



## Application

### 93274 - FY2021 Montana Land Information Act Grant Application - Final Application

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93565 - Liberty County, MT E9-1-1 GIS Update Project  
MSL Montana Land Information Act Grant

<b>Status:</b>	Submitted	<b>Original Submitted Date:</b>	02/18/2020 1:39 PM	<b>Submitted By:</b>	James Ghekiere
		<b>Last Submitted Date:</b>	02/25/2020 1:50 PM	<b>Last Submitted By:</b>	James Ghekiere

### Applicant Information

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#### Primary Contact:

**Name:\*** Mr. James Ghekiere  
Salutation First Name Middle Name Last Name

**Title:**

**Email:\*** weed@libertycountymt.gov

**Alternate Email**

**Address:\*** PO Box 451

**\* City State/Province Postal Code/Zip**  
 Chester Montana 59522

**Phone:\*** 406-759-5673  
Phone #####-#### Ext.

**Alternate Phone**

**Fax:** 406-759-5395

**Comments:** DO NOT MERGE - MDA NWTF

#### Organization Information

**Name:\*** Liberty County 911

**Organization Type:** County Government

**Organization Website:**

**Address:\*** PO Box 451

**\* City State/Province Postal Code/Zip**  
 Chester Montana 59522

**Phone:\*** 406-759-5673

**Ext.**

**Alternate Phone**

**Fax:**

**Email address**

**Alternate Email**

**Comments:**

### Applicant Organization and Contact Information

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**Type of Governmental Entity:\*** Any department, agency, board, commission, or other division of state government

**Name of Agency/Entity:\*** Liberty County

**Department:\*** 9-1-1

**Division/Section (if applicable):**

**Mailing Address:\*** PO Box 451

**City:\*** Chester

**County:\*** Liberty

**Zip Code:\*** 59522

**Organization's Main Phone Number:\*** 406-756-5673

**Organization's Fax Number:**

### Primary Point of Contact

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**Salutation:\*** Mr.

**Contact Name:\*** Jim Ghekiere

**Contact Title:\*** 9-1-1 Coordinator

**What is the contact's defined role in the proposed project:\*** Project Manager  
Max 250 characters

*Before completing the MLIA Grant application, the designated point of contact must read and understand the fiscal year 2021 Montana Land Information Act Grant Packet in its entirety.*

**Has the primary point of contact read the fiscal year 2021 Montana Land Information Act Grant Packet in its entirety?\*** Yes

### Authorization Letter

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**Please attached signed authorization letter here as a PDF document:\*** MLIA 2021 Grant Autorization Letter - Signed.pdf

### Proposal Information

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*The applicant must identify one grant priority that the proposed project will address.*

**Identified Grant Priority:\*** 1.1. Develop GIS Information to Support Next Generation 9-1-1

*Please indicate whether or not the proposed grant is part of a multi-year proposal. If it is, please identify the intended total number of years for the project and the current year of the project. After clicking "yes" below, you will see text boxes appear in which you can enter the required information about the multi-year project.*

**Multi-Year Proposal:\*** No

*Please list the person(s) who prepared this grant application.*

**Proposal Prepared By:\*** Mindy Cochran

**Executive Summary:\***

*Please provide an executive summary of the proposed project.*

*There is a 3,000-character limit for the executive summary.*

Liberty County is located in the northern-central part of Montana, abutting the Canadian province of Alberta. The county has a total area of 1,447 square miles. Communities in Liberty County include the towns of Chester (which is the county seat), Joplin, and Lothair, as well as the Eagle Creek, Riverview and Sage Creek Hutterite Colonies. With a population of only 2,430 (according to the 2018 Census), Liberty County is one of Montana's lesser populated counties.

GIS data for the roads in Liberty County were developed via GPS in 2005. Liberty County's 911 Coordinator also serves as the Weed Department Coordinator and Planning Director for Liberty County. Due to Liberty County's small size and consequently extremely limited budget, as well as limited staff, it has been challenging to find time or technical expertise to keep 911 data up-to-date. Therefore, no updates have been made to the GIS data nor the Master Street Address Guide (MSAG) since its initial inception in 2005.

Updating GIS data and the MSAG is critical for the County 9-1-1 system to assist in efficient and effective response to emergencies, which can mean the difference between life and death for a victim. For that reason, Liberty County is applying for MLIA funding to hire a consultant to update the County's GIS road and address data and MSAG.

## Relevance

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### Relevance to the FY2021 Montana Land Information Plan:\*

*In this section, please:*

1.) Describe how the proposal meets the purpose of the Montana Land Information Act: to develop a standardized, sustainable method to collect, maintain, and disseminate information; and

2.) Clearly demonstrate how the proposal meets the defined FY2021 Montana Land Information Plan Priority.

*There is a 3,000-character limit for the relevance narrative.*

Liberty County urgently needs to update their GIS data and maps so that the county dispatch center can accurately direct ambulances and fire trucks to the scene of an emergency. Since it has been nearly 15 years since the last data update, Liberty County needs to audit their GIS data for roads and addresses, as well as the Master Street Address Guide (MSAG) for currency, and update all records as necessary. It is Liberty County's intent to continue the use of geocoded addresses, but it is imperative this data be updated with new address records along with any new roads.

