



Commerce and CRDC pilot project

Prepared by MT Department of Commerce
for Montana State Library MLIA Grant Program FY 2022

Submitted by Mary Craige

Submitted on 03/01/2021 6:32 PM Mountain Standard Time

Opportunity Details

Opportunity Information

Title

MLIA Grant Program FY2022

Description

In accordance with the Montana Land Information Act (MLIA), the Montana State Library administers an annual grant program to distribute accumulated funds from the Montana Land Information Account, established by MLIA. Grant applications are evaluated by the State Library and its advisory council, the Montana Land Information Advisory Council, and follow the MLIA Grant Subcommittee Code of Ethics. Grant criteria are established based on the original intent of the MLIA and the goals and objectives of the annual Montana Land Information Plan. Please direct all grant program questions to MLIAGrants@mt.gov.

Please use the companion, MLIA Grant Application packet for more program information and instructions.
https://docs.msl.mt.gov/MLIAC/FY2022/MLIAGrantApplicationPackage_FY2022.pdf

Awarding Agency Name

Montana State Library

Agency Contact Name

Erin Fashoway

Public Link

<https://mt.amplifund.com/Public/Opportunities/Details/305887a5-8775-4ecc-999c-61558a21430e>

Funding Information

Total Program Funding

\$250,000.00

Funding Sources

State

Award Information

Award Period

07/01/2021 - 06/30/2022

Award Announcement Date

5/31/2021

Award Type

Competitive

Capital Grant

No

Indirect Costs Allowed

No

Matching Requirement

Yes

Submission Information

Submission Window

02/01/2021 12:00 PM - 03/05/2021 5:00 PM

Submission Timeline Type

One-Time

Submission Timeline Additional Information

https://docs.msl.mt.gov/MLIAC/FY2022/MLIAGrantApplicationPackage_FY2022.pdf

Allow Multiple Applications

Yes

Technical Assistance Session

Technical Assistance Session

Yes And Required

Session Date and Time

02/02/2021 9:00 AM

Conference Info / Registration Link

<https://geoinfo.msl.mt.gov/mliagrant>

Eligibility Information

Eligibility Type

Public

Eligible Applicants

Additional Eligibility Information

<https://geoinfo.msl.mt.gov/mliagrant>

Applicants must represent one of the following forms of government within Montana:

Any department, agency, board, commission, or other division of state government. (This includes the Montana University System.)

Any city, county, or other division of local government.

A tribal government/entity within the state.



Project Information

Application Information

Application Name
Commerce and CRDC pilot project

Award Requested
\$60,000.00

Cash Match Requirement
\$0.00

Cash Match Contributions
\$0.00

In-Kind Match Requirement
\$0.00

In-Kind Match Contributions
\$25,600.00

Total Award Budget
\$85,600.00

Primary Contact Information

Name
Mary Craigle

Email Address
mary.craigle@mt.gov

Address
301 S. Park
Helena, MT 59601

Phone Number
406-841-2742

Project Description

Part 01: Proposal Information

Proposal Information

Please see the MLIA Grant Application Package for more information about the MLIA Grant - https://docs.msl.mt.gov/MLIAC/FY2022/MLIAGrantApplicationPackage_FY2022.pdf.

The applicant must identify one MLIA FY2022 Grant Priority that the proposed project will address. To read about all MLIA Grant Priorities, please read the [FY2022 MLIA Land Information Plan](#).

Identify Grant Priority

Development of base geographic data to support local information needs

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

- Yes
 No

Total Number of Proposed Project Years

2

Current Year of the Project (eg. 1 of 4)

2021

Executive Summary

The Industry Development Program (IDP) in the Research and Information Services Bureau of Commerce's Office of Tourism and Business Development works to attract investment to Montana to create viable businesses that create good paying jobs.

With this proposed grant, IDP will collaborate with Montana Certified Regional Development Corporations (CRDCs) to conduct a two-year pilot project to subscribe to and assist in the design and population of an online place-based platform that links investors seeking economic development projects with Montana projects and program managers seeking investment. IDP understands that access to capital is a critical driver in economic development. Simultaneously, Montana's eleven CRDCs will work on the frontlines promoting regional community and economic development projects such as shovel-ready industrial sites, tax increment financing districts, and federal tax credits such as Opportunity Zones. The crux of this proposal is to use GIS and the Opportunity Exchange platform to market information generated by the CRDC's with assistance from IDP staff on economic development opportunities to investors across the country. The Opportunity Exchange currently maintains a database of over 1,700 clients seeking investment opportunities. Having a single state platform enhances the marketability of all the projects and allows for collaboration across regions on potential investors.

