

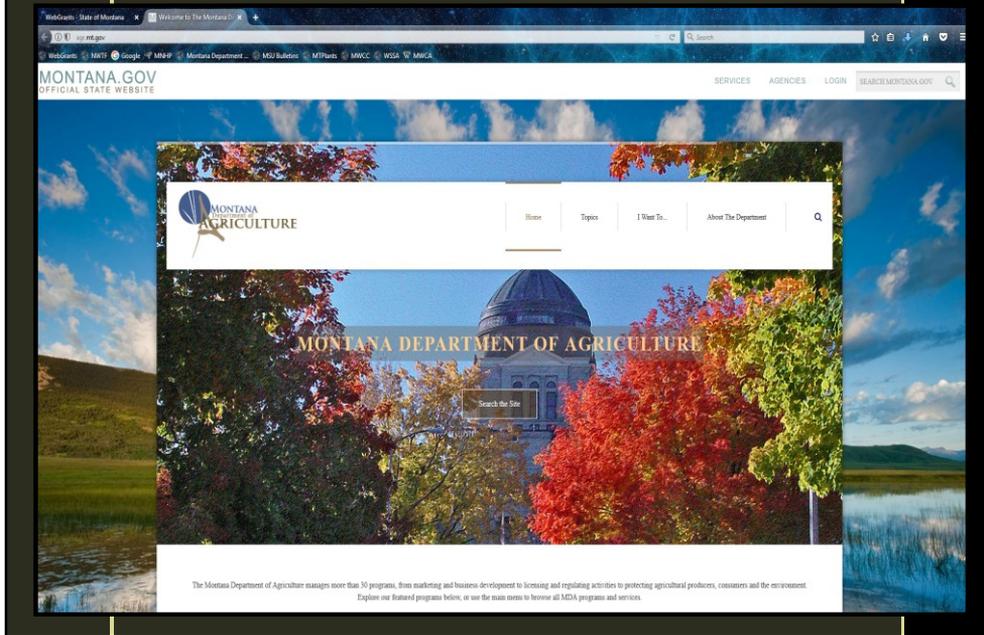
# Fundingmt.org

# 101



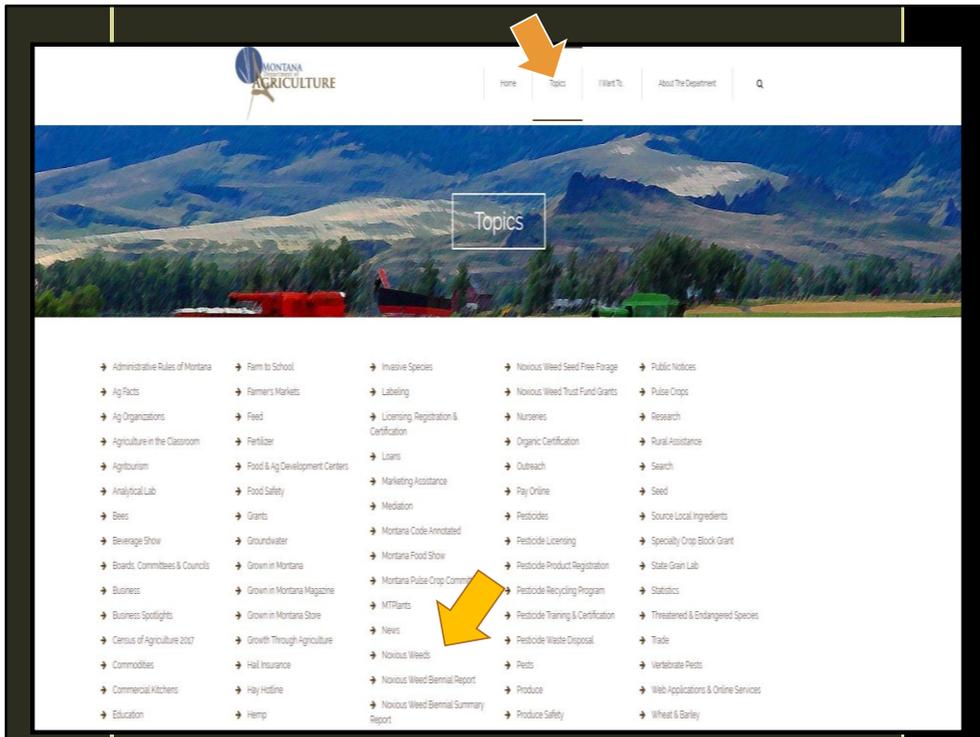
WebGrants system overview.

