

**McCone County Road and Right of
Way Improvement Grant
Application
Montana Land Information Act
Fiscal Year 2013**

Submitted
February 15, 2012

APPLICATION FOR GRANT FUNDING

STEP 1 – Applicant and Partner Information

Primary Applicant (Required):

Name of principle individual: Nancy Stempel
Name of agency/entity: McCone County
Street: PO Box 199
City: Circle
County: McCone
State: MT
Zip Code: 59215
Contact email address:mcongis@midrivers.com
Contact fax address:
Contact phone (406).485-2347 or 853-2277

Organizational Unit (if applicable)

Department: GIS
Division:

Other Project Partners – complete for each partner (copy box as needed):

Name of contact:
Name of Agency:
Street:
City:
County:
State:
Zip Code
Contact email address
Contact phone:

Date Submitted (Required):2/15/2012

Date Received by State:

Descriptive Title of Applicant's Project (Required):

FY2013 McCone County Road and Right of Way Improvement Project

STEP 2 – Relevance and Public Benefit

The purpose of the Montana Land Information Act (MCA 90-1-402) 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. The McCone County Road and Right of Way Improvement Project of applying all Petition rights of way and easement documents to our current road feature classes will help leaders of the county, landowners, realtors, subdivision developers, title companies, and the county road department by making access to the information easier. It will also improve the accuracy of the information.

Documenting and mapping the legal status of the county right of ways and petition of ways will be the first step in having localized hearings about the county adopting or abandoning road right of ways. Landowners and future land owners will be able to determine public access to their land of interest in one place. Our collection of data will be disseminated in a digital format. It currently takes hours for the taxpayer and county employees to research and gather the required information, but after this project it will only take minutes. This project will make all offices needing the information more productive and efficient

After this project is complete and the review by county, commission to adopt and abandon petitions are completed, this process will become easier yet and improve the quality of life to the benefit of the public.

STEP 3 – Scope of Work Narrative

A. Goals and Objectives

The primary deliverable of the McCone County Right of Way and Improvement Project will be an ESRI Geodatabase of all legal road right of ways which contain over 350 legal documents that are attached to legal document numbers referencing Petition, Easements, etc.

Objectives

- Define and Develop Raw Data by reviewing the existing paper map legal definitions and symbology by July 30, 2012.
- Conduct 2 Planning meetings with County Land Planner and MSDI Framework Stewards to develop a geodatabase framework and topology standards for best practices and for implementing QAQC measures September 15, 2012.
- Project Meetings will be conducted monthly or as needed to evaluate QAQC Measures and keep project on time line quarterly reports completed.
- GIS Coordinator will begin populating geodatabase with McCone County Road Feature classes and then adding all of the legal document numbers and scanning in documents to link to the Petition or Easement numbers this task by April 30, 2013
- Publish the Geodatabase in digital Format and make discoverable on the Montana GIS Portal Service Center by June 15, 2013
- Print the Final Book and Setup the Geodatabase for Maintenance and the next phase of the project by June 15, 2013

B. Tasks and Activities

- Plan First 2 Planning Meetings with the County Planner to define legal definitions, define map symbology and develop QAQC measures by July 30, 2012.
- Meet with County Commission to ensure data definitions and symbology definitions will meet their objectives by July 25, 2012. * *This task is Dependent on Task above.*
- Purchase and install the upgrade to ArcEditor from ArcView in order utilize topology rules for road editing. Roads will need to be added to County Road Feature classes to symbolize roads were built to demonstrate that roads are not in the place in the document states or the road does not physically exist correct place by July 30, 2012.
- GIS Coordinator will develop geodatabase framework withMSDI staff to implement Quality Controls using topology and MSDI Framework best practices. * *This task dependent on task above.*
- Populate the geodatabase manually with legal document files numbers for symbology and labeling utilizing QAQC measures by April 30, 2013.
- Populate the geodatabase with the scanned legal documents and link them to the correct file number utilizing QAQC measures by April 30, 2013.
- Evaluate ArcExplorer vs ArcExplorer Online to disseminate the information to the public.
- Evaluate and purchase data hosting site to make data and transfer data there to disseminate information to the public. Ensure Data is discoverable on the Montana GIS Portal
- After QAQC inspection, by County Planner a Final Version of a Map Book will be published

STEP 4 – Project Management and Organizational Capability Narrative

Nancy Stempel , McCone County GIS Coordinator

Nancy was a project manager in the Information Services Department at Deaconess Billings Clinic Health Systems. She led the Order Communications Project installation for the Radiology Department. Nancy has completed ESRI Courses for ArcGIS I,II,III. Nancy has successfully completed redistricting Commissioner Districts; managed and maintained the county's rural addressing system as well as the Town of Circle's addressing system. She has worked with the volunteer fire department and volunteer Search and Rescue Team.