This proposal is for a pilot project of a place-based online approach to matching investors with projects. IDP has researched this product and approach and the feedback we have received is positive. The continued use and funding for this approach will be established when proven to be successful.

Part 02: Funding Partners & Statements of Support

Funding Partners

All funding partners must be identified. Statements of support are required for each identified funding partner. Please attached a statement of support for each identified partner in .pdf version. Any funds pledged to this proposal must be reflected in the statements of support. See MLIA Grant Compliance – MLIA Grant Funding Partners section for the definition of a funding partner in the [FY2022 MLIA grant application packet](#).

Please follow the instructions below to report information about all applicable funding partners and to attach letters of support. If there are no funding partners on this project, please select "Mark as Complete" and move on to the next form.

Do you have a Funding Partner?

- Yes
- No

PLEASE MARK THIS FORM AS COMPLETE TO MOVE ON

Part 03: Relevance

Relevance to the FY2022 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 [FY2022 Montana Land Information Plan Priority](#).
3. **EXCEPTION:** This section is not required for applicants submitting proposals for the sole purpose of collecting new survey control data

Relevance

Is the proposed project for the sole purpose of collecting new survey control data

- Yes
 No

Relevance

This MLIA grant proposal is designed to attract investment to Montana and is in support of newly elected Governor Greg Gianforte's "Montana Comeback Plan" objective to bring high-paying jobs and companies to Montana. This MLIA grant proposal also complements the Governor's "Entrepreneur Magnate" plan proposed in SB 184 that is designed to attract entrepreneurs to Montana by providing capital gains tax incentives to entrepreneurs who create five years of business activity that results in at least 25 jobs created. The proposal also complements one of the Governor's primary objectives of providing a way for new businesses to start-up, move to, or expand in Montana.

SCORING: RELEVANCE - 100 TOTAL POINTS

EXCEPTION: This section is not required for applicants with the sole purpose of collecting new survey control data. Assign full credit in this category for those applications.

The applicant clearly states how the proposal will meet the purpose of the Montana Land Information Act: to develop standardized, sustainable methods to collect, maintain, or disseminate information in digital formats about the natural and artificial land characteristics of Montana (0-50 Points)

(Reviewer Only)

Meets Purpose of MLIA (0-50 Points) *(Reviewer Only)*

The applicant describes how the proposal will meet one of the defined grant priorities of the FY2022 Land Information Plan. The applicant provides specific examples that clearly explain how the project addresses specific goals and objectives in the Land Plan. If the proposed grant applies to an MSDI theme, the applicant demonstrates a knowledge and understanding of that theme. (0-50 points)

(Reviewer Only)

Meets Land Information Plan Defined Grant Priority (0-50 Points) *(Reviewer Only)*

Part 04: Public Benefit

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**
4. **Exception: This section is not required for GIS Project Planning applicants and applicants with the sole purpose of collecting new survey control data.**

Is the proposed project for GIS Project Planning applicants and applicants with the sole purpose of collecting new survey control data?

- Yes
 No

Public Benefit

This 2022 MLIA proposal is designed to have widespread public benefit in that it will assist RIS/CEIC in providing accurate, timely data layered with place-specific information on economic opportunities in Montana to investors and the public. The pilot will allow the development of a single point of contact for business and investment opportunities in every area of Montana in a standardized, easy to use platform.

The proposal is intended to improve the quality and efficiency of business processes with the goal of more effectively marketing economic development opportunities, attracting investment, creating good paying jobs, and increasing economic development activity. The work of RIS/CEIC/IDP is greatly enhancing the land information of every administrative entity in Montana (District, Place, City, County, Tribe etc.) and government agencies at every level. Take for example the voting district boundary project that was the subject of our 2019 MLIA grant. When complete, this project provided updated electronic voting district boundary maps of all 56 Montana counties. This represents a major improvement for many counties that heretofore had only very limited voter precinct information that in many instances consisted of old, inaccurate, and difficult to replicate paper copy maps that were not digitized. The most recent 2020 MLIA grant received by the RIS Bureau is allowing CEIC to effectively disseminate data soon to be released from the 2020 Decennial Census and a multitude of other sources. The improved database will allow us to accomplish data requests tasks with faster turn-around times and provide the user with customizable data displays and downloadable products.