<https://agr.mt.gov/NoxiousWeedTrustFund>



## **Resources – MDA website**

MDA Website - <http://agr.mt.gov/>



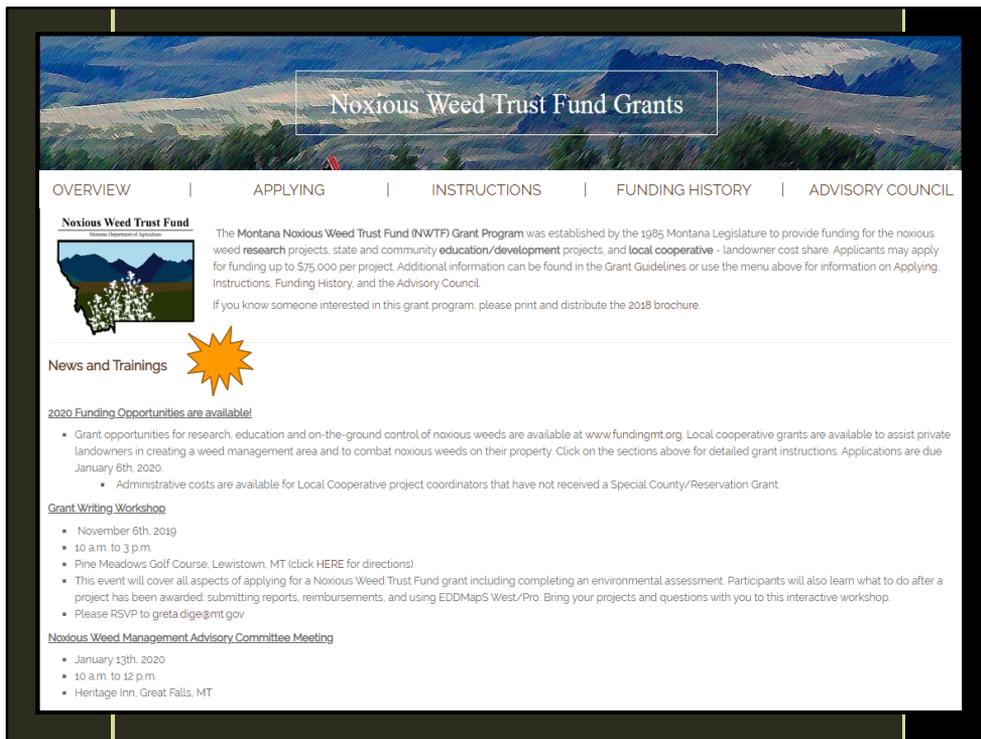
**From the Topics menu click on Noxious Weeds.**

- Weed page provides general information about the grant and forage programs

- Links to:
  - Biennial Reports
  - State Weed List and petition forms
  - Templates for inspections and non-compliance forms
  - State Weed Plan
  - State EQC reports
- Laws and Rules
- Contacts for MDA weed staff

Links To –

- **Weed Trust Fund**
- Weed Free Forage
- Education / Awareness
- Aquatic Weeds
- Biological Controls
- Weed Mapping



## Noxious Weed Trust Fund page

- Provides general information on:
  - Upcoming Events information section
  - Important Dates
  - General Grant Files & Resources
- Links to:
  - Applications: [fundingmt.org](http://fundingmt.org) link, specific projects, eligible costs, grant process, etc.
  - Instructions: How to use [fundingmt.org](http://fundingmt.org), EA's, Claims, Status Reports, Extensions & Revisions, State Bid, Workshop Files
  - Funding History: Previous grant awards and location maps
  - NWMAC: Advisory member list, upcoming meetings

