



MISSOULA COUNTY MAP MISSOULA – YEAR 5

MONTANA GEOSPATIAL INFORMATION ACT GRANT APPLICATION

STATE FISCAL YEAR 2025: JULY 1, 2024 – JUNE 30, 2025



Missoula c o u n t y

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SECTION 1 – ORGANIZATION, PARTNER, & PROPOSAL INFORMATION

Primary Applicant Contact Information <i>(Please fill this section out in its entirety)</i>	
Name of Agency/Entity:	Missoula County
Department:	Clerk & Treasurer
Division/Section:	Recording
Street:	200 W. Broadway
City:	Missoula
County:	Missoula
State:	Montana
Zip Code:	59802
Project Manager Contact Information:	
Name:	Samuel D. Scott
Title:	Assistant Recording Director
Email Address:	sdscott@missoulacounty.us
Phone Number:	406-258-3231
Fax Number:	406-258-4811
Secondary Project Manager Contact Information:	
Name:	Mike Snook
Title:	GIS Manager
Email Address:	msnook@missoulacounty.us
Phone Number:	406-258-3275
Fax Number:	406-258-4811
MGIA Grant Funding Request & Match:	
Total Requested MGIA Funds:	\$45,632.00
Total Matched Funds:	\$48,181.12

Proposal Information	
Identified Grant Priority:	Tier 2.B: Development of base geographic data layers that are standardized, regularly maintained, and made publicly available to support information needs and support activities including, but not limited to, land use planning, infrastructure, water resources, and asset management.
Annual or Multi-Year Proposal:	Map Missoula is a 5-year project. This application is for year 5. Map Missoula has previously received MGIA Grant funding in fiscal years 2021, 2022, 2023 and 2024.
Proposal Prepared By:	Samuel D. Scott, Assistant Recording Director, Missoula County Clerk & Treasurer
Short Title of Proposal:	Map Missoula – Year 5
Executive Summary:	
<p>Missoula County is embarking on the fifth and final year a project called “Map Missoula” which provides comprehensive land information and increased public access to historical land records by enhancing cadastral data. Year 1 of Map Missoula (FY21) established a parcel fabric infrastructure and developed procedures for linking public documents to parcels within that parcel fabric. Staff also began digitizing tracts of record and linking historical deed records to the parcel fabric. Years two, three, and four (FY22, FY23, & FY24) continued this progress while also building a beta version of the app that will make Map Missoula publicly available at the end of year 5. This final year of Montana Land Information Act Grant funds will be used to support temporary employees for the time and effort needed to continue this progress and publish Map Missoula publicly.</p> <p>Missoula County hosts and maintains the Missoula County Property Information System. This system expands on the statewide cadastral by linking subdivisions, surveys, deeds, and other land records. This system is a valuable tool for public agencies, businesses, non-profits, and landowners through the customizable display of additional layers and other land-use information.</p> <p>Missoula County aims to increase the accessibility of public records, improve government efficiency, and promote transparent policymaking by expanding the functionality of the Property Information System.</p> <p>With the help of MGIA Grant funds, Missoula County has built the necessary infrastructure to map tracts of record and link recorded documents to those tracts. To date, the team has linked over 280,000 deeds to parcels within the fabric.</p> <p>Map Missoula meets the purpose of the Montana Land Information Act to “...develop a standardized, sustainable method to collect, maintain, and disseminate information in digital formats about the natural and artificial land characteristics of Montana....”. Additional information about Map Missoula can be found at mapmissoula.us.</p>	

Funding Partners: <i>(required for each partner, copy box as needed)</i>	
Name of Contact:	N/A
Name of Agency:	N/A
Street:	N/A
City:	N/A
County:	N/A
State:	N/A
Zip Code:	N/A
Contact Email Address:	N/A
Contact Phone Number:	N/A

SECTION 2 – RELEVANCE

The [Missoula County Property Information System](#) (PIS) uses the cadastral tax parcel fabric to display an array of land information and records collected and maintained by a range of local agencies, including layers defined in the MSDI Administrative Boundaries Theme.

The availability of this data is crucial to the government operation within Missoula County by providing a consistent and comprehensive view of all property so that land use decisions are based on accurate information. There are, however, challenges faced in the information provided due to the fundamental reliance on parcel data being sourced from tax information.