This 2022 MLIA proposal is designed to have widespread public benefit in that it will assist RIS/CEIC in providing accurate, timely data layered with place-specific information on economic opportunities in Montana to investors and the public. The pilot will allow the development of a single point of contact for business and investment opportunities in every area of Montana in a standardized, easy to use platform.

The proposal is intended to improve the quality and efficiency of business processes with the goal of more effectively marketing economic development opportunities, attracting investment, creating good paying jobs, and increasing economic development activity.

SCORING: PUBLIC BENEFIT - 100 TOTAL POINTS

EXCEPTION: This section is not required for applicants with the sole purpose of collecting new survey control data or proposing a GIS project planning grant. Assign full credit in this category for those applications.

(Reviewer Only)

The applicant's proposal demonstrates how the proposal will benefit a specific MSDI theme; enhance the land information needs of multiple agencies and across jurisdictions; and/or benefits the citizens of Montana. (0-100 points)

1. *The proposed project describes how it will benefit at least one other agency across departments; for example, a county project benefits public works, the sheriff's office, and planning department. The proposed project describes how it will benefit multiple cross-jurisdictional agencies. For example, a county project may also benefit the Forest Service, BLM, and a tribal government entity;*
2. *If applicable, the proposal clearly describes how it will benefit an MSDI theme;*
3. *The proposed project demonstrates public benefit to the citizens of Montana.*

(Reviewer Only)

Public Benefit (0-100 Points) (Reviewer Only)

Part 05: Project Management

Primary Project Manager Contact Information

Salutation

Ms.

Primary Project Manager Name

Mary Craige

Primary Project Manager Title

Bureau Chief

Primary Project Manager Organization

Montana Department of Commerce

Primary Project Manager Email Address

mary.craige@mt.gov

Primary Project Manager Phone Number

406-841-2742

Secondary Project Manager

Salutation

Mr.

Secondary Project Manager Name

Tom Kaiserski

Secondary Project Manager Title

Industrial Development Program Manager

Secondary Project Manager Organization

Montana Department of Commerce

Secondary Project Manager Email Address

tkaiserski@mt.gov

Secondary Project Manager Phone Number

406-841-2034

Organizational Capability

In this section, please demonstrate the organization's past record of performance with similar projects; the ability to implement the methodology described in the scope of work; and the organization's capability to support and sustain the project.

Organizational Capability

In FY2017, CEIC was awarded and successfully completed an MLIA grant for the CEIC Census Designated Places Update. CEIC identified the need to update Census Designated Places (CDPs) across the state because many of the populated places in Montana were not represented with census boundaries and therefore detailed economic and demographic data is not available for these areas.

During this FY2017 project, CEIC collected 254 comments using a crowdsourced story map, phone calls, emails, GoToMeeting sessions and by attending conferences. A total of 43 counties were involved in the process; 311 new CDPs and updates to 14 current CDPs were suggestions to the U.S. Census Bureau. The CEIC Census Designated Places Update FY2017 grant concluded on November 16, 2016 and the final report was submitted to MSL the following day. Former CEIC staff member Leslie Zolman presented a brief overview of the successful project to MLAC on November 18, 2016. The project was such a success that the U.S. Census Bureau used the project scope to develop in-house training for staff.

In FY2019, CEIC was awarded and successfully completed the MLIA FY2019 Voting District Project - Census 2020. The project resulted in voter district boundaries updated and mapped for all 56 Montana counties (the first time ever), submitted to the US Census Bureau by the end of the project in June 2019, and within the \$9,600 budget. RIS/CEIC has successfully created a data base design under a MLIA 2020 award and will have the project fully closed out by June 30,2021. The new website based on this design is expected to be live in March 2021 and will provide a host of tools and products for demographic, economic and government research related to Montana.

ORGANIZATIONAL CAPABILITY

The applicant demonstrates the organization's past record of performance with similar projects; the ability to implement the methodology described in the scope work; and the organization's capability to support and sustain the project.

(Reviewer Only)

Organizational Capability (0-25 Points) (Reviewer Only)

Project Management

In this section, the applicant must demonstrate the defined project managers', key personnel's, and funding partners' adequate skills, qualifications, and experience for the defined project. And the following, if applicable, must be demonstrated.