# Noxious Weed Trust Fund Grant Program

OVERVIEW | APPLYING | INSTRUCTIONS | FUNDING HISTORY | ADVISORY COUNCIL

## Important Dates

[Click here to view/download Important Dates in PDF format](#)

- November 1, 2019 - Applications due for FY20 Emergency Funding
- November 30, 2019 - Status Reports due for open Noxious Weed Trust Fund Grants / Final Status Reports due for FY19 Special County/Reservation \$7,500 Grants
- January 6, 2020 - Applications due for FY20 Noxious Weed Trust Fund Grants (including FY20 \$7,500 Special County/Reservation Grants)
- March 2-6, 2020 - Noxious Weed Trust Fund Grant Hearings, Great Northern Hotel, Helena
- April, 2020 - Distribution of FY20 Grant awards
- April 15, 2020 - Status Reports due for Research and Education Noxious Weed Trust Fund Grants

## NOXIOUS WEED TRUST FUND: GENERAL FILES AND RESOURCES

### General Files

- 📄 Application for Noxious Weed Management Advisory Council Appointment
- 📄 Noxious Weed Trust Fund Important Dates & Information 2019-2020
- 📄 Noxious Weed Trust Fund Brochure
- 📄 Montana Noxious Weed Management Plan (Updated 2017)
- 📄 State Herbicide Worksheet Price List
- 📄 Montana Department of Agriculture Noxious Weed Program 2019 Summary

Important Dates – and link to print date list

**NOXIOUS WEED TRUST FUND GRANT INSTRUCTIONS**

**WebGrants Instructions**  
 Noxious Weed Trust Fund (NWTF) applications are submitted through the online WebGrants application portal. Refer to the WebGrants instructions in the files below.

- WebGrants: Registration Instructions
- WebGrants: General Grantee Instructions
- WebGrants: User Manual

**Environmental Assessments (EA's)**  
 New local cooperative projects require completion of an environmental assessment for the project area. Continuing local cooperatives that have added new herbicides or expanded the project area are also required to complete an EA regarding the new information.  
 Download the appropriate instructions on completing the environmental assessment below:

- Environmental Assessment Resources
- Final Programmatic Environmental Impact Statement: Noxious Weed Trust Fund Grant Program (May 2010)

**Claims**

- The Noxious Weed Trust Fund (NWTF) is a reimbursable grant program
- Claims are submitted for incurred expenses online at [fundingmt.org](http://fundingmt.org)
- Receipts, invoices, spray records, and document spreadsheets are required for each claim as applicable
- Download Claim Instructions here, or below in the *Forms & Files* section

**Status Reports**

- Submit project status reports online at [fundingmt.org](http://fundingmt.org)
- Status reports are due April 15 and November 30 of each project year
- A final comprehensive status report is required at project completion
- Photo points are required with the final report for local cooperative projects. Remember to take 'before' and 'after' photos.
- Final status reports are submitted no later than 30 days after the term date as stated in the grant contract
- Download Status Report Instructions here, or below in the *Forms & Files* section

**Extensions & Revisions**

- Grantee Instructions: Extension Request
- Grantee Instructions: Budget Revision for a Research or Education Grant
- Grantee Instructions: Herbicide / Budget Revision for Local Cooperative Grant

