

MONTANA LAND INFORMATION GRANT APPLICATION

STATE FISCAL YEAR 2020

GREAT FALLS-CASCADE COUNTY, MT



Preparing Great Falls-Cascade County
For Next Generation 9-1-1

February 15, 2019

APPLICATION FOR MLIA GRANT FUNDING

SECTION 1 – APPLICANT, PARTNER, AND PROPOSAL INFORMATION

Primary Applicant Contact Information <i>(Please fill this section out in its entirety)</i>	
Name of Agency/Entity:	Great Falls/Cascade County Public Safety Answering Point (PSAP)
Department:	City of Great Falls Police Department
Street:	3015 Airport Dr
City:	Great Falls
County:	Cascade
State:	MT
Zip Code:	59404
<i>Project Manager Contact Information:</i>	
Name:	Karen Young
Title:	PSAP Manager
Email Address:	kyoung@greatfallsmt.net
Phone Number:	406-455-8555
<i>Secondary Project Manager Contact Information:</i>	
Name:	Jeff Hedstrom
Title:	GIS Coordinator
Email Address:	jhedstrom@greatfallsmt.net
Phone Number:	406-455-8437
MLIA Grant Funding Request & Match:	
Total Requested MLIA Funds:	\$13,375
Total Matched Funds:	\$3,000

Proposal Information	
Date Submitted:	February 15, 2019
Identified Grant Priority:	Support Geographic Information Systems for Public Safety and Emergency Response
Annual or Multi-Year Proposal:	Multi-Year: First of a Three Year Project
Proposal Prepared By:	Karen Young
Short Title of Proposal:	Preparing Great Falls-Cascade County for NG9-1-1
<p>Executive Summary:</p> <p>The City of Great Falls (City) and Cascade County (County) are heading towards taking the necessary steps towards preparing their data for Next Generation 9-1-1 (NG9-1-1). The City and County are applying for MLIA funding to update GIS datasets to be compliant with NG9-1-1 and improve the data's accuracy. The final datasets will adhere to the National Emergency Number Association (NENA) NG9-1-1 GIS Standards.</p>	
List All Past Awarded MLIA Grants:	
N/A	

Fiscal Year 2020 Montana Land Information Act Grant Application Package

Funding Partners: <i>(required for each partner, copy box as needed)</i>	
Name of Contact:	Jeff Hedstrom
Name of Agency:	City of Great Falls
Street:	2 Park Drive South
City:	Great Falls
County:	Cascade
State:	MT
Zip Code:	59401
Contact Email Address:	jhedstrom@greatfallsmt.net
Contact Phone Number:	406-455-8437
Name of Contact:	Tom Mital
Name of Agency:	Cascade County
Street:	121 4th Street North #2H-I
City:	Great Falls
County:	Cascade
State:	MT
Zip Code:	59401
Contact Email Address:	tmital@cascadecountymt.gov
Contact Phone Number:	406-454-6727

SECTION 2 – RELEVANCE

The City of Great Falls (City) and Cascade County (County) are applying for MLIA funding to assist with the preparation to transition towards Next Generation 9-1-1 (NG9-1-1). The purpose of the requested funding is to improve the accuracy of public safety and emergency response GIS datasets and to comply with the National Emergency Number Association (NENA) NG9-1-1 GIS Standards. Digital Data Technology Inc. (DDTI) conducted an accuracy assessment that ran synchronization tests between the geographic information systems (GIS), Master Street Address Guide (MSAG) and Automatic Location Information (ALI) databases. The assessment identified an alarming amount of discrepancies and inconsistencies between the three datasets. Having the GIS, MSAG and ALI datasets in agreement is crucial to providing dispatchers with the information they need to correctly verify the location of a caller and provide proper emergency response. Currently, caller locations are provided by a system called Enhanced 911 (E-911), but the E-911 system is becoming increasingly difficult to use due to outdated emergency communication systems and databases. An outside consultant's assistance is needed to help synchronize the databases due to the size of the City and County (in square mileage and total population) and the lack of full-time GIS employees to perform these GIS-related tasks. The requested MLIA funds will supplement City/County funding over a three-year period to improve the accuracies between the databases. The increased data agreement will benefit the City, County, local emergency response personnel and the general public.