Since the purpose of the Montana Land Information Act is to develop a standardized, sustainable method to collect, maintain, and disseminate information in digital formats about the natural and artificial land characteristics of Montana, this project to update the road and address data is well-suited to the intent of the Montana Land Information Act. After data is updated, the information will be disseminated to Liberty County's 9-1-1 Center and the Montana State Library for inclusion in the MSDI Transportation and Structures & Addresses themes.

Additionally, this project meets the priorities of the FY2021 Montana Land Information Plan, since the plan clearly identifies developing GIS information such as addresses and road centerlines to support Next Generation 9-1-1 as a top tier priority. Addresses and road centerlines created through this project will be NENA compliant and meet requirements for integration into the MSDI Transportation theme.

## Public Benefit

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### Public Benefit:\*

*In this section, please describe why and demonstrate how the grant project will:*

1.) Benefit a specific MSDI theme;

2.) Enhance the land information needs of multiple agencies or jurisdictions; and

3.) Benefit the citizens of Montana.

*There is a 3,000-character limit for the public benefit narrative.*

This project will benefit the MSDI Transportation and Structures & Addresses themes by updating data which has not been updated in nearly 15 years. Audits will be conducted to find roads and addresses missing from the current MSDI themes and updates will be made according to the results of the audits. When features (roads or addresses) are updated through this project, the attributes needed for integration into the MSDI framework will also be updated.

This project will additionally enhance services from the Liberty County 9-1-1 Center by updating their transportation network with complete, consistent, high quality GIS data for use with NG9-1-1. Data updated via this project will also be shared with the Liberty County Road Department for infrastructure management.

Citizens of Montana (specifically Liberty County, Montana) will benefit from this project by updating the transportation framework used to route emergency responders to 911 calls which will help ensure public safety and could mean the difference between life and death for a victim. Communities in Liberty County benefitting include the towns of Chester (which is the county seat), Joplin, and Lothair as well as the Eagle Creek, Riverview and Sage Creek Hutterite Colonies.

## Primary Project Manager Contact Information

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**Salutation:\*** Mr.  
**Name:\*** Jim Ghekier  
**Title:\*** 9-1-1 Coordinator  
**Email Address:\*** weed@libertycountymt.gov

Phone Number:\* 406-756-5673

## Secondary Project Manager Contact Information

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Salutation:\* Mrs.  
 Name:\* Maureen Wicks  
 Title:\* County Commissioner Chairperson  
 Email Address:\* mwicks@libertycountymt.gov  
 Phone Number:\* 406-756-4848

## Organizational Capability

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### Organizational Capability:\*

*There is a 4,000-character limit for the organizational capability narrative.*

The Liberty County 9-1-1 department, under the direction of County 9-1-1 Coordinator Jim Ghekiere, will oversee the implementation of all phases of this project. Jim was raised on a small dairy farm near Conrad, Montana, where he was actively involved in FFA, serving two years as an officer, and achieved the degree of State Farmer in 1978. Following high school, Jim worked as the parts manager at Tiber Tractor Company, a farm implement dealer, for 16 years.

Jim took a position as Liberty County's Noxious Weed Coordinator in May of 1994. He has served on the Montana Weed Control Association's board of directors, holding many positions, including Triangle Area Representative, Coordinator Support Chairman, and Vice-President, serving through the Presidency from 2006 to 2009. He was appointed as the County Weed Districts' Representative on the Montana Noxious Weed Summit Advisory Council, being appointed by Governor Marc Racicot in 1998, serving in that position through 2014. In February 2012, Jim was hired as Weed Coordinator in neighboring Toole County, where he now serves in that position for both Liberty and Toole counties.

In addition to his duties as Weed Coordinator, Jim took on the title of 9-1-1 and Rural Addressing Coordinator for Liberty County in 2002. With this position came the responsibility to ensure efficient 9-1-1 call taking and accurate addressing data associated with these calls in the event of any emergency. Jim has written and managed all homeland security grants for Liberty County to improve communications and emergency preparedness for all emergency response agencies in the county. In all, over \$500,000 in grant funding was awarded to Liberty County from 2004-2010 through grants written and managed by Jim.

Jim serves on the Chester Volunteer Fire Department where he has been a member for over 30 years. He currently holds the office of Secretary/Treasurer for the department. His responsibilities at the Fire Department include reporting on fires as well as applying and managing grants for the department and other county emergency services.

In addition to Jim and the Liberty County 9-1-1 Department, the Liberty County Commissioners Office will provide project management support for this project as needed. The commissioner chosen to assist with project management is Maureen Wicks, who has served as Liberty County Commissioner since 2016. Maureen represents District Two of Liberty County. Maureen was born and raised in Havre and graduated with honors from Montana State University. Maureen taught in the Bozeman Public Schools, Havre High School and at CJI schools in Chester. She has been involved in farming for over 35 years and continues to be active in the family farming operation south of Chester. A member of Women Involved in Agriculture, she was the first woman elected to the Liberty County FSA and served on that board for over a decade, until being elected to her current position as a Liberty County Commissioner in 2016.

