



Custer County GIS

Prepared by Custer County DES
for Montana State Library MLIA Grant Program FY 2023

Submitted by Cory Cheguis

Submitted on 02/24/2022 11:51 AM Mountain Standard Time

Opportunity Details

Opportunity Information

Title

MLIA Grant Program FY2023

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 Program Application Guidelines for more program information and instructions:
<https://docs.msl.mt.gov/MLIAC/FY2023/MLIAGrantProgramApplicationGuidelinesFY2023.pdf>

The MLIA Grant Program will be offering two training programs for MLIA grant applicants. One training will be held on January 25, 2022, at 1:30 p.m. to provide instruction on completing and submitting an application using the AmpliFund system. A second training will be held on January 28, 2022, at 9:00 a.m. to provide instruction on the nuts and bolts of writing a grant proposal. Registration is required for both training sessions. More details and registration information can be found at the following link:
<https://docs.msl.mt.gov/MLIAC/FY2023/MLIAGrantTrainingFlyer2022.pdf>

Prospective applicants are also encouraged to contact MLIA Grant Program staff for assistance with the grant application. Staff are available for one-on-one meetings with applicants to answer questions and provide guidance on completing the MLIA Grant Application. Please contact mliagrants@mt.gov for assistance.

Awarding Agency Name

Montana State Library

Agency Contact Name

Erin Fashoway

Public Link

<https://mt.amplifund.com/Public/Opportunities/Details/123802e0-eb1a-49ba-aef4-1804047fe225>

Is Published

Yes

Funding Information

Total Program Funding

\$250,000.00

Funding Sources

State

Award Information

Award Period

07/01/2022 - 06/30/2023

Award Announcement Date

5/16/2022

Award Type

Competitive

Capital Grant

No

Indirect Costs Allowed

No

Matching Requirement

Yes

Submission Information

Submission Window

01/13/2022 4:30 PM - 02/15/2022 5:00 PM

Submission Timeline Type

One Time

Submission Timeline Additional Information

<https://docs.msl.mt.gov/MLIAC/FY2023/MLIAGrantProgramApplicationGuidelinesFY2023.pdf>

Allow Multiple Applications

Yes

Technical Assistance Session

Technical Assistance Session

Yes

Session Date and Time

01/25/2022 1:30 PM

Conference Info / Registration Link

<https://docs.msl.mt.gov/MLIAC/FY2023/MLIAGrantTrainingFlyer2022.pdf>

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.

Additional Information

Additional Information URL

<https://docs.msl.mt.gov/MLIAC/FY2023/MLIAGrantTrainingFlyer2022.pdf>

Additional Information URL Description

The MLIA Grant Program will be offering two training programs for MLIA grant applicants. One training will be held on January 25, 2022, at 1:30 p.m. to provide instruction on completing and submitting an application using the AmpliFund system. A second training will be held on January 28, 2022, at 9:00 a.m. to provide instruction on the nuts and bolts of writing a grant proposal. Registration is required for both training sessions. More details and registration information can be found at the link above.

Prospective applicants are also encouraged to contact MLIA Grant Program staff for assistance with the grant application. Staff are available for one-on-one meetings with applicants to answer questions and provide guidance on completing the MLIA Grant Application. Please contact mliagrants@mt.gov for assistance.

Project Information

Application Information

Application Name
Custer County GIS

Award Requested
\$19,043.00

Cash Match Requirement
\$0.00

Cash Match Contributions
\$0.00

In-Kind Match Requirement
\$0.00

In-Kind Match Contributions
\$6,000.00

Total Award Budget
\$25,043.00

Primary Contact Information

Name
Cory Cheguis

Email Address
C.Cheguis@co.custer.mt.us

Address
1010 Main Street
Miles City, MT 59301

Phone Number
(406) 874-4024

Project Description

Part 01: Proposal Information

Proposal Information

Please see the MLIA Grant Program and Application Guidelines for more information about the MLIA Grant - <https://docs.msl.mt.gov/MLIAC/FY2023/MLIAGrantProgramApplicationGuidelinesFY2023.pdf>.