The historical maintenance of the tax parcel fabric has resulted in situations where multiple tracts of record lie within a single tax parcel or, conversely, where multiple tax parcels represent a single tract of record. A common occurrence is the representation of single tracts of record as multiple tax parcels due to a boundary created by a levy district or aliquot part boundary.

The dynamic nature of the current tax parcel fabric and cadastral data allows for a relatively accurate representation of property ownership at a moment in time. However, the alteration of a property boundary and subsequent change to the tax fabric does not necessarily mean that the prior boundaries have been expunged. This distinction and an accurate display of all boundaries that exist, regardless of current taxation, is critical to land use planning, development decisions, and transparency in public record.

Deeds and mortgages reference property as it exists in terms of transferable boundaries rather than as property exists for tax purposes. In other words, documents reference property by the boundaries through which it can be bought and sold. Therefore, a parcel fabric recognizing conveyable boundaries rather than tax boundaries is more accurate and would allow for real-time ownership and subdivision updates.

SECTION 3 – PUBLIC BENEFIT

Advances in the GIS capability of Missoula County provide a significant benefit to governmental entities, businesses, and citizens. Usage statistics of the PIS in prior years have measured its value at nearly \$1 million annually. In terms of taxpayer savings, each year, the PIS facilitates the amount of public record requests that would necessitate the equivalent of over a dozen full-time employees.

A key factor to increasing the accessibility of records is the addition of conveyable tracts of record and the ability to examine property boundaries over time. Aside from the inherent benefits of more accurate parcel representation, the combination of conveyability and change over time enables the accurate linkage of all recorded documents to parcels as they existed at that time. This capability provides substantial benefit to stakeholders in property decisions.

To illustrate, a developer who is looking at a property will be able to select the parcel and examine its history. Developers will be able to view all documents which reference that parcel in any of its prior configurations to determine what governing instruments must be considered.

These features would prove vital in informing government decisions. Links between recorded documents and parcels will enable users to easily inspect a tract's chain of title, covenants, deed restrictions, and more.

The addition of a parcel fabric made up of tracts of record will increase the value of all MSDI frameworks through increased accuracy and specificity. The enhanced fabric will identify parcels which have been improperly bisected by districts included in the MSDI Administrative Theme and assist jurisdictions in correcting misapplied taxation attributes.

The PIS presents land information in a way that is accessible by industry professionals and the public. Enhancement of the data displayed will provide a wide range of increased benefits to stakeholders.

SECTION 4 – PROJECT MANAGEMENT AND ORGANIZATIONAL CAPABILITY

Map Missoula is being undertaken collaboratively by the GIS Division and the Office of the Clerk & Recorder, each contributing pertinent knowledge, skills, and equipment necessary to support the project. The success of Map Missoula in the first four years demonstrates that Missoula County has the required organizational capability to complete the proposed project.

The GIS Division of the Technology Department provides GIS services throughout Missoula County while also supporting the spatial data needs of other local jurisdictions and agencies. Of particular importance to the implementation of this project is the success that Missoula County GIS has shown in maintaining the parcel data geometry of the Cadastral theme. Missoula County is one of seven counties in Montana that maintains the cadastral parcel geometry within their own boundaries in place of the MT Department of Revenue.

The Missoula County Clerk & Recorder, the other key project partner, is well-suited to create and maintain document-parcel linkages. Led by Tyler Gernant, first elected in 2014, the Office of the Clerk & Recorder is responsible for maintaining and providing accessibility to the public record. Sam Scott, the department's Assistant Director, will serve as the primary project manager. Shyra Scott, the Office's Director for the last 11 years, provides significant experience with the specifics of Missoula County records as well as database and project management. The Clerk & Recorder has consistently shown a concerted dedication of resources and effort towards projects which further the accessibility of records while promoting intradepartmental collaboration to improve efficiency and reduce the duplication of efforts across Missoula County.

In 2013, the Clerk & Recorder digitized most land records that had been recorded in Missoula County and three years later, the next step to format the images for public access began. All digitized documents are now available, free of charge, on the PIS and the [Missoula County Land Records Research Page](#). In addition to the availability of these records via Book & Page search, the Clerk & Recorder has indexed the grantor, grantee, legal description, related documents, and other document data.

Missoula County already operates the data storage capacity and infrastructure necessary for a project of this scope. The Clerk & Recorder maintains all recorded documents on an independent server in Tyler Technologies Eagle Recorder software. Missoula County currently has an Enterprise License Agreement with GIS Software vendor ESRI. No additional licenses for the necessary ArcGIS software are needed.