1. Management Plan -- The applicant must demonstrate how the defined project manager—not the hired consultant—will manage the entire project, including meeting the mandatory reporting requirements, communicating with the State Library, fulfilling data requirements, and managing all hired consultants.
2. Financial Management -- Applicant provides a contact and a copy of the official invoice document for their respective organization in a .pdf format. (uploaded below)
3. Past Record of Performance -- The applicant must demonstrate the defined project managers' GIS project management experience, grant management experience, and (if applicable) consultant management experience. The applicant must provide concrete examples of each and explain how the experience gained in those projects relates to the current proposal.
4. Hiring a Consultant (if applicable) -- The applicant must describe the plans to hire a consultant and the procurement process for acquiring these professional services.

Project Management

Mary Craigle is the Bureau Chief of the Montana Department of Commerce RIS/CEIC and the Montana State Data Center Lead. Mary is also, through Governor appointment, the U.S. Census Bureau non-partisan redistricting liaison and the Census 2020 Governor's Liaison for Montana. Mary will be the project manager and oversee the project schedule, employees, contractors, budget and reporting. Tom Kaiserski is the Industry Development Program Manager and along with Business Development Specialist Kristian Richardson will manage day to day interactions with Certified Regional Development Corporations and the Opportunity Exchange.

In FY2017, CEIC was awarded and successfully completed an MLIA grant for the CEIC Census Designated Places Update. CEIC identified the need to update Census Designated Places (CDPs) across the state because many of the populated places in Montana were not represented with census boundaries and therefore detailed economic and demographic data is not available for these areas.

During this FY2017 project, CEIC collected 254 comments using a crowdsourced story map, phone calls, emails, GoToMeeting sessions and by attending conferences. A total of 43 counties were involved in the process; 311 new CDPs and updates to 14 current CDPs were suggestions to the U.S. Census Bureau. The CEIC Census Designated Places Update FY2017 grant concluded on November 16, 2016 and the final report was submitted to MSL the following day. Former CEIC staff member Leslie Zolman presented a brief overview of the successful project to MLIA on November 18, 2016. The project was such a success that the U.S. Census Bureau used the project scope to develop in-house training for staff.

In FY2019, CEIC was awarded and successfully completed the MLIA FY2019 Voting District Project - Census 2020. The project resulted in voter district boundaries updated and mapped for all 56 Montana counties (the first time ever), submitted to the US Census Bureau by the end of the project in June 2019, and within the \$9,600 budget. RIS/CEIC has successfully created a data base design under a MLIA 2020 award and will have the project fully closed out by June 30, 2021. The new website based on this design is expected to be live in March 2021 and will provide a host of tools and products for demographic, economic and government research related to Montana.

Project Management:

- a. The applicant must demonstrate adequate skills, qualifications, and experience for the defined project managers, key personnel, and funding partners.
- b. Financial Management - Applicant provides a contact and a copy of the official invoice document for their respective organization in a .pdf format.
- c. Management Plan -- The applicant demonstrates how the defined project manager—not the hired consultant—will manage the entire project, including meeting the mandatory reporting requirements, communicating with the State Library, fulfilling data requirements, and managing all hired consultants.
- d. Past Record of Performance -- The applicant must demonstrate the defined project managers' GIS project, grant, and, if applicable, consultant management experience. The applicant must provide concrete examples of each and explain how the experience gained in those projects relates to the current proposal.
- e. Hiring a Consultant -- If applicable, the applicant must describe the plans to hire a consultant and procurement process for acquiring professional services. If a consultant has been hired, applicant must identify the consultant, define the amount of time, identify key personnel, and the consultant's procured services and work completed relevant to the proposal.

(Reviewer Only)

Project Management (0-75 Points) (Reviewer Only)

Identified Consultant Information

If the applicant plans has hired and is under contract with a consultant who will perform work on the project, please select "yes" and complete the fields that appear below.

Has the applicant hired a consultant to perform work on the proposed project?

- Yes
 No

Invoicing Methodology

In order for the Montana State Library to distribute awarded grant funds for incurred authorized project costs, the MLIA Grant Award Recipient must invoice the Montana State Library for reimbursement. The applicant must provide a sample, in PDF format, of the applicant's official invoice document.

Please attach sample invoicing documents
MLIA_2019 grant reimbursement request

AGENCY'S FINANCIAL CONTACT

Salutation



Ms.