The applicant must identify one MLIA FY2023 Grant Priority that the proposed project will address. To read about all MLIA Grant Priorities, please read the [FY2023 MLIA Land Information Plan](#).

Identify Grant Priority

Support Geographic Information Systems for Public Safety, Emergency Management, Disaster and Emergency Services Operations, and Community Resilience Planning. ▾

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

Executive Summary

This project will improve the overall effectiveness of the Geographical Information System program for Custer County. The project will address several issues the County is facing including the need to collect inventory of critical infrastructure within Custer County using ArcGIS online and Collector app to create a data layer that is up to date and relevant. Emergency personnel have expressed a need for this data. At project end, Custer County Emergency Services and Custer County Road Department will have a data set that holds a inventory of all bridges, culverts, and cattle guards in Custer County. This project will benefit emergency services in the event of a flood or fire in identifying critical infrastructure within Custer County.

This project will directly advance the purpose of the Montana Land Information Act by increasing the County's GIS capabilities, standardizing procedures, and assuring land information is reliably collected, accurately maintained, and made accessible to the public. MLIA funding will allow the County to complete GIS layers that will help in identifying critical infrastructure in Custer County. The purposed project will provide (1) improved public safety and emergency response;(2) necessary equipment and staffing capabilities that will serve as a foundation for critical infrastructure in Custer County;(3) a reliable and sustainable GIS program.

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 [FY2023 MLIA Grant Program and Application Guidelines](#).

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

Name of Contact

Jason Strouf

Name of Agency

Custer County

Street Address

1010 main street

City

Miles City

Zip Code

59301

Contact Phone Number

406-874-3352

Statement of Support

Assurance letter MLIA GRANT

Do you have a second Funding Partner?

- Yes
 No

Part 03: Relevance

Relevance to the FY2023 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 [FY2023 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 project meets the MSDI priorities of the FY 2023 Montana Land Information Plan. It supports the GIS system, Public safety, emergency management, disaster and emergency services, and creating a resilient community against natural disasters. Custer County has created a GIS position within the county who works 1/2 time GIS and 1/2 time Disaster and Emergency Services. The County has been addressing database and update procedure shortcomings that previously impacted data's distributed accuracy, revision procedures and utility for emergency services. This project will continue to enhance and continue to improve the GIS program by addressing critical infrastructure for the county's emergency services in the event of a disaster into a data collection. The proposed project will create a data set for not only emergency services, but for the county to keep track of infrastructure in one place that can be utilized for the road department. Work by the county will include driving out on all 800 miles of county roads and collecting this data and putting it into GIS. This substantially improves the GIS data the county currently has and will improve the program the county is building by the investment they have already provided in hiring a in house dedicated GIS employee. As a rural county with a large service area , limited resources and workforce , inventory of critical infrastructure is critical for emergency services , and GIS capabilities are essential for providing accurate data and quick emergency response when infrastructure is impacted .Improving the types of information available will have significant benefits to emergency services and the county.

SCORING: RELEVANCE - 100 TOTAL POINTS

Meets Purpose of MLIA (Reviewer Only)

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)

Meets Land Information Plan Defined Grant Priority (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 one or more specific **MSDI themes**, including any theme-specific priorities as identified in the [FY2023 Land Information Plan](#);
2. Enhance the land information needs of multiple business workflows/initiatives, agencies, and/or jurisdictions; and
3. Benefit the citizens of Montana
4. *Exception: This section is not required for GIS Project Planning applicants or applicants with the sole purpose of collecting new survey control data.*

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

- Yes
 No

Public Benefit

The proposed project of collecting data and putting it into GIS can have many benefits to the public. The data collected will not only help emergency services but anytime Custer County upgrades any of this infrastructure it will be noted in GIS. If for example every other year a culvert keeps washing out from storm water, it can show there is a problem with that particular area, then hence coming up with a way to fix it for the long term saves the tax payers. Keeping record of all this infrastructure shows the community on the age of critical infrastructure. This project helps create a resilient community for emergency services.