## Project Management

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### Project Management:\*

*There is a 10,000-character limit for the project management narrative.*

Project Manager Jim Ghekiere has served as the 9-1-1 Coordinator for Liberty County since 2002. During that time, he has become intimately familiar with the GIS needs of the 9-1-1 Center. For this project, Jim will be working closely with the consultant to identify new roads, transfer updated files to the 911 Center, and employ ArcGIS Pro reverse geocoding tools for future address assignments. In addition to the GIS tasks, Jim will be monitoring the project timeline and preparing and submitting quarterly reports. Jim will oversee that metadata is completed and that the road and address data are disseminated to the Montana State Library and MSDI Transportation and Structures & Addresses theme lead Michael Fashoway.

To demonstrate past record of performance, please find a list of grants awarded and successfully managed by Jim Ghekiere listed below.

Granting Agency	Grant Title	Year	Grant Number	Project Cost	Total Amount
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					Awarded	
National Center for Appropriate Technology (NCAT)	Sun4Communities Solar Electric Project	2000	N/A	\$ 13,875	\$ 13,875	
Federal Emergency Management Assn. (FEMA)	Homeland Security Emergency Preparedness Grant 2003	2004	N/A	\$ 74,383	\$ 74,383	
Federal Emergency Management Assn. (FEMA)	Homeland Security Emergency Preparedness Grant 2004	2003	N/A	\$ 62,581	\$ 62,581	
Federal Emergency Management Assn. (FEMA)	Assistance To Firefighters Grant	2003	EMW-2003-FG-13742	\$ 77,830	\$ 70,047	
Federal Emergency Management Assn. (FEMA)	Fire Prevention & Safety Grant	2003	EMW-2003-FP-03049	\$ 14,550	\$ 12,923	
Federal Emergency Management Assn. (FEMA)	Assistance To Firefighters Grant	2004	EMW-2004-FG-20704	\$ 48,995	\$ 44,096	
Federal Emergency Management Assn. (FEMA)	Assistance To Firefighters Grant	2005	EMW-2005-FG-08668	\$ 27,370	\$ 24,966	
Federal Emergency Management Assn. (FEMA)	Assistance To Firefighters Grant	2007	EMW-2007-F0-10122	\$ 136,725	\$ 129,825	
Montana DNRC Fire	Volunteer Fire Assistance Grants	2000	00-26-00	\$ 1,278	\$ 650	
Montana DNRC Fire	Volunteer Fire Assistance Grants	2003	04-26-00	\$ 17,297	\$ 15,567	
Montana DNRC Fire	Volunteer Fire Assistance Grants	2004	05-26-00	\$ 14,444	\$ 13,000	
Montana DNRC Fire	Volunteer Fire Assistance Grants	2005	05-26-00	\$ 13,202	\$ 11,590	
Montana DNRC Fire	Volunteer Fire Assistance Grants	2006	06-26-00	\$ 6,540	\$ 5,886	
Montana DNRC Fire	Volunteer Fire Assistance Grants - Supplemental Funding	2007	07-26-00	\$ 2,300	\$ 2,000	
Montana DNRC Fire	Volunteer Fire Assistance Grants	2007	07-26-00	\$ 7,733	\$ 6,960	
Montana DNRC Fire	Volunteer Fire Assistance Grants	2008	09-260	\$ 10,556	\$ 9,500	
Montana DNRC Fire	Volunteer Fire Assistance Grants	2009	10-260	\$ 17,720	\$ 15,950	
Montana DNRC Fire	Volunteer Fire Assistance Grants	2010	10-260	\$ 20,871	\$ 18,784	
Montana Noxious Weed Trust Fund	Liberty Co. Special Grant - 1995	1995	95-021	\$ 5,000	\$ 5,000	
Montana Noxious Weed Trust Fund	McTosh Coulee	1995	95-091	\$ 18,908	\$ 9,454	
Montana Noxious Weed Trust Fund	Liberty Co. Special Grant - 1996	1996	96-023	\$ 5,000	\$ 5,000	
Montana Noxious Weed Trust Fund	Liberty Co. Special Grant - 1997	1997	97-011	\$ 5,000	\$ 5,000	
Montana Noxious Weed Trust Fund	Liberty Co. Special Grant - 1998	1995	98-025	\$ 5,000	\$ 5,000	
Montana Noxious Weed Trust Fund	Weed Board Training - Round II	1998	98-101	\$ 16,000	\$ 8,000	
Montana Noxious Weed Trust Fund	Liberty Co. Special Grant - 1999	1999	99-021	\$ 5,000	\$ 5,000	
Montana Noxious Weed Trust Fund	Liberty Co. Special Grant - 2000	2000	00-026	\$ 5,000	\$ 5,000	
Montana Noxious Weed Trust Fund	Weed Board Workshops	2000	00-156	\$ 10,000	\$ 5,000	
Montana Noxious Weed Trust Fund	Liberty Co. Special Grant - 2001	2001	01-026	\$ 6,200	\$ 6,200	
Montana Noxious Weed Trust Fund	Liberty Co. Special Grant - 2002	2002	02-026	\$ 6,200	\$ 6,200	
Montana Noxious Weed Trust Fund	Little Sage Creek	2002	2002-109	\$ 26,514	\$ 10,271	
Montana Noxious Weed Trust Fund	Liberty Co. Special Grant - 2003	2003	2003-526	\$ 6,200	\$ 6,200	

