Center (except for Thanksgiving and Christmas weeks)

July 1, 2014 – June 31, 2015 – Run initial Community Analyst reports on basic demographic and economic parameters for public posting in courthouse and to distribute to staff. Map queries and reports for grant applications and reports (ongoing) Teton County will be using Community Analyst and landscape planner to consider impacts of two industrial fabrication plants that could employ 100 people each at full capacity. Housing, public services and traffic patterns would be the initial impacts to try and get a gage on.

July, 2014 –3 day instructor led training session in ArcGIS desktop and workflows, the ArcGIS II Esri certified training

July, 2014 – Purchase 5 seat license annual subscriptions for Organizational subscription for ArcGIS.com along with Esri Community Analyst and Landscape Planner

August, 2014- Set up and configure ArcGIS for Organizations and Esri toolbar for Microsoft Office

August, 2014- Set up and configure ArcGIS for Organizations and Esri toolbar for Microsoft Office

August, 2014- Make local quality of life apps and initial editable map feature services public and issue a press release and encourage local news coverage. Also prepare and publish requests for story map content (photo, text, URL) to be submitted digitally or at the courthouse.

September, 2014- Quarterly report on 1st quarter training and operational accomplishments and ArcGIS.com usage statistics

October, 2014- Publish initial county story map application of local businesses, county services, historic data and special places

December, 2014- Publish local infrastructure web apps and editable comment maps for public use and comments.

December, 2014- Quarterly report on 2nd quarter training and operational accomplishments and ArcGIS.com usage statistics

March, 2015- Quarterly report on 3rdt quarter training and operational accomplishments and ArcGIS.com usage statistics

May, 2015 – Complete weed mapping and road maintenance pilots

June, 2015- Publish final county story map update and final updates on public facing services and quality of life maps.

June, 2015- Quarterly report on 4th quarter training and operational accomplishments and ArcGIS.com usage statistics

STEP 4 – Project Management and Organizational Capability Narrative

Paul Wick, planner and new GIS lead in Teton County. Paul has been the Weed District coordinator for Teton County for 15 years and has been using other GIS software to compile data for known infestations of invasive species and the treatment of these plants. He has used ArcGIS desktop and Arc Explorer for the past 5 years. Having established a successful Weed District Paul will move into the Planning office full time. Duties will include GIS, rural addressing, and subdivision review along with floodplain administrator. As with a successful Weed District, having a knowledgeable work group that can "fish for themselves" is always better than attempting to supply them all with fish on a daily basis.
Paul has been the part time planner for Teton County for 10 years. This has primarily involved subdivision review. Involvement of the public has been crucial for such projects as Growth Policy and Development permit regulations. This experience will help in the goals of this grant and future GIS projects.

Geodata Services, Inc.

Geodata Services, Inc. specializes in GIS services for landscape, regional and community planning, and demographic and socioeconomic analysis. Geodata Services has been the prime contractor on three successful MLIAC funded projects in the past 3 years. Ken Wall, president, served on the MLIAC council for the last 6 years. For 21 years Geodata has provided training and services in GIS including, spatial analysis, image analysis, database development, collaborative GIS, suitability modeling, and 3D scenario visualizations. Geodata has been an Esri business partner for 14 years, with awards including New Partner of the Year and Foundation Partner of the Year and is also a business partner with Placeways LLC. Geodata staff has more than 60 years of combined experience with GIS. The two primary staff who will provide training, consulting and support will be Ken Wall and Kyle Balke. Ken Wall has 24 years of experience in GIS experience, founder and president of Geodata Services, Inc. since 1993. He served as a senior analyst for GIS projects throughout the US, Canada, and Australia. For the past several years he has specialized in community mapping and planning. Geodata Services has been a business partner with ESRI and was awarded new partner of the year in 2000, and founding partner of the year in 2008. Mr. Wall served as an instructor on more than 50 short courses and training sessions in GIS. Ken Wall has earned certification as an Esri Desktop Associate and Authorized ArcGIS instructor, and is a CompTIA CTT+ Certified technical trainer. Mr. Wall is also a certified Gold Level CommunityViz consultant. Kyle Balke has 11 years of applied GIS experience in planning, engineering fields. He has worked as a GIS analyst for firms in Wisconsin and Montana. His professional experience includes GIS data maintenance and editing, project development, CAD and GIS integration, geodatabase design, spatial and statistical analysis, cartography, 3-D modeling, rendering, and digitizing. He has extensive expertise with the full suite of ESRI GIS programs and modules, including ArcMap, Business Analyst, and Spatial Analyst.

Applied Communications, LLC

Applied Communications is located in Whitefish, MT and has extensive experience providing consulting services to private and public clients in Montana. AppCom has been involved in the development of 14 different Growth Policies throughout the state. The team has worked for small towns, rural counties, and urban areas. In addition to the Growth Policy, principals of the firm have been involved in all aspects of long range planning from completing countywide parks master plans, planning for recreational trails, housing assessments and drafting development regulations. The firm understands how the Growth Policy should be integrated with these other planning processes and has thorough knowledge of the requirements of the MCA code. Applied Communications has completed 14 Growth Policies throughout Montana and understands what data is necessary to provide a foundation for developing goals and policies as well as provide the basis for future regulation.