Contributing to Missoula County's capability is the support for the project that has been gathered across county departments as well as throughout the community. Departments regularly working with property, specifically the Missoula City-County Health Department, Public Works, County Surveyor, Planning, Development, and Sustainability, Treasurer, County Attorney, and the Board of County Commissioners have all participated in defining the scope and goals of the Map Missoula project. Many of these departments employ their own GIS staff or have institutional knowledge that may prove beneficial as the project moves into the final year.

Sam Scott, the primary project manager, serves as the Assistant Director for the Missoula County Clerk & Recorder. In this capacity, Sam supervises recording office staff, reviews recorded documents including subdivisions, certificates of survey, and deeds for compliance with MCA and Missoula County Subdivision Regulations. With a GIS background, Sam also provides mapping support to county departments and the public as needed. Additionally, Sam undertakes projects that further the accessibility and transparency of Clerk & Recorder records. Sam will provide GIS support to the secondary project manager and will direct the corresponding land record digitization, indexing, and organization to facilitate the spatial connections. Sam received his GIS certificate from the University of Montana as well as bachelor's degrees in community & environmental planning and political science and a master's degree in public administration. Sam has worked in the Office of the Clerk & Recorder since 2016, gaining extensive insight into historical and current recording processes.

Mike Snook, GIS Manager for Missoula County, will serve as the secondary project manager. Mike has extensive knowledge of both the GIS and land record components of this project. Mike's expertise is exhibited by the current functionality of the PIS. Related to this project, features of note include the maintenance of the current parcel fabric as well as an application programming interface (API) which connects documents recorded with the Clerk & Recorder to cadastral parcels. Mike has directed or assisted an array of state and local agencies in the development and maintenance of their GIS infrastructures including Missoula County, the City of Missoula, Ravalli County, and the Montana Department of Revenue.

As the primary project manager, Sam will be responsible for communicating and reporting with the State Library as well as fulfilling the data requirements and publishing data to the GIS Data List with the help of the secondary project manager. Specifically, the project manager will submit the required quarterly reports providing updates on the project timeline and budget as well as the final status report upon closeout of the project. The hired temporary employee, interns, and their day-to-day operations will be directly supervised by Sam.

Over fiscal years 2021, 2022, 2023 and 2024, the Missoula County GIS Division and the Office of the Clerk & Recorder, under the leadership of Sam Scott and Mike Snook, have developed thorough and sustainable processes to link recorded documents to parcels while also ensuring that all historical recorded documents are accounted for and linked to parcels or designated as a non-spatial reference.

So far, in the first four years of Map Missoula, with assistance of interns funded through MLIA funds, the team has established efficient and sustainable processes and mapped over 280,000 historical documents to the parcel fabric. Additionally, a beta app has been demonstrated to select stakeholder groups to solicit feedback and guidance on the development of the final application. The success of the project to date demonstrates the applicable GIS and project management experience of the key personnel. As this is a multi-year project, continued success of the project objectives is expected.

The employees will be overseen by the project manager and will work within the Office of the Clerk & Recorder. Priority will be given to students from the University of Montana GIS Certificate program. The project manager will work with educational institutions to satisfy any internship or credit requirements of interns.

SECTION 5 – SCOPE OF WORK

Scope Of Work Format:

- Goal 1. Link an additional 25% of historic recorded deeds to the parcel fabric, bringing the total documents mapped to 100%.
- Objective 1.1. Hire full-time employee for 40-week tenure
 - Task 1.1.1. Position Posting – Full-time position will be posted for a minimum of two weeks. Qualified applicants will be interviewed, position will be offered, and an individual will be hired following County procedures for recruiting a qualified GIS Technician.
 - Completion Date: August 26th, 2024
 - Objective 1.2. Hire Autumn Intern
 - Task 1.2.1. Position Posting – Internship position will be posted for a minimum of two weeks. Qualified applicants will be interviewed, position will be offered, and an individual will be hired following County procedures for recruiting a qualified GIS intern.
 - Completion Date: August 26th, 2024
 - Objective 1.3. Hire Spring Intern
 - Task 1.3.1. Position Posting – Internship position will be posted for a minimum of two weeks. Qualified applicants will be interviewed, position will be offered, and an individual will be hired following County procedures for recruiting a qualified GIS intern.
 - Completion Date: January 16th, 2025
 - Objective 1.4. Link historical documents and digitize tracts of record
 - Task 1.4.1. Map final 25% of recorded deeds – Map the final 25% of recorded deeds throughout the grant year, bringing Map Missoula as close to current as practical.
 - Completion Date: June 15th, 2025
- Goal 2. Publish Map Missoula
- Objective 2.1. Fully synthesize the Map Missoula parcel fabric and features into the publicly available Missoula County Property Information System.
 - Task 2.1.1. Publish Map Missoula – Fully synthesize the Map Missoula parcel fabric and features into the publicly available Property Information System.
 - Completion Date: June 15th, 2025
 - Task 2.1.2. User Guide – Create and publish an external user guide for Map Missoula together with an internal maintenance guide. Guides will include components such as ‘How to navigate the user interface’, data dictionary, update cadence information, and legal disclaimers.
 - Completion Date: June 15th, 2025