Financial Contact Name

Jo Morand

Financial Contact Title

Operations Manager

Financial Contact Organization

Montana Department of Commerce

Financial Contact Email Address

JMorand@mt.gov

Financial Contact Phone Number

406.841.2798

Part 06: Project Sustainability

Project Sustainability

Sustainability is one of the key pillars of the Montana Land Information Act's purpose. In this section, the applicant must demonstrate future project sustainability and include a plan for long-term funding and future enhancements. Please explain how the project will be maintained in the long term, including staffing and funding plans and reducing dependencies on MLIA funding. If the grant proposal has identified improving an existing MSDI data layer, please explain how the applicant will coordinate with the Montana State Library to ensure the information will be made available. Explain any projected future enhancements that may require additional third-party funding.

Project Sustainability Narrative

The pilot will be successful if one project receives \$300,000 in funding because of this platform

Future funding: If this pilot shows the return we hope for from investors, continued funding support could be built into sustaining the cost of continuing from the following areas. A few ideas:

- A fee for use of the platform by the CRDCs / E.Ds in their assistance of companies
- An administrative fee as part of the investment for brokering deals

SCORING: PROJECT SUSTAINABILITY - 100 TOTAL POINTS

The applicant must demonstrate future project sustainability. (0 – 100 points)

- This must include future enhancements and a plan for long-term staffing for the continued maintenance of the deliverables created with MLIA grant funds.*
- The application must explain funding plans and plans for reducing dependencies on MLIA funding.*
- If the grant proposal has identified improving an MSDI data layer, the proposal should explain how the applicant will coordinate with the Montana State Library to ensure the integration into the statewide framework layers.*

(Reviewer Only)

Project Sustainability (0-100 Points) (Reviewer Only)

Part 07: Grant Accountability

Renewable Grant Accountability

The applicant must identify all awarded MLIA Grants to their organization. All MLIA grants awarded to the applicant's governmental entity/agency must be accounted for. State government applicants must only report for their respective agency. Performance on previously awarded MLIA grant projects will be taken into consideration in the final prioritization. Please consult the following resources to research previously awarded grants:

– For a detailed listing and interactive map of the previously awarded MLIA Grants - https://geoinfo.msl.mt.gov/Awarded_MLIA_Grants

Did the applicant receive an MLIA grant in fiscal year 2021?

- Yes
- No

Fiscal Years 2017-2020 MLIA Grant Cycles

Please indicate whether or not the applicant was awarded any MLIA grants during state fiscal years 2017-2020. 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 2020?

- Yes
- No

FY 2020 MLIA Grant Project Title

FY2020 CEIC Database Design Project – Census 2020 grant

FY 2020 MLIA Grant Summary

For FY2020 CEIC was awarded and has fully expended a \$5,386 grant to complete a database design as specified in the MLIA FY2020 Database Design Project - Census 2020. CEIC is currently working with MSL staff to closeout this grant by the June 30, 2021 end date.

Did the applicant receive an MLIA grant in fiscal year 2019?

- Yes
- No

FY 2019 MLIA Grant Project Title

FY2019 CEIC Voting District Project – Census 2020 grant

FY 2019 MLIA Grant Summary

For FY2019 CEIC was awarded and is currently completing the MLIA FY2019 Voting District Project - Census 2020. Temporary RIS/CEIC employee Duane Lund is doing the voting district update work and the project is proceeding as planned and it's expected that voter district boundaries will be updated for all 56 Montana counties, submitted to the US Census Bureau by the end of the project in June 2019 and within the \$9600 budget.

Did the applicant receive an MLIA grant in fiscal year 2018?

- Yes
- No

Did the applicant receive an MLIA grant in fiscal year 2017?

- Yes
- No

FY 2017 MLIA Grant Project Title

FY2017 CEIC Census Designated Places Update grant

FY 2017 MLIA Grant Summary

In FY2017 CEIC was awarded and successfully completed an MLIA grant for the CEIC Census Designated Places Update. CEIC identified the need to update Census Designated Places (CDPs) across the state because many of the populated places in Montana were not represented with census boundaries and therefore detailed economic and demographic data is not available for these areas.

During this FY2017 project CEIC collected 254 comments using a crowdsourced story map, phone calls, emails, GoToMeeting sessions and by attending conferences. A total of 43 counties were involved in the process; 311 new CDPs and updates to 14 current CDPs were suggestions to the U.S. Census Bureau. The CEIC Census Designated Places Update FY2017 grant concluded on November 16, 2016 and the final report was submitted to MSL the following day. Former CEIC staff member Leslie Zolman presented a brief overview of the successful project to MLAC on November 18, 2016. The project was such a success that the U.S. Census Bureau used the project scope to develop in-house training for staff.

Part 08: Project Authorization

Authorization Statement

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 we are committed to funding our 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.