Montana Noxious Weed Trust Fund	Little Sage Creek II	2004	2004-009	\$ 23,590	\$ 8,670
Montana Noxious Weed Trust Fund	Liberty Co. Special Grant - 2004	2004	2004-526	\$ 6,200	\$ 6,200
Montana Noxious Weed Trust Fund	Liberty Co. Special Grant - 2005	2005	2005-526	\$ 6,200	\$ 6,200
Montana Noxious Weed Trust Fund	Little Sage Creek	2005	2005-805	\$ 18,500	\$ 8,170
Montana Noxious Weed Trust Fund	Pondera Creek	2005	05-8572-0917	\$ 10,350	\$ 3,875
Montana Noxious Weed Trust Fund	Marias Valley Weed Control Project	2006	2006-051	\$ 118,750	\$ 59,375
Montana Noxious Weed Trust Fund	Liberty Co. Special Grant - 2007	2007	2007-526	\$ 24,800	\$ 6,200
Montana Noxious Weed Trust Fund	Liberty Co. Special Grant - 2008	2008	2008-526	\$ 35,000	\$ 6,200
Montana Noxious Weed Trust Fund	Sweet Grass Hills Weed Mgmt. Project	2007	2007-018	\$ 51,060	\$ 25,530
Montana Noxious Weed Trust Fund	Marias Valley Weed Control Project	2008	2008-029	\$ 43,094	\$ 21,547
Montana Noxious Weed Trust Fund	Liberty Co. Special Grant - 2009	2009	2009-526	\$ 22,500	\$ 7,500
Montana Noxious Weed Trust Fund	Sweet Grass Hills Weed Mgmt. Project	2009	2009-037	\$ 48,160	\$ 24,080
Montana Noxious Weed Trust Fund	Marias Valley Weed Control Project	2009	2009-038	\$ 72,506	\$ 27,003
Montana Noxious Weed Trust Fund	Liberty Co. Special Grant - 2010	2010	2010-526	\$ 8,199	\$ 7,500
Montana Noxious Weed Trust Fund	Marias Valley Weed Control Project	2010	2010-048	\$ 75,840	\$ 29,540
Montana Noxious Weed Trust Fund	Sweet Grass Hills Weed Mgmt. Project	2010	2010-049	\$ 45,000	\$ 22,500
Montana Noxious Weed Trust Fund	Liberty Co. Special Grant - 2011	2011	2011-526	\$ 8,942	\$ 7,500
Montana Noxious Weed Trust Fund	Sweet Grass Hills Weed Mgmt. Project	2011	N/A	\$ 45,876	\$ 22,938
MSU - Bozeman LRES	Sweet Grass Hills WPA	2000	425294	\$ 17,400	\$ 17,400
MSU - Bozeman LRES	Sweet Grass Hills WPA	2000	4W0378	\$ 10,800	\$ 10,800
National Fish & Wildlife Foundation	Lake Elwell/Marias River	1998	98-082-011	\$ 40,000	\$ 20,000
National Fish & Wildlife Foundation	Lake Elwell/Marias River	1999	99-098-019	\$ 53,000	\$ 26,500
National Fish & Wildlife Foundation	Lake Elwell/Marias River	2000	00-002-011	\$ 60,000	\$ 20,000
National Fish & Wildlife Foundation	Lake Elwell/Marias River	2001	2001-0028-0022	\$ 62,600	\$ 20,000
National Fish & Wildlife Foundation	Lake Elwell/Marias River	2002	2002-0004-0018	\$ 60,000	\$ 20,000
<b>Total Grants Awarded &amp; Managed since 1995</b>				<b>\$ 1,656,639</b>	<b>\$ 1,049,136</b>

The consultant selected to oversee this project is Mindy Cochran of WGM Group. WGM Group is a comprehensive planning and design firm with licensed professionals in engineering, surveying, water resources, planning and landscape architecture. WGM Group has 16 users in their GIS sector. With offices in Kalispell, Missoula, Bozeman and Hamilton, MT, a sophisticated Skype system allows the WGM GIS team to work closely together on technical matters and quality control. Mindy joined the WGM team in 2018. Prior to that, she worked for 16 years with the Flathead County GIS Department, 11 of those years serving as the GIS Program Manager. Mindy is experienced with managing all aspects of local government GIS programs, from overseeing the creation and maintenance of a county wide GIS map data library, to organizing, directing and reviewing staff work assignments and activities, to developing and documenting business processes. Mindy has a passion for being on the leading edge of technology. As an integral part of the launch of Flathead County's E9-1-1 program back in 2008 through data entry for Flathead County E9-1-1 until 2018, Mindy is intimately familiar with E9-1-1 systems and their data requirements. Mindy is also well acquainted with writing metadata and publishing data with the Montana GIS data portal.