SCORING: PUBLIC BENEFIT - 100 TOTAL POINTS

(Reviewer Only)

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)

(Reviewer Only)

The applicant's proposal demonstrates how the proposal will benefit one or more specific MSDI themes, including any theme-specific priorities identified in the FY2023 Land Information Plan; enhance the land information needs of multiple business workflows/initiatives, agencies, and/or jurisdictions; and benefit the citizens of Montana. (0-100 points)

1. *The proposal clearly describes how it will benefit one or more specific MSDI themes, including any theme-specific priorities identified in the FY2023 Land Information Plan;*
2. *The proposed project describes how it will enhance the land information needs of multiple business workflows/initiatives, agencies, and/or jurisdictions; 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;*
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
Custer County GIS Manager

Primary Project Manager Name
Cory Cheguis

Primary Project Manager Title
GIS Manager

Primary Project Manager Organization
Custer County GIS

Primary Project Manager Email Address
c.cheguis@co.custer.mt.us

Primary Project Manager Phone Number
406-874-4024

Secondary Project Manager

Salutation
Custer County Commissioner

Secondary Project Manager Name
Jason Strouf

Secondary Project Manager Title
Commissioner

Secondary Project Manager Organization
Custer County

Secondary Project Manager Email Address
j.strouf@co.custer.mt.us

Secondary Project Manager Phone Number
406-3352

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
The project will be a collaborative effort between County GIS manager, County Commissioners, County Road Department, Disaster and Emergency Services and City of Miles City. The county has dedicated staff to ensure all goals and objectives of this purposed project are met and the project is sustained beyond grant funds. All staff will be involved in data management and editing with be provided by the County GIS manager.

SCORING: ORGANIZATIONAL CAPABILITY (0-25 Points) (Reviewer Only)

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

The project will be a collaborative effort between County GIS manager, County Commissioners, County Road Department, Disaster and Emergency Services and City of Miles City. The county has dedicated staff to ensure all goals and objectives of this purposed project are met and the project is sustained beyond grant funds. All staff will be involved in data management and editing with be provided by the County GIS manager. Here below is a list of all the people involved in this project.

Project Manager: Cory Cheguis
County GIS Manager ,Cory Cheguis will serve as the project manager. Cory will be responsible for the overall coordination and direction of the project budget, schedule , and quality control. Cory will have time dedicated to meeting all goals and objectives.

Custer County Road Dept.

Road Manager Ward Weishadle will provide assistance throughout the project for ensuring all data is collected within Custer County. Ward has a great knowledge of all existing infrastructure in the county.

Custer County Commissioners-
County commissioners ,Jason Strouf, Keith Holmlund, and Kevin Krausz will be involved throughout the process and be engaged in implementing goals and objectives. Having the commissioners involved shows leadership commitment to the project and ensures longevity.

GIS Technician-

Cory Cheguis has recently started working for Custer County and is building the GIS program for the county. He has went through college and is currently expanding his knowledge in GIS and is just about finished with a college Certificate for GIS. He also works for emergency services part time and shows a true value in improving the county in any possible way.

SCORING: PROJECT MANAGEMENT (0-75 Points) (Reviewer Only)

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



Blank Claim Form

APPLICANT'S FINANCIAL CONTACT

Salutation

Custer County Budget Admin.

Financial Contact Name

Stacey Ketchum

Financial Contact Title

Budget Admin.