Mary Garfield , McCone County Land Planner

Mary has extensive education in Physical and natural resources geography and land use planning. She managed and maintained rural addressing and mapping projects for three counties, and maintained three county's rural addressing and map projects before the upstart of GIS. She is the county's subdivision administrator and has created a GPS layers with the Weed Department. She has managed many large county planning projects and grant funded projects on time and under budget. She has researched county petition road and easement record and has created a paper map accompanied with legal document information.

STEP 5 – Budget Justification Narrative and Tables

McCone County's MLIA account is used to support the GIS Coordinator. The McCone County Road and Right of Way improvement project will cost a total of 13,225. The county is asking MLIA to pay for 10,103.00 of that cost as follows:

Personnel

The primary person on this project will be Nancy Stempel, McCone County GIS Coordinator. Nancy will use 240 hours of time not only managing the project, but setting up the database framework as well as populating the database. She will coordinate all purchases and evaluate the necessary tools to complete this project. McCone County will contribute .25% of these funds some which come from the counties share MLIA Account.

Mary Garfield, the County Planner, will be in charge defining the legal terminology of Road Right of Ways and implement Data Accuracy controls. Mary's knowledge with the Road Project, McCone County's Rural Addressing, and her legal expertise on this subject make her 96 hours to this project essential for completing on time with accurate data interpretation and representation. McCone County is asking for 50% of her funds from MLIA

Fringe Benefits

Fringe Benefits were figured at 35% of the Project hours on Nancy Stempel.

Total Personnel Cost The total Personnel cost is 65% of the total cost of the project.

Equipment

Upgrade from ArcView to ArcEditor for topology, labeling, and ease of use. Topology rules leveraged for data integrity of road data make this tool a essential for keeping our a road network accurate. The equipment cost is 39% of the Total Budget Cost.

Other: Data hosting for the completed project may be needed to store the data. We got a price quote from our Web Site host for 10 gygs of 102 dollars for 3 years.

Applicant budget summary

Category	Hours	MLIA Share	Applicant Share	Other Share	Total
a. Personnel					
Nancy Stempel	240	2160	720		2880
Mary Garfield	96	2160	2160		4320
a.1 Fringe Benefits	.35	456	252		708
b. Travel					
c. Equipment Upgrade to Arc Editor Software		5225			5225
d. Supplies					
e. Contractual					
f. Other data hosting		102			102
Totals		10103	3132		13,235

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

Category	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 FY2012 MLIA Grant for the same project 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. If the applicant also received a FY2011 grant for the same project or purpose, applicant must include the final grant report submitted to the Department of Administration.

STEP 8 – Sign the Application

Authorizing Statement

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

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

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

Name (print or type)

Title (print or type)

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

Date _____

APPENDIX A-

Appendix A: Project Time Schedule												
The Chart below assumes that the MLIA grant Funds will be available in July 2012 . Time line anticipates the project being completed in 1 year.												
	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13
Ø Plan First 2 Planning Meetings with the County Planner to define legal definitions, define map symbology and develop QAQC measures	x	x	x									
Meet with County Commission to ensure data definitions and symbology definitions will meet their objectives	x	x	x									
and install the upgrade to ArcEditor from ArcView in order to utilize topology rules for road editing	x	x	x									
GIS Coordinator will develop geodatabase framework	x	x	x									
Populate the geodatabase manually with legal document files numbers for symbology and labeling utilizing QAQC measures		x										
Populate the geodatabase with the scanned legal documents and link them to the correct file number utilizing QAQC measures by		x	x	x	x	x	x	x	x	x		
Evaluate ArcExplorer vs ArcExplorer Online										x	x	
Evaluate and purchase data hosting site to make data and transfer data there to disseminate												

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information to the public.												
Print Map Book											x	x