## Contractual Services

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Does the applicant intend to hire a consultant to perform work on the proposed project?\* Yes

Name of consultant company/organization: WGM Group

Primary contact at company/organization: Mindy Cochran

## Invoicing Methodology

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Please Attach Sample Invoicing Documents:\* MLIA\_2021\_LibertyCounty9-1-1\_SampleInvoice.pdf

## Scope of Work

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### Scope of Work:\*

Please observe the following requirements and guidelines for completing the scope of work narrative:

#### Formatting, Writing, and Mandatory Form Requirements for this Section:

1. Refer to all hired or potential consultants/contractors as "consultant." Do not use individual or company names, e.g., Raster & Vector GIS Firm.
2. The following format is required for labeling goals, objectives, and tasks:
  - a. All goals must be numbered, e.g.: Goal 1: Improve GIS for County XYZ.
  - b. All objectives must be numbered in order and include their overarching goal, e.g., Objective 1.1: Complete an MLIA Grant Application.
  - c. All tasks must be numbered in order and include their overarching goal and objective, e.g., Task 1.1.1: Create a Web Grants User Profile.
3. Collecting Survey Control – Applicant must submit the "MLIA Proposed Survey Control Point Collection" form, provided in the MLIA Grant Application Packet, to identify the proposed collection.
4. The applicant is required to submit the "MLIA Grant Project Timeline." Please use the template provided below to complete the timeline.

**Goals and Objectives** – List the project goal or goals and objectives. Goals are separate and distinct from objectives. Project goals should be broad and provide a general statement of the project purpose. Each goal should have at least one measurable objective. Each objective should describe a specific outcome of the project and when this outcome will be achieved.

**Tasks** – Tasks must be described in chronological order necessary to accomplish the work under each objective. This description must provide sufficient detail to show that the tasks are achievable and will accomplish the objectives stated in the application. The description also should provide detail concerning the specific results of each task.

1. All equipment purchases must be listed as separate tasks. Each equipment purchase must be clearly described and include specific justification how the purchase will help achieve the applicant's goals and objectives.
  - a. Equipment purchases must comply with section 90-1-411 (1), MCA: "Money in the account may be used only for the purposes of this part, including purchasing technology to assist in collecting, maintaining, or disseminating land information and funding the budget required under 90-1-410."
2. Please refer to the MLIA Grant Compliance Section of the MLIA Grant Application Packet for GIS Project Planning Grants eligible expenditures and activities.
3. Please refer to Appendix B of the Montana Land Information Act Grant Packet for requirements for collecting survey control.

There is a 15,000-character limit for the scope of work narrative.

### Goal 1: Project Management

Objective 1.1: The objective of this phase will be to actively manage and coordinate with the project team, including the consultant and the Montana State Library.

Task 1.1.1: Project management

Task 1.1.2: Monthly billing and budget tracking

Task 1.1.3: Quarterly reports

### Goal 2: Audit and Update MSAG & GIS with new Roads & Addresses

Objective 2.1: The objective of this phase will be to add any new roads missing from the GIS data or MSAG

Task 2.1.1: Jim Ghekiere will send consultant copies of the files for the TN-Extract, the MSAG, and shape files for GIS roads and GIS addresses.

Task 2.1.2: Jim Ghekiere will identify where new roads have been built within Liberty County since the data's inception in 2005.

Task 2.1.3: Consultant will digitize newly built roads into GIS data, check that topology is intact for integration with NG9-1-1, and update the MSAG with the new roads.

Objective 2.2: Conduct audits to ensure all addresses in CenturyLink's database file (TN-Extract) are represented in the GIS roads and address data.

Task 2.2.1: Consultant will audit the GIS road data to ensure all address ranges in the MSAG are properly represented and update any necessary records. The process for this task will be to use geocoding tools in ArcGIS Pro along with the GIS road data to map both the high and the low range of addresses for each road in the MSAG, and investigate any unmatched records and make edits/updates as found necessary.

Task 2.2.2: Consultant will audit the GIS address data to ensure all addresses in TN-Extract from CenturyLink are represented, and update any necessary records. The process for this task will be to use Microsoft Access to concatenate fields in the TN-Extract file to obtain a complete address field. Then, the consultant will run an unmatched query to identify any records in the TN-Extract that are missing from the GIS address data. The consultant will then use geocoding tools in ArcGIS Pro along with the GIS road data to map the missing addresses.

Task 2.2.3: Consultant will transfer updated files to computers in the 911 Center.

Task 2.2.4: Consultant will coordinate with CenturyLink on any changes necessary to the MSAG.

Goal 3: Upgrade Reverse Geocoding Process to ArcGIS Pro

Objective 3.1 Since Liberty County is using reverse geocoding to assign new addresses via a computer with the antiquated ArcView 3.3 program, Liberty County would like to begin using reverse geocoding tools in ArcGIS Pro.

Task 3.1.1: Consultant will build an ArcGIS Pro project & map for Liberty County.

Task 3.1.2: Consultant will host on-site training with Liberty County staff in the use of ArcGIS Pro and the address locator tool.

Goal 4: Document Metadata and Disseminate Data

Objective 4.1 Create metadata for all feature classes created through this project

Task 4.1.1: Consultant will write metadata pursuant to the adopted state standard for all feature classes.

Objective 4.2 Disseminate data to all interested parties

Task 4.2.1: Consultant will submit transportation data collected via this grant to Liberty County's Road Department

Task 4.2.2: Prior to June 30, 2021, consultant will submit a final set of records to MSDI transportation theme lead Michael Fashoway for inclusion in the MSDI Transportation and Structures & Addresses themes.

Task 4.2.3: Consultant will submit a final copy of all data updated via this grant to The Montana State Library.