The proposed project meets the MDSI priority of "Support Geographic Information Systems for Public Safety and Emergency Response" as outlined in the FY 2020 Montana Land Information Plan. This priority indicates that NG9-1-1 is an impending concern for counties across Montana and one that is featured in this proposed project.

SECTION 3 – PUBLIC BENEFIT

The Great Falls/Cascade County Public Safety Answering Point (PSAP) falls under the management of the City of Great Falls and in partnership with Cascade County. The PSAP dispatches calls to the entire County including the City and two military bases. The PSAP also dispatches for portions of outlying areas for mutual aid and cross-over district boundaries into another county. It is critical to provide the most accurate information to dispatchers to correctly verify the caller's location and to ensure a timely emergency response. Inaccurate location information has resulted in misrouting and significant delays in anticipated arrival times. Local governments, dispatchers and, local emergency response personnel will benefit from having better accuracy in locations and address ranges while responding to emergency calls. The increased accuracy will greatly reduce errors when verifying the location of an emergency, streamlining the dispatching process to better serve the communities' needs.

The improvements to structure/address point and road centerline data from the proposed project will be coordinated with the Structures/Addresses and Transportation MSDI theme stewardships and the resulting data will be shared with the public through ArcGIS REST services, web applications and downloadable data. These improvements will ultimately improve the City/County's portion of the statewide MSDI datasets for road centerline and structure/address point datasets.

SECTION 4 – PROJECT MANAGEMENT AND ORGANIZATIONAL CAPABILITY

Project management will be overseen by Public Safety Answering Point (PSAP) Manager & 9-1-1 Director, Karen Young with support from City and County GIS staff. The City and County support for this project will include Jeff Hedstrom (City GIS Coordinator) and Tom Mital (County GIS & Addressing Coordinator). This project will be a collaborative effort between the 9-1-1 Center, City GIS staff, County GIS staff and the Consultant to execute a successful project. All dedicated staff will be involved in data management and editing of the data. Below are the list of personnel that will be involved in this project.

GREAT FALLS/CASCADE COUNTY PUBLIC SAFETY ANSWERING POINT (APPLICANT)

Karen Young (PSAP Manager & 9-1-1 Director – Project Manager)

The PSAP Manager, Karen Young will serve as the Project Manager. Karen started with the Great Falls Police Department in 1988 as a Dispatcher and was promoted to Dispatch Supervisor in 1996. In 2016, Karen was promoted to her current position, Great Falls/Cascade County PSAP Manager. Karen is extremely project oriented with her focus on creating and/or updating resources that will aid those working in, and serviced by, the 9-1-1 Center. While as a Dispatch Supervisor, one project undertaken was to update the 9-1-1 Center's street index guide, which gives the Dispatcher a quick reference of which responder covers what area. To accomplish this she studied the City and County maps and creating a word document that could be a ready resource. When promoted to PSAP Manager, she took a fresh look at the MSAG. Up to this point, the communities reflected the rural fire department response areas. With advancements in technology, specifically Active 9-1-1, this was no longer useful to the first responders. She made the decision was made to go through the current MSAG and updated the communities based on the ZIP code. To complete this extensive project she worked closely with the City and County GIS departments. As we move towards NG9-1-1, it is imperative that the mapping data is accurate and complete. This Imperative definitely makes data clean-up and improvements a project worth pursuing.

Karen has over 30 years of experience in the field of public safety specifically within Cascade County, which includes over 20 years of supervisory experience, a Bachelor of Science degree from Brigham Young University in Political Science and a Bachelor of Arts degree from the University of Great Falls in Accounting.