Project Deliverables:

1. Link the final 25% of recorded deeds to the parcel fabric. Provide data deliverable to State Library.

Link the final 25% of recorded deeds to the parcel fabric, bringing the total of documents mapped to 100%. The project managers will then work with the Agency Project Manager to ensure a smooth submission of all data and its publication to the Montana GIS Data List. All appropriate metadata and methods will be included. This data deliverable will be modeled after the FY21, FY22, FY23, and FY24 Map Missoula data deliverables. The sole data deliverable for Map Missoula Year 5 is related to Goal 1. It should be noted that there will be a portion of historic deeds that will not be possible to include in the parcel fabric. There are, for example, deeds which reference landmarks and monuments that no longer exist and their historic location cannot be determined. There are also deeds using such vague legal descriptions that they cannot be accurately located. Over time, additional research may allow for the inclusion of these deeds, but it is not within the current capability of Missoula County to troubleshoot these deeds. The exact number of deeds that cannot be mapped is not known, but it is expected to be around 5% of all deeds.

Completion of this data deliverable will be June 15, 2025.

2. Map Missoula will be published to the Property Information System.

Goal 2 of Map Missoula Year 5 will see the publication of Map Missoula. The parcel fabric and all features will be displayed through the Missoula County Property Information System. Inclusion of Map Missoula in the Property Information System capitalizes on the interface that already sees over 200,000 users annually and is free of charge to all users. Final publication will include an internal and external user guide as stated in Tasks 2.1.1 and 2.1.2.

Completion of this data deliverable will be June 15, 2025.

3. Presentation at 2025 Big Sky GeoCon.

Contractor will provide a presentation on the grant project at the 2025 MAGIP Big Sky GeoCon. Contractor will collaborate with Agency Project Manager to finalize details of the presentation prior to the presentation.

Completion of this data deliverable is to be determined.

SECTION 6 – BUDGET JUSTIFICATION & BUDGET TABLE

Map Missoula Year 5 includes a total grant funded request of \$45,631.17 combined with an in-kind contribution from Missoula County of \$48,181.12 for a total FY2025 budget of \$93,812.29. All funds allocated in this budget proposal are dedicated to personnel costs for the staff that will be completing Goals 1 and 2. Specifically, those personnel costs will go to linking historical recorded documents and digitizing tracts of record in the ESRI ArcGIS Parcel Fabric that has been built over the initial four years of Map Missoula and publishing Map Missoula publicly.

Regarding staffing, Map Missoula Year 5 proposes to follow the same structure as Year 4. Missoula County will hire one full-time temporary employee for 40 weeks for a total of 1,600 hours and 30 weeks of internships, split between an autumn and spring intern, at 10 hours per week for a total of 300 hours. The budget includes five line-items. Each of the line items relate to a different personnel cost: Full-time employee, Internship, & Project Manager in-kind contribution split between the two goals.

The description for the Goal 1 & 2 line items are as follows:

Temporary Employee: Full-Time – Objectives 1.4: Link Historical Documents & Digitize Tracts of Record.

This proposal requests funding for 40 weeks of a full-time temporary employee for a total of 1,600 hours. All these hours will be dedicated to mapping deeds. Missoula County proposes a \$21 hourly wage for this full-time employee. Wage expenses for this position will total \$33,600. Missoula County pays an estimated 17.91% in fringe benefits for temporary employees. At \$21 per hour for 1,600 hours, fringe benefit costs for this employee will be \$6,017.76. The total cost, and funds requested, of the full-time position will be \$39,617.76.