## Project Schedule and Timeline

Project Timeline:\* MLIA\_2021\_LibertyCounty9-1-1\_Timeline.pdf

## Proposed PLSS Collection

Is the proposed project for the sole purpose of collecting new survey control data? No

## Project Deliverables

Deliverable:	Deliverable Type:	Explanation:	Related Project Task:	Completion Date:
Quarterly reports	Quarterly Report	This deliverable is for all three quarterly reports (not including the final report, which is listed as a separate deliverable). Quarterly reports will include a summary of the project, timeline, and budget.	1.1.3	03/31/2021
Final Report	Final Report	This deliverable is for the final report, which will include: <ul style="list-style-type: none"> <li>Summary of project</li> <li>Financial report</li> <li>Description of methods for data creation/collection</li> <li>Data and it's associated metadata</li> <li>Proof data has been published to the Montana GIS Data List</li> <li>Map depicting the project</li> <li>All negotiated project deliverables</li> </ul>	1.1.3	06/30/2021



File Geodatabase	Spatial Data	This deliverable is a file geodatabase of the roads and addresses for Liberty County.	4.2.3	08/07/2020
Metadata for all feature classes	Metadata	This deliverable is for the metadata for both roads and addresses updated as part of this project.	4.2.2	08/07/2020

## Budget Narrative

### Budget Justification Narrative:\*

**Budget Narrative** -- Applicant must clearly state the assumptions used to develop the proposed budget, including all sources of contracted and subcontracted cost estimates. If the applicant's share is to be considered in-kind funds, the source of those in-kind funds must be documented. Matching in-kind funds must be specific to the project and be fully justified. They may be monetary or in other forms such as staffing, infrastructure, or technology support. All funding sources listed in the subsequent budget forms must be fully explained. If grant funds are to be distributed to multiple funding recipients through contractual agreements or other means, those must be explained in the narrative.

**Funding Partners and Required Statements of Support** -- All funding partners, funding sources/recipients, must be identified. Statements of support are required for each identified funding partner. Any funds pledged to this proposal must be reflected in the statements of support. Statements of support must be provided in the Funding Partners form of the application.

**Matching Funds** -- Matching funds—either cash or in-kind—are not required by the MLIA Grant Program. However, matching funds from the applicant and any funding partners do demonstrate the applicant's commitment to the proposed project. Therefore, applicants proposing higher levels of matching funds will be scored more highly than applicants pledging little or no matching funds.

There is an 8,000-character limit for the budget narrative.

Liberty County will be providing in-kind contribution through the hourly wage of the employee who will be working on the project: Jim Ghekiere. Jim will be involved with project management, monthly billing and budget tracking, quarterly and final reports, identifying locations of new roads with which to update the MSAG and GIS, transferring updated files to the 9-1-1 Center, training on the new address locator tool, and submitting new data to the Liberty County Road Department. We estimate Jim's level of effort at 23 hours.

Jim's rate of pay is \$21.94/hour and he additionally gets fringe benefits such as health insurance, retirement and paid time off in the form of sick leave or vacation time. We estimate the cost for fringe benefits to Liberty County for his employment at about 30%. Therefore, we have calculated his rate of pay for the detailed budget worksheet as follows: \$21.94 / hour \* 30% fringe benefits = \$28.52 / hour. This results in a total of \$655.96 in-kind contributions coming from Liberty County.

We are requesting MLIA funds to help fund with consultant support and travel for the consultant for this project. The chosen consultant is WGM Group out of Kalispell, MT. They have estimated time and materials to provide their services for this project at 31 hours at \$95.00/hour, for a total of \$2,945.00.

Travel expenses for the consultant to come to Liberty County from their office in Kalispell are as follows:

- \$235.00 Mileage costs under IRS rates
- \$262.00 for overnight accommodations & per diem for one overnight trip
- \$665.00 for seven hours of travel (3.5 hours each way) at \$95.00/hour

We will be using an ArcGIS Desktop already installed on Liberty County computers, the cost of which will continue to be covered by Liberty County. The cost is not included in the in-kind contributions since it was a software license already being purchased by Liberty County and in use by the 4-H program for Liberty County.

## Budget Tables

Is the proposed project for a GIS Project Planning Grant? No

### MLIA Grant Budget Summary Table (Required for All Applicants)

Please attach the completed "MLIA Grant Budget Summary" table as a PDF document in the field below.

MLIA Grant Budget Summary Table:\* MLIA\_2021\_LibertyCounty9-1-1\_BudgetSummary.pdf

### MLIA Grant Detailed Budget (Required for All Applicants Except GIS Project Planning Grant Applicants)

Please attach an "MLIA Grant Detailed Budget" table as a PDF document.