PROJECT PARTNERS

Jeff Hedstrom (GIS Coordinator – City GIS Support)

The City GIS Coordinator will serve as the Secondary Project Manager & City GIS Support throughout the NG9-1-1 project. Jeff has been the City of Great Falls GIS Coordinator for nearly 6 years. He is a native Montanan from Havre who graduated from Montana State University-Bozeman in 2012 with a Bachelor's of Science degree in Geographic Information Systems. He is currently pursuing a Masters of Professional Studies degree in Geographic Information Technology. He has over six years of professional GIS experiences and has led many projects with his team of 2 employees at the City. He has extensive knowledge and experience with GIS software, editing/data manipulation, database management and addressing/road naming standards. The City has recently in the last few years have been performing QA/QC, creating reports and managing data cleanup projects to ensure the City's GIS data is accurate and any omissions are eliminated. His office takes pride in ensuring the data they produce and edit regularly are an accurate representation of the data.

Tom Mital (GIS & Addressing Coordinator – County GIS Support)

The County GIS & Addressing Coordinator will serve as the County GIS Support throughout the NG9-1-1 project. Tom was the Cascade County GIS Administrator for 13 years before being promoted to GIS and Addressing Coordinator in 2016. My responsibilities include: 1) Maintaining the Cascade County GIS roads, driveways, structures and parcels geodatabase. 2) Creating and printing various Election, FEMA and Fire Districts maps. 3) Responsible for the Cascade County Zoning layer maintenance. 4) Assisting the Planning Division, Commissioners, Public Works and Sheriff's Departments with mapping requests as needed. 5) Update and product the Cascade County Rural Address System and Road Atlas map book. 6) GPS data collection for addressing, Public Works projects and parcel updates. 7) Answering various mapping, addressing and land ownership questions via the phone and in person.

He is proficient in the use of ESRI ArcGIS Desktop Advanced, ArcPad, ArcOnline, ArcGIS Publisher and the use of Trimble GPS devices.

Consultant (To Be Named Later)

The Consultant will be named after the Project Managers publish a Request for Information (RFI). The consultant will provide project assistance, project planning, coordination and GIS expertise to execute a successful project.

SECTION 5 – SCOPE OF WORK

For a successful implementation and completion plan of action, Great Falls-Cascade County propose the following Goals, Objectives and Tasks:

Goal 1: Transition the existing E-911 data into the NG9-1-1 framework.

The current E-911 GIS datasets for the City and County were developed between 1998 and 1999. There is no official record of data synchronization ever happening or any accuracy assessments performed comparing the three datasets (until the DDTI accuracy assessment that was funding by the Montana State Library in 2018). The ultimate goal is to create complete synchronization and achieve 97% or above accuracy between the three databases.

Objective 1.1 – Establish and build a NG9-1-1 framework.

Task 1.1: The City and County GIS Supports will work with the State theme stewards, NENA standards and Zuercher Technologies to establish the proper filed names, field types, etc. recommended for the new NG9-1-1 model.

Objective 1.2 – Transition the existing GIS data into the NG9-1-1 framework.

Task 1.2: The City and County GIS Supports will migrate the existing GIS data (structure/address points, road centerlines and emergency services boundaries, etc.) into the new NG9-1-1 data model. Using the functions within the GIS, the majority of the data will migrate straight over into the new model. Staff anticipates some data conversion will need to be performed. Any blank or new field types will be addressed in Objective 1.3.

Objective 1.3 – Conduct an audit of the migrated GIS datasets.

Task 1.3: Eliminate any duplications or omissions from the data as it relates to the new framework.

Task 1.4: Populate any missing information from fields being added that were not in the old E-911 datasets.