Financial Contact Organization

Custer County

Financial Contact Email Address

budget@co.custer.mt.us

Financial Contact Phone Number

406-874-3352

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 project will be a collaborative effort between County GIS manager, County Commissioners, County Road Department, Disaster and Emergency Services and City of Miles City. The county has dedicated staff to ensure all goals and objectives of this purposed project are met and the project is sustained beyond grant funds. All staff will be involved in data management and editing with be provided by the County GIS manager. The county has invested in a dedicated GIS Professional along with the program and advanced computer system to keep a GIS program in place. The county sees the more than the past and present, they are being ahead of most and are looking into the future by having a dedicated GIS person. This project will continually be updated in the future even beyond the expense of the purposed project budget. Keeping information current only improves the quality of the GIS program Custer County is creating.

SCORING: PROJECT SUSTAINABILITY - 100 TOTAL POINTS

(Reviewer Only)

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

- a. This must include future enhancements and a plan for long-term staffing for the continued maintenance of the deliverables created with MLIA grant funds.*
- b. The application must explain funding plans and plans for reducing dependencies on MLIA funding.*
- c. 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 of the previously awarded MLIA Grants - https://geoinfo.msl.mt.gov/Awarded_MLIA_Grants

Did the applicant receive an MLIA grant in fiscal year 2022?

- Yes
- No

Fiscal Years 2018-2021 MLIA Grant Cycles

Please indicate whether or not the applicant was awarded any MLIA grants during state fiscal years 2018-2021. 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 2021?

- Yes
- No

Did the applicant receive an MLIA grant in fiscal year 2020

- Yes
- No

FY 2020 MLIA Grant Project Title

enhance county capacity to improve and manage data

FY 2020 MLIA Grant Summary

Custer County purchased equipment to collect data for NG-911. Custer county hired KLJ to work on NG-911.

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

- Yes
- No

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

- Yes
- No

FY 2018 MLIA Grant Project Title

building a comprehensive GIS program

FY 2018 MLIA Grant Summary

Purchasing licenses to support NG911 for rural addressing

Part 08: Project Scope of Work, Budget Justification, and Application Authorization

This section of the application must be used to attach application forms completed outside of the AmpliFund system. Required templates may be downloaded in each subsection below.

Project Scope of Work and Budget Justification

Please complete the Scope of Work and Budget Justification template provided below and upload your completed document as a Microsoft Word document.

Link to template:

https://docs.msl.mt.gov/MLIAC/FY2023/MLIA_FY2023_ApplicationForms.zip

Please upload your completed Scope of Work and Budget Justification here as a Microsoft Word document.

MLIA BUDGET SCOPE OF WORK AND NAR.

Detailed Budget Table

Please complete the Detailed Budget Table template provided below and upload your completed table as both an Excel spreadsheet and as a PDF document.

Link to template:

https://docs.msl.mt.gov/MLIAC/FY2023/MLIA_FY2023_ApplicationForms.zip

Please upload an Excel version of your completed Detailed Budget Table here.

MLIA BUDGET WORKSHEET 2023 XSXSL

Please upload a PDF version of your completed Detailed Budget Table here.

MLIA BUDGET WORKSHEET 2023

Additional Information for PLSS Grants

MLIA Proposed Survey Control Point Collection Form - https://docs.msl.mt.gov/MLIAC/FY2023/PLSSForm_MLIA_FY2023.zip

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, as well as additional questions related to PLSS grants.

Is the proposed project a PLSS/survey control project?

- Yes
 - No
-

Additional Documents (optional)

Please provide any additional uploads such as maps or other forms that provide information about the project.

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 2023 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
Cory Cheguis