MLIA Grant Detailed Budget: MLIA\_2021\_LibertyCounty9-1-1\_DetailedBudget.pdf

## MLIA Funding Request Summary

Category	Requested MLIA Funds
Personnel (including fringe benefits)	\$0.00
Travel	\$1,162.00
Equipment	\$0.00
Supplies & Materials	\$0.00
Contractual	\$2,945.00
Other	\$0.00
Totals	\$4,107.00

**Funding Partners**

Name of Contact:	Name of Agency:	Street Address:	City:	County:	Zip Code:	Contact Email Address:	Contact Phone Number:	Funding Partner Pledged Cash Amount:	Funding Partner Pledged In-Kind Amount:	Statement of Support:

**Project Sustainability**

**Project Sustainability Narrative:\***

*There is a 3,000-character limit for the sustainability narrative.*

Since data hasn't been updated for Liberty County in fifteen years, running audits of the road and address data against the MSAG are important for quality assurance / quality control. However, auditing the data for accuracy will not be necessary annually once an update cycle is established to occur on a regular basis. Therefore, Liberty County plans to continue maintenance of the data in subsequent years through a bi-annual update contract with the consultant at their standard rates (\$95.00/hour).

For the bi-annual update, Liberty County will contact WGM Group with any new roads built or addresses assigned within the previous six months. WGM Group will then update the GIS files and MSAG as needed, including updating the files in the E9-1-1 Center and getting changes to the MSAG to CenturyLink.

**Renewable Grant Accountability**

Fiscal Year 2020 MLIA Grant Cycle

*Please indicate whether or not the applicant was awarded an MLIA grant for state fiscal year 2020. If the applicant did receive a grant for fiscal year 2020, please provide a written narrative of the grant project. After clicking "yes," you will see a text box appear in which you can enter the written narrative.*

**Did the applicant receive an MLIA grant in fiscal year 2020?\*** No

Fiscal Years 2016-2019 MLIA Grant Cycles

*Please indicate whether or not the applicant was awarded any MLIA grants during state fiscal years 2016-2019. Please select "yes" for any of the following applicable years. After clicking "yes," you will see a text box appear in which you can enter a written narrative explaining the grant project. In the text box, please provide a written narrative for each grant awarded, outlining the successes and failures of the grant. Explain how tasks, timelines, and deliverables of the project were or were not met. Demonstrate how past project failures will ensure future successes.*

**Did the applicant receive an MLIA grant in fiscal year 2019?\*** No

**Did the applicant receive an MLIA grant in fiscal year 2018?\*** No

**Did the applicant receive an MLIA grant in fiscal year 2017?\*** No

**Did the applicant receive an MLIA grant in fiscal year 2016?\*** Yes

**FY2016 MLIA Grant Summary:**

*There is a 2,500-character limit for the narrative.*

Liberty County applied for a grant for Fiscal Year 2016 for \$8,309.00 to expand GPS radio signal from Chester to Mount Royal (25 Miles) through the installation of a repeater and antenna on the top of Mount Royal in Northern

Liberty County. The primary contact on the grant application was Gail Shatkus, Chester High School's Science and Vo Ag Instructor. Unfortunately, Gail passed away and the project stalled thereafter. Liberty County still plans to complete the installation as outlined in the project, but there is no specific time frame set at this time.

# LIBERTY COUNTY

STATE OF MONTANA

## COMMISSIONERS

JOETTE WOODS

LARRY HENDRICKSON

MAUREEN WICKS

February 10th, 2020

Erin Fashoway  
State GIS Coordinator  
Montana State Library  
P.O. Box 201800  
Helena, MT 59620-1800

Dear Ms. Fashoway,

This letter serves as Liberty County's authorization of the FY2021 MLIA grant application submitted by Jim Ghekiere on behalf of Liberty County. I have read the application in its entirety, and I certify that the information and all statements in the application are true, complete, and accurate to the best of my knowledge. I further certify that Liberty County is committed to funding its share of the project, including both pledged applicant cash and pledged applicant in-kind, as stated in the proposed project budget. I further certify that the proposed project, should it be approved for MLIA funding, will comply with all applicable state, local, and federal laws, regulations, and standards.

Liberty County authorizes the Montana State Library to publish the contents of this application and to use the contents of this application for training, promotional, or other purposes.

Finally, I 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.

Sincerely,



James Ghekiere  
Liberty County 911/Rural Addressing Coordinator  
On behalf of the Liberty County Commissioners



**LIBERTY COUNTY  
PLANNING DEPARTMENT**

**P.O. BOX 451 1356 3360 RD S  
CHESTER, MONTANA 59522  
Phone: 406/759-5673 Fax: 406/759-5395  
County Planner: Jim Ghekiere**

**County Commissioners: Larry Hendrickson - Maureen "Morb" Wicks - Joette Woods**

**INVOICE**

**DATE:** 1/28/2020 Invoice # 100

**TERMS:**

**BILL TO:**  
 Recipient Name  
 Company Name  
 Stree Address  
 City, State, Zip Code

<b>DESCRIPTION OF SERVICES PROVIDED</b>					
<b>Task Number</b>	<b>Task</b>	<b>Category</b>	<b>Hours</b>	<b>Rate</b>	<b>Cost</b>
Task 1.1.1	Project Management	Contractual		\$ 95.00	
Task 1.1.2	Monthly Billing	Contractual		\$ 95.00	
Task 2.1.3	Digitize new roads	Contractual		\$ 95.00	
Task 2.2.1	Audit GIS Roads	Contractual		\$ 95.00	
Task 2.2.2	Audit GIS Addresses	Contractual		\$ 95.00	
Task 2.2.3	Transfer Files to 9-1-1	Contractual		\$ 95.00	
Task 2.2.3	Transfer Files to 9-1-1	Travel		\$ 1,162.00	
Task 2.2.4	Update MSAG	Contractual		\$ 95.00	
Task 3.1.1	Build ArcPro map	Contractual		\$ 95.00	
Task 3.1.2	Training	Contractual		\$ 95.00	
Task 4.1.1	Create Metadata	Contractual		\$ 95.00	
Task 4.2.2	Submit to MSDI	Contractual		\$ 95.00	
Task 4.2.3	Submit to MSL	Contractual		\$ 95.00	
<b>TOTAL:</b>					\$ -