Goal 2: Review and reconcile the existing MSAG data and ALI against the GIS data

Once Goal #1 is complete, City and County GIS staff will work with the consultant. The intended timeline is for grant funds to be used for the City & County over a three year period to conform to NENA/NG9-1-1 standards, conduct synchronizations and build a self-sustainable model for performing annual assessments of the NG9-1-1 data in-house going forward.

Objective 2.1 – Initiate the RFI process and solicit a few different geospatial & GIS consultant services.

Objective 2.2 – Select a consultant service, and sign a contract agreement.

Objective 2.3 – Hold an on-site coordination meeting between the partners (City, County & consultant).

Objective 2.4 – Synchronize the GIS data, MSAG and ALI datasets.

Task 2.1: Coordinate with the consultant as the synchronization is progressing.

Task 2.2: Assist the consultant, when needed, as efforts to synchronize the GIS data are made using addressing/geocoding tools.

Task 2.3: To improve the accuracy of the databases, the consultant will coordinate with the MSAG Administrator (Karen Young) and the ALI Administrator (Century Link) to correct any errors/omissions.

Task 2.4: City and County GIS staff will coordinate to resolve, correct and eliminate errors.

Objective 2.5 – Generate a report that highlights major discrepancies between the datasets

Task 2.5: A report will be used to suggest future addressing projects for the Addressing Coordinators. The City and County are aware of several impending addresses but this report will highlight the not so obvious addressing misalignments. Some of these discrepancies can be resolved in Objective 2.6.

Objective 2.6 – Conduct field audits and verifications of the major discrepancies highlighted in Objective 2.5.

Task 2.6: Field verification is an important factor in addressing and potential address realignment. This process gives the Addressing Coordinator a chance to scope out the region, identify any missing structures and help identify misaligned addresses.

Goal 3: Distribute the GIS data to benefit more users (both public and private), via an online platform.

Objective 3.1 – Develop and continually update ArcGIS Online or other online data stores as a platform to distribute the data to benefit more users.

Objective 3.2 – Submit an interim digital dataset of structures/address points and road centerlines at the conclusion of Year 1 to the Structures and Transportation MSDI theme stewards.

PROJECT SCHEDULE

The project schedule will be implemented following the grant funds being awarded. The following is the project schedule:

Goal/Obj	Task	Jul-19	Aug	Sept	Oct	Nov	Dec	Jan-20	Feb	Mar	Apr	May	June
Goal 1: Transition the existing E-911 data into the NG9-1-1 framework.													
Objective 1.1:	Establish and build a NG9-1-1 framework.	■											
Objective 1.2:	Transition the existing GIS data into the NG9-1-1 framework.		■										
Objective 1.3:	Conduct an audit of the migrated GIS datasets.			■	■	■							
Goal 2: Review and reconcile the existing MSAG data and ALI against the GIS data													
Objective 2.1:	Initiate the RFI process and solicit a few different geospatial & GIS consultant services.	■											
Objective 2.2:	Select a consultant service, and sign a contract agreement.		■										
Objective 2.3:	Hold an o-site coordination meeting with the partners.					■							
Objective 2.4:	Synchronize the GIS data, MSAG and ALI datasets.					■	■	■	■	■	■		
Objective 2.5:	Generate a report that highlights major discrepancies between the datasets.										■		
Objective 2.6:	Conduct field audits and verifications of the major discrepancies highlighted in Objective 2.4.										■	■	
Goal 3: Distribute the GIS data to benefit more users (both public and private), via an online platform.													
Objective 3.1:	Develop and continually update ArcGIS Online or other online data stores												■
Objective 3.2:	Submit digital datasets to MSDI Theme Stewards												■

SECTION 6 – BUDGET JUSTIFICATION AND BUDGET TABLE

This proposed project is estimated to cost \$23,536. The City and County request **\$13,375 in MLIA funding** to be used to supplement the cost of the consultant service to assist the City and County to take the necessary steps to prepare their data for NG9-1-1. The remaining \$10,161 of the project costs will be provided by the City and County. The two partners have agreed in principal to provide \$3,000 in combined match funds and \$7,161 of in-kind personnel and supply costs.