Date Signed
2/14/2022

SCORING: SCOPE OF WORK - 100 TOTAL POINTS

Please review the attached Scope of Work document, 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, the Detailed Budget Spreadsheet, and the attached Budget Justification Narrative, 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			
project management, Project Admin.	\$1,109.00	\$0.00	\$1,109.00
task 1.1.1	\$4,554.00	\$0.00	\$4,554.00
task 1.1.2	\$2,277.00	\$0.00	\$2,277.00
Task 3.1.1	\$1,138.50	\$0.00	\$1,138.50
task 3.1.2	\$1,138.50	\$0.00	\$1,138.50
Task.1.1.1	\$4,554.00	\$0.00	\$4,554.00
utilizing appropriate funds from existing budget for collecting data	\$0.00	\$6,000.00	\$6,000.00
Subtotal	\$14,771.00	\$6,000.00	\$20,771.00
Travel			
Travel	\$1,272.00	\$0.00	\$1,272.00
Subtotal	\$1,272.00	\$0.00	\$1,272.00
Equipment			
gps unit	\$1,000.00	\$0.00	\$1,000.00
Samsung tablet	\$1,000.00	\$0.00	\$1,000.00
Subtotal	\$2,000.00	\$0.00	\$2,000.00
Supplies			
GIS CREDITS	\$1,000.00	\$0.00	\$1,000.00
Subtotal	\$1,000.00	\$0.00	\$1,000.00
Total Proposed Cost	\$19,043.00	\$6,000.00	\$25,043.00

Revenue Budget

	Grant Funded	Non-Grant Funded	Total Budgeted
Grant Funding			
Award Requested	\$19,043.00		\$19,043.00
Subtotal	\$19,043.00		\$19,043.00
Non-Grant Funding			
Cash Match		\$0.00	\$0.00
In-Kind Match		\$6,000.00	\$6,000.00
Subtotal		\$6,000.00	\$6,000.00
Total Proposed Revenue	\$19,043.00	\$6,000.00	\$25,043.00

Proposed Budget Detail

See attached spreadsheet.

Proposed Budget Narrative

Personnel

Eligible Project 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.

Task.1.1.1

This will cover employee 1- to work on collecting data

task 1.1.1

This will cover employee 2 wages and fringe for collecting data

task 1.1.2

This will cover editing data and management

utilizing appropriate funds from existing budget for collecting data

This is the matching funds that will be used from the county. These will be approximately hours used from another budget to complete this project.

project management, Project Admin.

Project management, completing performance reports and budget reports related to this project.

Task 3.1.1

collect data from bridges, culverts, and cattle guards

task 3.1.2

create data layer in GIS from points collected of accurate data

Travel

Eligible Project 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. Please note that applicant travel will be reimbursed at the approved State of Montana rates published by the Department of Administration at https://doa.mt.gov/_docs/Travel/Travel_Information_Summary_Sheet_Jan_22.pdf See the Guidelines for more information.

Travel

costs of mileage at 2400 miles of county roads traveled.

Equipment

Eligible Project 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.

gps unit

purchase one new gps unit

Samsung tablet

Purchase 1 Samsung tablet to collect data on. Custer County will pay for Verizon connection.

Supplies

Eligible Project 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.

GIS CREDITS

GIS credits for analytics and storage

Performance Plan

Proposed Performance Plan

Project Deliverables

Goal Name	Goal Type	Goal Details
task 1.1.1	Milestone	Due Date 11/01/2022
Data Compile	Milestone	Due Date 03/01/2023
Close out grant	Milestone	Due Date 04/15/2023
get tablet	Milestone	Due Date 06/05/2022

Proposed Performance Narrative

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 that all final deliverables be completed no less than 10 business days before June 30, 2023. The Montana State Library considers any product of the project (e.g., code, database, training materials, maps, photos, video, etc.) to be a project deliverable. All deliverables must be provided to the State Library as evidence of project completion and must be made publicly available. Please note that a detailed Scope of Work must be uploaded in the Project Scope of Work, Budget Justification, and Application Authorization section of this application.

task 1.1.1

collection of all data 11/01/2022

Data Compile

Compile all data into GIS

Close out grant

close out grant with providing all information to the state library of maps and infrastructure .

get tablet

if awarded get tablet right away to start collecting data

MLIA SCOPE OF WORK & BUDGET JUSTIFICATION TEMPLATE

Goal 1. Support GIS for public safety, emergency management, disaster and emergency services operations

Objective 1.1 Collect Data

Task 1.1.1. Gather Data – Collect Data using ArcGIS field maps of all culverts, cattle guards, and bridges in Custer County.