I authorize 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.

Please read the above statement and accept the following terms:

- Acknowledgment that I have read and accept the Terms and Conditions contained in this online application
- Acknowledgment that the applicant understands that the MLIA grant program is funded using State funds and does not involve any federal funding.
- Acknowledgment that the applicant has read the FY 2022 Montana Land Information Plan.
- Acknowledgment that the applicant understands that the purchasing of supplies or acquisition of contractual services may be subject to local or state procurement laws, and the applicant agrees to comply with any applicable laws, rules, and regulations governing the procurement of supplies or contractual services for their grant project.

Please type First and Last Name

Jenny Pelej

Date Signed

3/1/2021

Additional Documents

MLIA Proposed Survey Control Point Collection Form - https://docs.msl.mt.gov/MLIAC/FY2022/PLSSForm_MLIA_FY2022.zip

Please provide any additional uploads such as maps or other forms

Additional Upload

Applicants proposing projects for the sole purpose of collecting new survey control data must include a completed MLIA Proposed Survey Control Point Collection form. Please indicate whether or not the proposed project is a PLSS/survey control project. If it is, please attach the required form. After selecting "yes," you will see a field appear where you can upload the form.

Is the proposed project a PLSS/survey control project?

- Yes
- No

SCORING: SCOPE OF WORK - 100 TOTAL POINTS

Please review the Performance Plan Section, then come back and complete the following scoring: (Reviewer Only)

Goals and Objectives (0-30 Points) (Reviewer Only)

Tasks or Activities (0-30 Points) (Reviewer Only)

Project Scheduling (0-40 Points) (Reviewer Only)

SCORING: BUDGET JUSTIFICATION & BUDGET TABLES - 100 POINTS TOTAL

Please review the Budget Section, then come back and complete the following scoring: (Reviewer Only)

Budget Narrative (0-45 Points) (Reviewer Only)

Budget Tables (0-45 Points) (Reviewer Only)

Matching Funds (0-10 Points) (Reviewer Only)

Budget

Proposed Budget Summary

Expense Budget

	Grant Funded	Non-Grant Funded	Total Budgeted
Personnel			
Kristian Richardson	\$0.00	\$25,600.00	\$25,600.00
Subtotal	\$0.00	\$25,600.00	\$25,600.00
Contractual			
Opportunity Exchange	\$60,000.00	\$0.00	\$60,000.00
Subtotal	\$60,000.00	\$0.00	\$60,000.00
Total Proposed Cost	\$60,000.00	\$25,600.00	\$85,600.00

Revenue Budget

	Grant Funded	Non-Grant Funded	Total Budgeted
Grant Funding			
Award Requested	\$60,000.00		\$60,000.00
Subtotal	\$60,000.00		\$60,000.00
Non-Grant Funding			
Cash Match		\$0.00	\$0.00
In-Kind Match		\$25,600.00	\$25,600.00
Subtotal		\$25,600.00	\$25,600.00
Total Proposed Revenue	\$60,000.00	\$25,600.00	\$85,600.00

Proposed Budget Detail

See attached spreadsheet.

Proposed Budget Narrative

Personnel

Eligible Projects Costs: Enter the total amount in the "Direct Cost" field (Direct Cost = Grant Funded + Cash Match + In-Kind Match). Change "Non-Grant Funded" to "Yes". Enter in your Match Dollar Amount. The "Grant Funded" is your requested MLIA funds. See the Guidelines for more information.

Kristian Richardson

RIS/CEIC/IDP will dedicate 15% of Business Development Specialist Kristian Richardson's time over the two-year period to manage the communication with the 11 CRDCs, receiving project info from the CRDC's and uploading it to the Opportunity Exchange web platform.

Contractual

Eligible Projects Costs: Enter the total amount in the "Direct Cost" field (Direct Cost = Grant Funded + Cash Match + In-Kind Match). Change "Non-Grant Funded" to "Yes". Enter in your Match Dollar Amount. The "Grant Funded" is your requested MLIA funds. See the Guidelines for more information.