Personnel

City of Great Falls and Cascade County GIS Support Staffs (GIS 1 & 2) will perform the in-house GIS analysis and editing. The PSAP Manager (PSAP) will perform the in-house grant administration, assist with transitioning the E-911 data and perform edits to the MSAG. The grant budget table estimates in-kind contributions of 148 hours by GIS Supports (74 hours for each GIS Support) and 59 hours by Project Manager/PSAP Manager.

The Consultant (to be named later) will contribute an estimated 211 hours performing synchronization edits and any assessment analysis needed in the 1st phase of this multi-year NG-9-1-1 project. The consultant service fee is estimated to be \$75 per hour.

Fiscal Year 2020 Montana Land Information Act Grant Application Package

The detailed objectives are listed below with the corresponding hours/costs and the assigned personnel.

GREAT FALLS-CASCADE COUNTY, MT – MLIA 2019-20						
GOAL/OBJECTIVE	IN-HOUSE ASSGMT	LABOR HOURS	IN-HOUSE BUDGET	CONSLT LABOR HOURS	CONSLT LABOR BUDGET	SUBT'L
Overall Grant Administration & Coordination	PSAP	20	\$600			
General supplies/copies	PSAP		\$50			
		20	\$650			\$650
1. E-911 data transition to NG9-1-1						
1.1 Build the NG9-1-1 framework.	GIS 1&2*	6	\$150			
1.2 Transition existing data to new model	GIS 1&2	16	\$400			
1.3 Conduct audit on migrated data	GIS 1&2	16	\$400			
	PSAP	4	\$120			
		42	\$1,070			\$1,070
2. Review/reconcile and synchronize the MSAG, ALI & GIS datasets						
2.1 Initiate RPI process	PSAP	10	\$300			
2.2 Select a consultant service	PSAP	2	\$60			
	GIS 1&2	4	\$100			
2.3: On-site coordination meeting with the partners	GIS 1&2	16	\$400			
	PSAP	8	\$240			
	CONSLT			8	\$600	
- Expenses (gas, mileage, lodging, per diem, etc.)	CONSLT				\$550	
2.4 Synchronize the GIS data, MSAG and ALI datasets	CONSLT			200	\$15,000	
	PSAP	15	\$450			
	GIS 1&2	60	\$1,500			
2.5: Generate Report with major discrepancies	CONSLT			3	\$225	
2.5: Conduct field verifications	GIS 1&2	16	\$400			
		131	\$3,450	211	\$16,375	\$19,635
3. Distribute the GIS data to benefit more users (both private and public), via an online platform.						
3.1: Develop and update ArcGIS Online or other online data storages	GIS 1&2	10	\$250			
3.2: Submit digital data	GIS 1&2	4	\$100			
		14	\$350			
SUBTOTALS			\$5,520		\$16,375	
Karen Young (PSAP)		59	\$1,770			
Jeff Hedstrom (GIS 1)		74	\$1,850			
Tom Mital (GIS 2)		74	\$1,850			
Consultant (CONSLT)				211	\$16,375	
Supplies			\$50			
Fringe Benefits			\$1,641			
GRAND TOTAL			\$7,161		\$16,375	\$23,536

* GIS 1&2 indicates that this is a combined effort between GIS 1 & 2 or City GIS Support and County GIS Support staff member.