STEP 5 – Budget Justification Narrative and Tables

There are two primary components to our budget proposal, the fixed cost components required to participate in the group collaboration, and the specific hardware, software and consulting services to accomplish adopting and applying GIS best practices to our unique local government needs.

The fixed cost that each partner in this collaborative will be including have the following components:

A. **1 Year Organizational Subscription for ArcGIS.COM ($2,500 for 5 seat license) –** The lowest level subscription (5 users) is adequate for a local government of our size, and Esri has done extensive testing in the number of credits required for this size of license. The collaboration coordinator, Geodata Services, Inc. has extensive experience with these organizational subscriptions and will advise us on best practices to ensure we stay within these limits. For use of the Esri Excel toolbar, we already license Microsoft Office 2010 which is required for the application. Geodata Services WebEx Training will provide instruction in setting up and maintaining the organizational account so the local government will be self sufficient after the pilot year.
B. **1 Year Community Analyst Subscription ($500 add on to the Organizational subscription for 5 seat license) –** This is a standalone product and our basic organizational subscription would allow us to run up to 100 reports in PDF or Excel format. We anticipate this is adequate for our needs. We intend to use the local smart map and coded map functions interactively, and these do not consume Esri credits. Geodata Services, Inc. will provide best practices in use and application.
C. **1 Year Landscape Planning Subscription ($500 add on to the Organizational subscription for 5 seat license) –** This is a standalone product that uses minimal subscription credits. that our basic organizational subscription can handle with no difficulties. Geodata Services, Inc. will provide best practices in use and application.
D. **WebEx Learning Center and Weekly Training. ($9,852.00) –** This is a fixed cost for a 30 seat license of the WebEx Learning Center and the associated telephone cost for 30 participant phone line connections for 2 hour sessions each week for one year. The Learning Center version of WebEx adds the ability to work as a large group or alternate in individual “virtual rooms” each with its own whiteboard, desktop sharing capability and dedicated audio connection (thus the need to use WebEx telephony capabilities instead of alternative sources which can be free in some instances). One or more instructors can work one-on-one with participants and/or in small groups. The WebEx subscription totals $$2,400 for a one year subscription and telephone charges are 6 cents per minute per participant. Our 2 hour a week program will total @@ minutes equaling $@@. These direct costs are divided equally among each partner in the collaboration resulting in th4 per partner costs of $@@. Geodata Services, Inc will purchase

these services and process purchase orders from each partner. The number of phone and internet connections allowed per partner in any given session will be @@. In some instances partners may chose to have multiple individuals participate in a conference room with speaker phones, which would allow them to increase the participation for selected sessions. Training and discussion facilitation is built into the total fee listed above per partner. These will be conducted and coordinated by Geodata Services, Inc. with assistance from Applied Communications. Geodata will also arrange guest lecturers when the topic is appropriate. Examples will include metadata training with the assistance of the Montana State Library, and presentations by Esri specialists. Our Clerk and Recorder has confirmed the ability to process a purchase order for WebEx Learning Center and Training package.

In addition to the fixed cost we have included the following items:

We have included additional contract expenses for 6 hours of consulting for rural addressing updates and $2,000 for a 3 day course in ArcGIS desktop.
We have also included $550 for purchase of an ipad or iphone for field work and easy transfer of this collected data.

Applicant budget summary

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Category	MLIA Share	Applicant Share	Other Share	Total
a. Personnel				
a.1 Fringe Benefits				
b. Travel				
c. Equipment	$500	$50		
d. Supplies (Software)	$3,200	$300		
e. Contractual	$2,250	$200		
f. Other (Training)	$8,902	$950		
Totals	$14,852	$1500		

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

Category	Partner 1	Partner 2	Partner 3	Total
a. Personnel				
a.1 Fringe Benefits				
b. Travel				
c. Equipment				
d. Supplies				
e. Contractual				
f. Other				
Totals				

In this section applications will be evaluated on how well the proposal demonstrates that the project can be completed within the proposed budget, fully justifies all project expenditures, and explains long term funding plans. (100 points total weighted as 20% of the score).

STEP 6 – Statements of Support

Statements of support must be included from any party listed as a project partner (see page six for the definition of a project partner). DO NOT include other statements of support as they will not be evaluated.

If the proposal proposes to support a particular MSDI framework layer(s), applicant must include a letter of support from the framework steward(s). See mandatory criteria # 3.

STEP 7 – Renewable Grant Accountability Narrative

If the applicant received a FY2014 MLIA Grant for the same project or purpose, applicant must file a report documenting the progress made toward meeting the requirements of that grant. The report must include a status report on all tasks or deliverables included in the grant.

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.

___Paul F Wick_____
Name (print or type)

Planner and District Weed Coordinator
_____
Title (print or type

_____Paul F Wick/Planner_____

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

Date_____02/14/2014_____