-Completion Date: 11/01/2022

Task 1.1.2. GIS DATA IMPORT – Take all collected data and impute it into ArcGIS

-Completion Date: 03/01/2023

Objective 1.2. Data Management and editing

Task 1.2.1. Analytics – Have all data collected verified accurate and impute into ArcGIS

-Completion Date: 03/15/2023

Goal 2. Broaden the county's GIS Opportunities

Objective 2.1. Maintain County's ESRI ArcGIS account

Task 2.1.1. Maintain – Custer County will utilize this information collected to help build up a better GIS program. Custer County will maintain an AGOL account using the DES ArcGIS desktop for data management and collection. The GIS Manager will be the administrator, managing access, content, and privileges and security. The AGOL account allows maps and data to be created/shared with GIS Users.

-Completion Date: 04/15/2023

Goal 3. Enhance existing emergency response GIS System with additional data

Objective 3.1 – Improve data for emergency services

Task3.1.1- Collect all accurate data of county's critical infrastructure using Samsung tablet with ArcGIS field maps.

Task3.1.2- Put all data into layer- compile all data into a layer

Completion date- 04/15/2023

Goal 4. Enhance county capacity to improve and manage GIS data

Objective 4.1- Data management and equipment purchases

Task4.1.1 Purchase Equipment- Custer County will purchase 1 Samsung Tablet which will enhance the county's existing system by allowing staff to collect and input relevant data in real time, connecting to the ArcGIS system with Bluetooth capabilities.

Task 4.1.2-Purchase GPS – County staff will purchase 1 additional GPS unit(mapping grade) witch will link to Tablet, allowing for real time collection and layering by staff in locations of infrastructure.

Completion date: 08/01/2022

FY 2023 MLIA GRANT

Custer County GIS

BUDGET NARRATIVE:

The estimated total cost for this project is \$24,000. The application is requesting \$18,000 from MLIA grant funding. Custer County will provide \$6,000 in funding through in-kind and already appropriated funds through Disaster and Emergency Services budget.

It is important to note the importance of this project not only for Custer County, but South Eastern Montana. In addition to being at the center of a major transportation corridor including Interstate 94, the BNSF railway, Highway 12, and Highway 59, the county seat, Miles City, is a retail medical, professional services and financial hub for southeastern Montana. It is the center of a wagon wheel with spokes that stretch out and serve the outlying communities that surround it. There are several major items of critical infrastructure that exists in the county, one being The Montana Data Storage Center and another interconnects station on the power grid owned by Western Area Power Administration. Local emergency services are responsible for the protection of these major assets to critical infrastructure. Other critical infrastructure includes the Burlington Northern Santa Fe Railroad, Transco Railcar repair facility, Quala Wash railcar hazmat cleaning plant. Miles City also lies at the confluence of the Yellowstone and Tounge Rivers and has the highest amount of flood insurance policies in the state of Montana with more than 60% of the community lying in the floodplain. There is an imminent immanent risk of flooding due to ice jams in this community. The importance of being able to respond efficiently, effectively and fast to all emergencies that could affect critical infrastructure in paramount.

Considering that Custer County has one of the highest tax rates in Montana and a median household income of \$38,900, The county is contributing the maximum amount they can to this project, without significantly burdening their citizens.

Here is a description of the budget items.

PERSONEL

This will be a collaborate and continuing effort between Custer County GIS, disaster and emergency services, commissioners, and the county road department to provide accurate information. The following is a breakdown of all personal, estimated hours for project scope of work.

- Stacey Ketchum, Budget admin: 30 hours, \$1109.40(base wage and fringe)
- Cory Chegus, GIS manager: 400 hours, \$9108(base wage and fringe)

Kacie Woods, Road Department, 400 hours \$9108(base wage and fringe)

TRAVEL:

FY2023 MLIA Grant Application Scope of Work and Budget Narrative

Custer County will utilize a county owned vehicle for traveling the county roads and collecting data. There is estimated 2400 miles of travel collecting data for this project.