Opportunity Exchange

Contract with the Opportunity Exchange for a two-year statewide subscription to utilize its online project / investor match-making platform

Performance Plan

Proposed Performance Plan

Project Scope of Work

Goal Name	Goal Type	Goal Details
Goal 1:	Milestone	Due Date 09/04/2021
Objective 1.1	Milestone	Due Date
Task 1.1.1	Milestone	Due Date
Task 1.1.2	Milestone	Due Date
Task 1.1.3	Milestone	Due Date
Task 1.1.4	Milestone	Due Date
Task 1.1.5	Milestone	Due Date
Task 1.1.6	Milestone	Due Date
Goal 2	Milestone	Due Date 11/06/2021
Objective 2.1	Milestone	Due Date
Task 2.1.1	Milestone	Due Date
Task 2.1.2	Milestone	Due Date
Task 2.1.3	Milestone	Due Date
Task 2.1.4	Milestone	Due Date
Goal 3	Milestone	Due Date 06/30/2023
Objective 3.1	Milestone	Due Date
Task 3.1.1	Milestone	Due Date
Task 3.1.2	Milestone	Due Date
Task 3.1.3	Milestone	Due Date
Goal 4	Milestone	Due Date 06/30/2023
Objective 4.1	Milestone	Due Date
Task 4.1.1	Milestone	Due Date
Task 4.1.2	Milestone	Due Date
Task 4.1.3	Milestone	Due Date
Task 4.1.4	Milestone	Due Date

Project Deliverables

Goal Name	Goal Type	Goal Details
Deliverable for Commerce CRDC Pilot	Milestone	Due Date 06/30/2023

Proposed Performance Narrative

Project Scope of Work

Please add and explain your project goals, objectives, and tasks in this section. To add a new goal, objective, or task, click on the "Add Goal" link. Each new item added is considered a "goal" in the AmpliFund system, so it is important that each goal, objective, or task is labeled carefully and clearly identified as either a goal, objective, or task. The following format is required for labeling goals, objectives, and tasks: a. All goals must be numbered, e.g.: "Goal 1: Submit FY2022 MLIA Grant Application." Project goals should be broad and provide a general statement of the project purpose. Each goal should have at least one measurable objective. b. All objectives must be numbered and include their overarching goal, e.g.: "Objective 1.1: Complete All Grant Application Forms." Each project objective should describe a specific outcome of the project and explain when that outcome will be achieved. Each objective should have at least one measurable task. c. All tasks must be numbered in order and include their overarching goal and objective, e.g.: "Task 1.1.1: Complete the Applicant and Project Information Form of the Application." 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 and a deadline for when the task will be completed. It is important to choose a "goal type" that best suits the Goal, Objective, or Task that you are trying to accomplish. For example, defining a Task to purchase software should be defined as a Milestone "goal type," and a relevant purchase date should be entered. Another example, would be defining a Goal for digitizing all road centerlines in a county, which could be defined in number of road miles. In that case, a Numeric "goal type" would be chosen and the number of possible road miles entered. The Montana State Library must approve all deliverables and reports prior to releasing final grant reimbursement. Therefore, the project proposal must reflect all goals, objectives, tasks, final deliverables, final reports, and final invoicing to be completed no less than 10 business days before June 30, 2022.

Goal 1:

Subscribe to the GIS-based platform offered by the Opportunity Exchange as a sole source service provider (First milestone to be completed by IDP staff by the first week of September 2021)

Objective 1.1

Execute a two-year contract between MDOC and the Opportunity Exchange

Task 1.1.1

Prepare and execute a sole source justification for choosing a single supplier after reviewing possible competitor.

Task 1.1.2

Draft an ITPR for use of the product for SITSD review.

Task 1.1.3

Upon approval of the ITPR, RIS drafts a contract covering two-years.

Task 1.1.4

Review and finalization of contract by Commerce legal staff.

Task 1.1.5

Submit draft contract to Opportunity Exchange for review and finalize.

Task 1.1.6

RIS enter final contract into Grants.gov system for execution.

Goal 2

Work with CRDC's to obtain project info and work with the Opportunity Exchange to provide training to IDP staff on how to upload, edit and revise project information to the online platform. (Second milestone to be completed by IDP working with CRDC and Opportunity Exchange staff by the first week of November 2021)

Objective 2.1

IDP staff to upload CRDC project info into online site.

Task 2.1.1

Conduct meetings with CRDCs to identify projects to be presented on the Internet platform.

Task 2.1.2

IDP design a draft plan and site design to the CRDC's for review.

Task 2.1.3

On approval by CRDC, IDP obtains project data from CRDC for upload to the Internet portal.

Task 2.1.4

Work with Opportunity Exchange to assure project data is properly uploaded, displayed and maintained.

Goal 3

CRDCs provide updates on project info to IDP staff throughout the term of the project (Third milestone ongoing)

Objective 3.1

IDP staff to work with CRDCs to update and revise project info as needed and track investment activity / project development.