MLIA GRANT BUDGET SUMMARY TABLE

MLIA GRANT BUDGET SUMMARY								
	MLIA Summary	Applicant Summary			Funding Partner Summary*			Total: MLIA Share, Applicant Subtotal, Partner Subtotal
Category	MLIA Share	Applicant Cash	Applicant In-kind	Applicant Subtotal	Cascade County	City of Great Falls	Partner Subtotal	
a. Personnel		\$1,500	\$1,770	\$3,270	\$1,850	\$1,850	\$3,700	
a. 1. Fringe Benefits			\$531	\$531	\$555	\$555	\$1,110	
b. Travel	\$550			\$550				
c. Equipment								
d. Supplies & Materials			\$50	\$50				
e. Contractual	\$12,825			\$12,825	\$1,500		\$1,500	
f. Other								
Total	\$13,375	\$1,500	\$2,351	\$17,226	\$3,905	\$2,405	\$6,310	

****Modify, add, or remove the funding partners column(s) as needed to define a clear budget***

SECTION 7 – LETTERS OF SUPPORT

CITY OF GREAT FALLS

Great Falls Police Department

112 1st Street South, Great Falls, MT 59401 (406) 771-1180



To: Whom it may concern
From: Chief Bowen
Date: Wednesday, February 6, 2019
Ref: MLIA Grant Application

This letter is intended to demonstrate support for the MLIA grant application. As the administrator for the Public Safety Answering Point here in Great Falls we are focused on providing the best possible service to the citizens that live in this area. As a combined city/county dispatch center we provide service to all first responders in public safety, emergency medical services, as well as emergency management personnel. Last year our communications center handled over 171,000 telephone calls which resulted in almost 75,000 calls for service by the agencies we serve here in Cascade County. The reason for our grant application is to promote interoperability and standardization with the data that we collect. Our goal is to support GIS for public safety and emergency response through Next Generation 9-1-1. This will help us as we utilize this information to help plan and mitigate natural or manmade disasters.

Outside of the funds provided by this grant, we would be unable to accomplish our goals. Although we do not have monetary resources set aside for this project, I would be willing to contribute \$1,500 in support of this application. As this is a joint application affecting all of Cascade County I trust that you find our application to be a priority.

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads 'David Bowen'.

Chief David Bowen
Great Falls Police Department



CITY OF GREAT FALLS

MAPPING & ADDRESSING DIVISION

P.O. Box 1521, Great Falls MT 59403
2 Park Drive South Room 8
(406) 455-8437 phone

February 7, 2019

To Montana Land Information Advisory Council,

The City of Great Falls GIS Division is in full support of the proposed NG9-1-1 grant application. As the City's GIS Coordinator, I agree to commit the full requirements of being a secondary project manager and a partner with Cascade County. I intend to collaborate with the County, Great Falls/Cascade County Dispatch Center and the consultant (yet to be named) to ensure that the objectives and tasks are met. I agree to commit an estimated 74 hours / \$1,850 of in-kind contribution towards the project.

The City realizes the value of GIS within the public safety sector and we intend to execute the multi-year project to ensure that the Dispatch Center continues to make progress toward NG9-1-1. After seeing the results from the accuracy assessment (funded by the Montana State Library), it was an eye opener for us. With only having 2 GIS full-time employees at the City, it presented us with a challenge that we simply could not handle ourselves prior to the dispatch center migrating to the NG9-1-1 technologies.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Hedstrom".

Jeff Hedstrom
GIS Coordinator
City of Great Falls



CASCADE COUNTY

Board of County Commissioners
325 2nd Avenue North
Great Falls, MT 59401
Tel. 406.454.6731
Fax 406.454.6945
commission@cascadecountymt.gov
www.cascadecountymt.gov

February 15, 2019

TO: Montana Land Information Advisory Council
c/o Montana State Library
1515 6th Avenue
Helena, MT 59620


RE: Support for a Grant for a Joint County/City of Great Falls Next Generation 911 Data Correction

Dear Grant Reviewers:

The Board of County Commissioners writes in support of a grant application to support a joint Cascade County/Great Falls City for the Next Generation 911 (NG911) data correction system. Cascade County plans to budget \$1500.00 in our FY 2020 budget to match the contribution from the City of Great Falls. The county GIS Division supports upgrading the E911 data to the NG911 format to comply with the public safety needs throughout our communities. Grant funds will be used to employ a consultant to establish the requirements of this important safety system; and the County will work closely with the City of Great Falls and the PSAP Manager in this endeavor.