Temporary Employee: Internship – Objective 1.4: Link Historical Documents & Digitize Tracts of Record.

This proposal requests funding for 30 weeks of internships at 10 hours per week for a total of 300 hours. There will be two internships, one during the autumn semester and one in the spring semester. Each will be 15 weeks. Missoula County proposes a \$17.00 hourly wage for the internships. Wage expenses for this position will total \$5,100.00. Missoula County pays an estimated 17.91% in fringe benefits for temporary employees, including interns. At \$17.00 per hour for 300 hours, fringe benefit costs for this employee will be \$913.41. The total cost, and funds requested, of the internship position will be \$6,013.41.

Project Manager – Objectives 1.4 & 2.1.1, & 2.1.2: Link Historical Documents & Digitize Tracts of Record; Publish Map Missoula; User Guides.

Multiple Missoula County personnel will dedicate time to Map Missoula. Mike Snook and Clerk & Recorder staff will participate in the recruitment of these positions and in general project oversight. Missoula County Information Systems will assist in the maintenance of the GIS parcel fabric infrastructure, and Missoula County Human Resources will assist in the recruitment of these positions. None of these in-kind personal expenses are submitted in this budget as contributions from Missoula County as they are too variable to quantify. Direct guidance of the full-time employee and interns will be performed by the Project Manager, Sam Scott. Sam will also be mapping documents alongside the Map Missoula staff. Sam's time working on these efforts is submitted as an in-kind contribution. This time will be documented via timesheets and financial reporting as was done for the FY24 grant award. Sam Scott's current wage is \$42.33. Additionally, Missoula County pays Sam Scott's fringe benefits at a rate of 36.8% for a fringe cost of \$15.58 per hour. The total cost of the Project Manager per hour is \$57.91. Sam will be dedicating no less than 40% of his time towards Map Missoula via supervision of temporary employees and working directly on the parcel fabric, completing the user guides, and publishing Map Missoula. This equates to a total in-kind contribution of \$48,181.12 over FY25.

Map Missoula has successfully met the objectives defined in prior grant years with a matching budgetary structure as proposed above. Map Missoula Year 5 includes an increase in total budget (grant funded and in-kind) of \$2,929.30. Of that total, \$2,824.81 is an increase in Missoula County's in-kind contribution. The increase in budget is a result of an increase in the wage of the Project Manager. \$104.49 is an increase in requested grant funds. This increase is due to a slight increase in the fringe rate percentage paid to temporary employees for FY25. The wages proposed above are in line with Missoula County and market rates for GIS technicians and interns.

Missoula County		MLIA GRANT DETAILED BUDGET TABLE			
Tasks	Category Type	Funding Source	Hours	Rate	Cost
Task 1.4.1 - Map 25% of recorded deeds - Internship	Personnel (incl. fringe benefits)	MGIA Grant Funds	300	\$ 20.04	\$ 6,013.41
Task 1.4.1 - Map 25% of recorded deeds - Full-time Employee	Personnel (incl. fringe benefits)	MGIA Grant Funds	1600	\$ 24.76	\$ 39,617.76
Task 1.4.1 - Map 25% of recorded deeds - Project Manager	Personnel (incl. fringe benefits)	Missoula County In-Kind	632	\$ 57.91	\$ 36,599.12
Task 2.1.1 Publish Map Missoula - Project Manager	Personnel (incl. fringe benefits)	Missoula County In-Kind	160	\$ 57.91	\$ 9,265.60
Task 2.1.2 User Guide - Project Manager	Personnel (incl. fringe benefits)	Missoula County In-Kind	40	\$ 57.91	\$ 2,316.40
		Totals:	2732	 	\$ 93,812.29

Section 7 – Project Sustainability

The final stage of this project will build on the progress made in the first four years of Map Missoula. It is the objective of this application to acquire MGIA grant funds to support temporary employees for the time and effort needed to create the data linkages. This will be the final year of MGIA funding requested for Map Missoula.

The initial stages of the project provided a proof of concept and established the necessary processes and procedures while staff mapped a substantial segment of historical documents. 75% of conveyance documents are expected to be mapped by the end FY24.

As the initial stage of Map Missoula established the infrastructure, workflows, and troubleshooting necessary to support the completed project, the resources required to reach project conclusion will be staff time only. Outside of MGIA Grant funding, Missoula County will maintain consistent efforts towards completing the remaining document linkages and maintaining the Map Missoula application.