Task 3.1.1

IDP to work with the CRDCs on investment and project tracking process that ensures evaluation of the platform to complement the analytics included in the Opportunity Exchange product.

Task 3.1.2

IDP receives investment and project information updates from CRDCs.

Task 3.1.3

IDP monitors Opportunity Exchange tracking analytics and summarize those findings in written report format.

Goal 4

Meet all grant requirements (Fourth Milestone to be complete by the first week of May 2023).

Objective 4.1

Submit quarterly update reports and final report to the Montana State Library.

Task 4.1.1

Submit quarterly update reports to the Montana State Library according to the schedule set in the Statement of Work. Each report will include an update on each deliverable, any deviations from the timeline and any budget issues encountered along with a financial report.

Task 4.1.2

Prepare and present a report at the end of the first year of the pilot on the success of the platform in terms of investment attraction, usability, and maintenance.

Task 4.1.3

Prepare a final report to submit within 30 days of the completion of the project.

Task 4.1.4

Provide a brief update at the next MLIAC meeting following the completion of the project if time is available on the agenda.

Project Deliverables

Please clearly explain each deliverable resulting from the proposed project. To add a new deliverable, click on the "Add Goal" link. Each new item added is considered a "goal" in the AmpliFund system, so it is important that each deliverable is labeled carefully. In your description of each deliverable, please explain the specific project task(s) related to the deliverable and include a completion date for the deliverable. The Montana State Library must approve all deliverables prior to releasing final grant reimbursement. Therefore, the project proposal must reflect all final deliverables be completed no less than 10 business days before June 30, 2022.

Deliverable for Commerce CRDC Pilot

Final deliverables for this project include: 1. A process designed and implemented for featuring projects on the Opportunity Exchange platform. 2. A report summarizing the success of attracting investment for Montana economic development projects, the use of the Opportunity Exchange product, and the success of the process for developing, uploading and maintaining project information. 3. Available geographic layers on economic development projects to share on the state MLIA system.

Grant Reimbursement Request Invoice

From Grant Weeks Ending October

27, 2018 to June 21, 2019

Voting District Project - Census 2020

**Montana Land Information Act FY 2019
Grant MLIA_2019_03**

An Agreement Between:

**Montana Department of Commerce and
The Montana State Library**

Grant Reimbursement Invoice

The Montana Department of Commerce CEIC (contractor) is hereby submitting a grant reimbursement invoice for the hours worked by temporary employee Duane Lund on the voting district project as follows:

Week Ending	Hours Worked	Rate	Amount
11/3/18	13.50	\$29.98	\$404.73
11/17/18	10.00	\$29.98	\$299.80
11/24/18	2.50	\$29.98	\$74.95
12/1/18	10.50	\$29.98	\$314.79
12/8/18	5.00	\$29.98	\$149.90
12/15/18	5.50	\$29.98	\$164.89
1/12/19	6.50	\$29.98	\$194.87
3/2/19	3.00	\$29.98	\$89.94
3/9/19	3.00	\$29.98	\$89.94
3/16/19	3.00	\$29.98	\$89.94
3/23/19	5.00	\$29.98	\$149.90
3/30/29	8.50	\$29.98	\$254.83
5/25/19	18.00	\$29.98	\$539.64
5/31/19	30.00	\$29.98	\$899.81
6/14/19	12.00	\$29.98	\$359.76
6/21/19	15.7145	\$29.98	\$470.69
Total	151.7145	\$29.98	\$4,548.40

CEIC’s reimbursement request from 10/27/18 through 6/21/19 is \$4,548.40.

MLIA GRANT BUDGET SUMMARY					
	<i>MLIA Summary</i>	<i>Applicant Summary</i>			Total:
Category	MLIA Share	Applicant Cash	Applicant In-kind	Applicant Subtotal	<i>MLIA Share and Applicant Subtotal</i>
a. Personnel			\$ 3,972.82	\$ 3,972.82	\$ 3,972.82
a. 1. Fringe Benefits				\$ -	\$ -
b. Travel				\$ -	\$ -
c. Equipment				\$ -	\$ -
d. Supplies				\$ -	\$ -
e. Contractual	\$ 9,600.00			\$ -	\$ 9,600.00
f. Other				\$ -	\$ -
Total	\$ 9,600.00	\$ -	\$ 3,972.82	\$ 3,972.82	\$ 13,572.82