**MLIA GRANT BUDGET SUMMARY**

<b>Category</b>	<b>MLIA Summary</b>	<b>Applicant Summary</b>			<b>Total:</b>
	MLIA Share	Liberty County Cash	Liberty County In-Kind	Liberty County Subtotal	
a. Personnel			\$504.62	\$504.62	\$504.62
a.1. Fringe Benefits			\$151.34	\$151.34	\$151.34
b. Travel	\$1,162.00			\$0.00	\$1,162.00
c. Equipment				\$0.00	\$0.00
d. Supplies				\$0.00	\$0.00
e. Contractual	\$2,945.00			\$0.00	\$2,945.00
f. Other				\$0.00	\$0.00
<b>Total:</b>	\$4,107.00	\$0.00	\$655.96	\$655.96	\$4,762.96

## MLIA GRANT DETAILED BUDGET

Tasks	Category Type	Funding Source	Hours	Rate	Cost
Task 1.1.1 - Project management	Personnel (incl. fringe benefits)	Liberty County In-Kind	9	\$ 28.52	\$ 256.68
Task 1.1.1 - Project management	Contractual	MLIA Grant Funds	3	\$ 95.00	\$ 285.00
Task 1.1.2 - Monthly billing and budget tracking	Personnel (incl. fringe benefits)	Liberty County In-Kind	3	\$ 28.52	\$ 85.56
Task 1.1.2 - Monthly billing and budget tracking	Contractual	MLIA Grant Funds	3	\$ 95.00	\$ 285.00
Task 1.1.3 - Quarterly and final reports	Personnel (incl. fringe benefits)	Liberty County In-Kind	4	\$ 28.52	\$ 114.08
Task 2.1.1 - Send consultant copies of files	Personnel (incl. fringe benefits)	Liberty County In-Kind	1	\$ 28.52	\$ 28.52
Task 2.1.2 - Identify locations of new roads	Personnel (incl. fringe benefits)	Liberty County In-Kind	1	\$ 28.52	\$ 28.52
Task 2.1.3 - Digitize new roads	Contractual	MLIA Grant Funds	1	\$ 95.00	\$ 95.00
Task 2.2.1 - Audit GIS road data	Contractual	MLIA Grant Funds	8	\$ 95.00	\$ 760.00
Task 2.2.2 - Audit GIS address data	Contractual	MLIA Grant Funds	8	\$ 95.00	\$ 760.00
Task 2.2.3 - Transfer updated files to 9-1-1 Center	Personnel (incl. fringe benefits)	Liberty County In-Kind	3	\$ 28.52	\$ 85.56
Task 2.2.3 - Transfer updated files to 9-1-1 Center	Contractual	MLIA Grant Funds	2	\$ 95.00	\$ 190.00
Task 2.2.3 - Transfer updated files to 9-1-1 Center	Travel	MLIA Grant Funds	1	\$ 1,162.00	\$ 1,162.00
Task 2.2.4 - Update MSAG with Centurylink	Contractual	MLIA Grant Funds	1	\$ 95.00	\$ 95.00
Task 3.1.1 - Build ArcGIS Pro project and map	Contractual	MLIA Grant Funds	1	\$ 95.00	\$ 95.00
Task 3.1.2 - Training on address locator tool	Personnel (incl. fringe benefits)	Liberty County In-Kind	1	\$ 28.52	\$ 28.52
Task 3.1.2 - Training on address locator tool	Contractual	MLIA Grant Funds	1	\$ 95.00	\$ 95.00
Task 4.1.1 - Create Metadata	Contractual	MLIA Grant Funds	1	\$ 95.00	\$ 95.00
Task 4.2.1 - Submit to Liberty County Road Department	Personnel (incl. fringe benefits)	Liberty County In-Kind	1	\$ 28.52	\$ 28.52
Task 4.2.2 - Submit to MSDI theme lead	Contractual	MLIA Grant Funds	1	\$ 95.00	\$ 95.00
Task 4.2.3 - Submit to MT State Library	Contractual	MLIA Grant Funds	1	\$ 95.00	\$ 95.00
<b>Totals:</b>				<del> </del>	\$ 4,762.96



## Instructions:

- 1 All applicants must complete and submit one MLIA Detailed Budget table.
- 2 Complete an entry for each defined project task or objective.
- 3 If a task is funded by more than one source, it will be necessary to make multiple entries (see example).
- 4 Be consistent in using the required formatting.
- 5 Check that the amounts entered are consistent throughout all grant application materials, e.g., Detailed Budget Table & Budget Narrative.
- 6 Software should be classified as Equipment.
- 7 Check the math.
- 8 Remove all examples before submitting.
- 9 Check the math.
- 10 Export the table only as a PDF and upload it into WebGrants Budget Tables Section.