In-kind contributions, in the form of staff-time, dedicated to Map Missoula over the last four years have shown Missoula County's commitment to this project. Missoula County has ensured that there will be continual staff time dedicated to the completion of the project. Similarly, the GIS Division will continue to devote staff time towards digitizing parcels.

The project coordinators will work with the Montana State Library to publish and otherwise make available the data that is created through Map Missoula. In addition to the data and other reporting requirements throughout the grant cycle, the project managers will work with the Montana State Library to ensure that improvements to MSDI data layers made across the entirety of the Map Missoula project will be made available.

SECTION 8 - RENEWABLE GRANT ACCOUNTABILITY

FY21 – Map Missoula Year 1:

Missoula County was awarded a \$11,720 MLIA Grant in fiscal year 2021 for the initial year of Map Missoula. The project goal as stated in the Statement of Work was to “Build a parcel fabric of conveyable tracts of record and link recorded documents to parcels”. Within this goal, there were four objectives, each with measurable tasks. Specifically, the objectives were: Build upon the County’s existing parcel fabric and establish procedures to link documents to parcels, purchase and set up workstations, hire and train temporary employees, and begin linking historical documents to digitized tracts of record.

All four objectives were met successfully within the grant term. Despite slight changes to scheduling and timelines due to COVID-19, the project remained on-schedule and within the allocated budget. Data was published to the Montana GIS Data List in June of 2021 as agreed in the Statement of Work. The work completed in year one of Map Missoula laid the foundation for the remaining four years to be completed successfully.

FY22 – Map Missoula Year 2:

Missoula County was awarded a \$39,046 MLIA Grant in fiscal year 2022 for year 2 of Map Missoula. The goal as stated in the Statement of Work was to “Link 25% of recorded deeds to the parcel fabric” that was established in fiscal year 2021, bringing the total of mapped documents to 35% of recorded conveyances. Objectives within this goal included hiring a full-time temporary employee and two interns and mapping 6.25% of conveyance documents per quarter.

Despite slight delays due to recruitment timelines and employee absences due to COVID-19, all objectives were met by the end of the grant term.

The project remained within the expected budget for fiscal year 2022 regarding both the MLIA funded and in-kind funded portions of the project. The FY22 Grant also included funds for travel related to a presentation on Map Missoula at the 2022 MAGIP Big Sky GeoCon. The presentation was successful and garnered high attendance and positive feedback from GeoCon attendees.

FY23 – Map Missoula Year 3:

Missoula County was awarded a \$43,703 MLIA Grant in fiscal year 2023 for year 3 of Map Missoula. The goal as stated in the Statement of Work was to “Link 25% of recorded deeds to the parcel fabric” bringing the total of mapped deeds to 60% of those that had been recorded with Missoula County since 1864. Objectives within this goal included hiring a full-

time temporary staff and two interns while mapping 6.25% of conveyance documents per quarter.

Year 3 of Map Missoula was completed within the expected budget, however an extension was required due to staffing turnover and some delays in mapping deeds. Map Missoula Year 3 was completed within the timeframe requested by the extension.

FY24 – Map Missoula Year 4:

Missoula County was awarded a \$45,527 MLIA Grant in fiscal year 2024 for year 4 of Map Missoula. The goal as stated in the Statement of Work was to “Link 15% of recorded deeds to the parcel fabric,” bringing the total mapped deeds to 75% of those that had been recorded with Missoula County since 1864. Additionally, year 4 sought to publish a beta application of Map Missoula and begin soliciting feedback.

As of mid-February 2024, nearly 70% of deeds have been mapped in addition to the creation of the beta application. This application has been made available to stakeholder groups and has been demonstrated to staff and the Montana State Library. The Map Missoula team is currently experiencing some turnover in temporary staff so there is a momentary slowdown in mapping progress, but productivity has begun to increase again with the hiring and training of new staff.

Map Missoula Year 4 is expected to be completed within the agreed upon budget and timeline.



**TYLER R. GERNANT
CLERK & TREASURER
200 WEST BROADWAY
MISSOULA MT 59802-4292
(406) 258-4752**

State of Montana
Montana State Library
1515 E. Sixth Ave.
Helena, MT 59620

[Date]

To Whom It May Concern,

Enclosed is an Invoice for \$_____ pursuant to the Montana Land Information Act Grant Project Statement of Work dated [TBD] between the Montana State Library and Missoula County.