- $2400 \times \$0.53 = \$1,272$

Equipment

- The county will purchase 1 new Samsung Tablet at \$1,000 (does not include cellular/wireless connect costs and county will cover cost) and 1 GPS unit at \$1,000

Other

- GIS CREDITS —\$1,000

CONTRACTUAL

- None

MLIA GRANT DETAILED BUDGET TABLE

Tasks	Category Type	Funding Source	Hours	Rate	Cost
Task 4.1.1 - Purchase Samsung Tablet for collecting Data	Equipment	MLIA Grant Funds			\$ 1,000.00
Task 4.1.2-Purchase GPS	Equipment	MLIA Grant Funds			\$ 1,000.00
Task 1.1.1- Collect Data by using GIS Field Maps	Personnel (incl.	In-Kind			\$ 6,000.00
Task1.1.1- collect Data by using Gis Field Maps	Personnel (incl.	MLIA Grant Funds	160	\$ 28.46	\$ 4,554.00
Task 1.1.1- employee 2 wages for collection of DATA	Personnel (incl.	MLIA Grant Funds	160	28.46	\$ 4,554.00
Task 1.1.2- Input collected Data into ArcGIS	Personnel (incl.	MLIA Grant Funds	80	28.46	\$ 2,277.00
Task3.1.1- Imput collected Data into Arc GIS	Personnel (incl.	MLIA Grant Funds	40	28.46	\$ 1,138.50
Task 3.1.2- Layer DATA	Personnel (incl.	MLIA Grant Funds	40	28.46	\$ 1,138.50
Task1.1.1- collect Data by using Gis Field Maps	Travel	MLIA Grant Funds			\$ 1,272.00
Task2.1.1-maintain countys GIS Program	Supplies & Mate	MLIA Grant Funds			\$ 1,000.00
Project Management	Personnel (incl.	MLIA Grant Funds			\$ 1,109.00
		Totals:		X	



Custer County Commission

County of Custer

1010 Main Street, MILES CITY, MONTANA 59301

Dear MLIA Review Committee ,

Custer County is committed to providing in-kind matching funds in the amount of \$6,000 for the recently submitted grant application for critical infrastructure inventory funds in the amount of \$19,043. The total anticipated project cost is \$25,043.40 and Custer County has the funds committed, unencumbered and readily available. Creating a resilient community against natural disaster in Custer County by mapping all critical infrastructures is a priority. Custer County is proud to have created its own GIS service at the county level to serve the public. This saves a tremendous amount of money for the tax payers instead of using a private contractor to complete these projects. Please consider this a letter of assurance in our commitment in completing the purposed project.

Sincerely,

Jason Strouf
Chairman
Custer County Commission

X

Custer County Commissioner Kevin Krausz

X *Kevin Krausz* 2/15/22

Custer County Commissioner Keith Holmlund

X *Keith Holmlund* 2-15-22



CUSTER COUNTY
1010 Main St
Miles City, Montana 59301

CLAIM SHEET

VENDOR	DEPARTMENT	CLAIM DATE
quad k supply 219 s 5th street MILES CITY MT 59301	FIRE	1/5/2021

INV#	DATE	DESCRIPTION	ACCOUNT NUMBER	Init	AMOUNT
62083	11/30/21	CLEANING SUPPLIES NEW HALL	2340.140.420400.211		\$45.00
	12/08/21	CLEANING SUPPLIES/TOILET PAPER	2340.140.420400.211		\$109.99

VENDORS TAX ID NUMBER	COUNTY CLERK	TOTAL
X	X	\$154.99
VENDORS SIGNATURE	COUNTY COMMISSIONERS	
X	X	

Please Attach All Invoices and Statements
ALL BILLS MUST BE IN THE HANDS OF THE ACCOUNTS PAYABLE CLERK by 12:00 pm Wednesday