Thank you for a favorable consideration of this grant request. If you have any questions, please feel free to contact our Deputy Public Works Director, Ian Payton at 454-6905.

Respectfully,


JOE BRIGGS
Chairman
Cascade County Commission


JANE WEBER
Commissioner


JAMES L. LARSON
Commissioner



Cascade County Public Works

"WORKING TOGETHER TO PROVIDE EFFICIENT AND EFFECTIVE PUBLIC SERVICE"

February 8, 2019

To the Montana Land Information Advisory Council,

The Cascade County GIS Division and Public Works Department are in full support of the proposed NG911 GIS data correction grant application. We are committing \$1,500, to mirror the City of Great Falls \$1,500 contribution, to modernize the Cascade County maintained 911 GIS data so it meets all future NG911 requirements. We will commit approximately 74 hours (\$1,850) of in-kind compensation toward the proposed project.

The Cascade County GIS Division is dedicated to upgrading our E911 data to NG911 compliance for the purposes of public safety. We will work closely with the City of Great Falls GIS Department, PSAP Manager Karen Young and the yet to be named consultant to establish the end requirements.

Sincerely,

Tom Mital
Cascade County GIS & Addressing Coordination
121 4th Street North
Great Falls, MT 59401

Brian K. Clifton, Director
Les Payne & Ian Payton, Deputy Directors
DIVISIONS

Building Maintenance
Roy Curtis
415 2nd Ave No. #101
Great Falls, MT 59401
Phone: 406-454-6773

Fleet Maintenance
Bob Wilson

Road & Bridge
Rick Schutz
279 Vaughn S Frontage Rd
Great Falls, MT 59404
Phone: 406-454-6920
Fax: 406-454-6922

Weed & Mosquito
Josh Blystone

Communications
Joe Payne

Planning GIS
Tom Mital
121 4th St No. STE 2H
Great Falls, MT 59401
Phone: 406-454-6905
Fax: 406-454-6919

ExpoPark Maintenance
Rick Cole
400 3rd ST NW
Great Falls, MT 59404
Phone: 406-727-8900

SECTION 8 – RENEWABLE GRANT ACCOUNTABILITY

This section is not applicable to this project

SECTION 9 – CHECKLIST

Initial or mark n/a	Completed Required Task
N/A	Proposal Prepared by an outside party – I have read this document in its entirety. <i>(if applicable)</i>
KY	Section 1 – Applicant, Partner, and Proposal Information
KY	Primary Applicant Information
KY	Funding Partner <i>(if applicable)</i>
KY	Proposal Information
N/A	List All Past Awarded MLIA Grants
KY	Section 2 – Relevance <i>(300 max word limit)</i>
KY	Section 3 – Public Benefit <i>(if applicable)</i>
KY	Section 4 – Project Management <i>(if applicable)</i>
KY	Section 5 – Scope of Work Narrative <i>(4-page limit)</i>
KY	Section 6 – Budget Justification Narrative and Table <i>(3-page limit)</i>
KY	Budget Justification Narrative
KY	Complete Budget Table
KY	Section 7 – Funding Partner Statements of Support <i>(if applicable)</i>
N/A	Section 8 – Renewable Grant Accountability Narrative <i>(if applicable)</i>
N/A	FY2019 Grantee Report <i>(if applicable)</i>
N/A	Past MLIA Grant Project Narratives (FY2018 - FY2015) <i>(if applicable)</i>
KY	Section 10 – A Signed Authorizing Statement

SECTION 10 – AUTHORIZING STATEMENT

Authorizing Statement

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

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

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

Karen Young

Name (print or type)

PSAP Manager

Title (print or type)

Karen Young

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

02.14.19

Date