This invoice covers the period of _____ through _____.

If you have any questions, please contact me at (406) 258-3231.

Sincerely,

Samuel Scott
MLIA Grant Project Manager

Missoula County**INVOICE**

200 West Broadway
 Missoula, MT 59802-4292
 Phone: (406) 258-4910

INVOICE #NUMBER
 DATE: ENTER DATE

TO:

State of Montana
 Montana State Library
 1515 E. Sixth Ave.
 Helena, MT 59620

FOR:

Montana Land Information Act Grant

DATE	DESCRIPTION	HOURS	RATE	AMOUNT
9/1/23 – 9/30/23	MLIA Share of Personnel Costs for Applicant (Supporting information below)	20	\$16.416	\$348.32
TOTAL				\$348.32

Documentation for Personnel Funds

MLIA Task	Personnel Title	Hours	Rate	Fringe Cost	Billed Amount
1.4 - Create Document Linkages	GIS Intern	20	\$16.00/hour	\$1.416/hour	\$348.32

Direct any questions to: Project Manager Samuel Scott

Make checks payable to: Missoula County, 200 West Broadway, Missoula, MT 59802-4292

Authorizing Statement

I hereby certify that I have read the above application for the FY2025 MGIA Grant Program and 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.

Dave Strohmaier

Applicant Authorized Signer Name

DocuSigned by:
Dave Strohmaier
E0FA9ECBCECC409...

Signature

County Commissioner

Title

3/8/2024

Date

Complete Grant Application package Received by:

Erin Fashoway

Erin Fashoway, MSL

DocuSigned by:
Erin Fashoway
898149F544564A6...

Signature

Montana GIS Coordinator

Title

3/8/2024

Date

Certificate Of Completion

Envelope Id: 35AC67990C1D4A728148697CE49C1C81
 Subject: Complete with DocuSign: MGIА_FY25_Application_MissoulaCounty.pdf
 Source Envelope:
 Document Pages: 19 Signatures: 2
 Certificate Pages: 2 Initials: 0
 AutoNav: Enabled
 Envelope Stamping: Enabled
 Time Zone: (UTC-07:00) Mountain Time (US & Canada)

Status: Completed

 Envelope Originator:
 Sean Anderson
 PO Box 201800
 Helena, MT 59620-1800
 sanderson@mt.gov
 IP Address: 161.7.39.7

Record Tracking

Status: Original Holder: Sean Anderson Location: DocuSign
 3/5/2024 12:06:38 PM sanderson@mt.gov
 Security Appliance Status: Connected Pool: StateLocal
 Storage Appliance Status: Connected Pool: Montana State Library Location: DocuSign

Signer Events

Dave Strohmaier
 dstrohmaier@missoulacounty.us
 County Commissioner
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

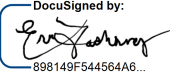
 E0FA9ECBCECC409...
 Signature Adoption: Pre-selected Style
 Using IP Address: 72.175.225.169

Timestamp

Sent: 3/8/2024 2:44:59 PM
 Viewed: 3/8/2024 3:43:15 PM
 Signed: 3/8/2024 3:43:35 PM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Erin Fashoway
 efashoway@mt.gov
 Montana GIS Coordinator
 State of Montana
 Security Level: Email, Account Authentication (None)

DocuSigned by:

 898149F544564A6...
 Signature Adoption: Drawn on Device
 Using IP Address: 161.7.42.1

Sent: 3/8/2024 3:43:36 PM
 Viewed: 3/8/2024 3:48:15 PM
 Signed: 3/8/2024 3:48:23 PM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Dave Strohmaier
 dstrohmaier@missoulacounty.us
 County Commissioner
 Security Level: Email, Account Authentication (None)

COPIED

Sent: 3/8/2024 3:48:25 PM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Carbon Copy Events	Status	Timestamp
MLIA Grants mliagrants@mt.gov Security Level: Email, Account Authentication (None)	COPIED	Sent: 3/8/2024 3:48:25 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/8/2024 2:45:00 PM
Certified Delivered	Security Checked	3/8/2024 3:48:15 PM
Signing Complete	Security Checked	3/8/2024 3:48:23 PM
Completed	Security Checked	3/8/2024 3:48:25 PM

Payment Events	Status	Timestamps
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