**State Bids (Herbicide Costs)**

- Current Year State Bid: Agricultural Chemicals

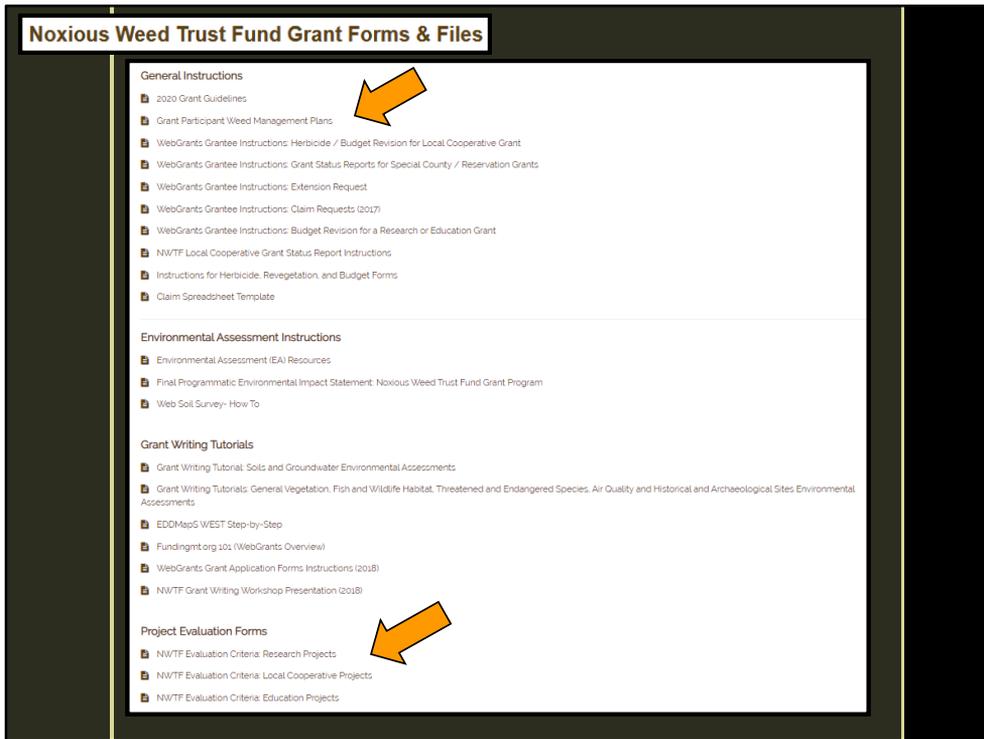
**Grant Writing Workshop Files**

- NWTF Grant Program Information
- Fundingmt.org (WebGrants) Information
- Grant Application Forms- Instructions
- EA Info (Soils & Groundwater)
- EA Info (Veg, Fish, TES, Air, Historic)
- EDD-Maps West

Refer to the *Grant Instruction Forms & Files* section below for a full list of available documents.

**Instructions Tab**

- WebGrant Instructions
- EA Instructions
- Claim Instructions w/ Claim Receipt Documentation Form
- Status Report Instructions
- Budget Revision & Extension Request Instructions
- Current Year State Bid with Cost Conversions
- Grant Writing Workshop PPTs
-



**Cont...**

- Grantee Weed Management Plan
- Project Evaluation Forms (Criteria used by the Council to score applications)

# MG&L (webgrants) Registration

Fundingmt.org

Montana Grants and Loans

System

**Login**

User ID:

Password:

Login

[Forgot Password?](#)

New to WebGrants - State of Montana?  
[Register Here](#)

**Announcements**

Noxious Weed Trust Fund

Montana Department of Agriculture  
**Noxious Weed Trust Fund Grants**

Now Accepting Grant Applications - Apply by January 6, 2018  
Local Cooperative - Research - Education/Development Projects  
Additional Information: <http://agr.mt.gov/Noxious-Weed-Trust-Fund-Grants>

Funding Opportunities Offered by Montana State Agencies  
[Search Here](#)

A Partnership Between

MONTANA Department of AGRICULTURE | MONTANA Department of LABOR & INDUSTRY | MONTANA Department of NATURAL RESOURCES & CONSERVATION | MONTANA Department of TRANSPORTATION | MONTANA Department of ENVIRONMENTAL QUALITY | Montana Fish, Wildlife & Parks

## Webgrants Website

Go to WebGrants at [fundingmt.org](http://fundingmt.org) in your browser or click on one of the links on the MDA website to get there.

- **Seven state agencies have funding opportunities** on WebGrants – use the **same login and password** for everything in WebGrants.
- **“Announcements”** – currently featured opportunities.
- Click **“Search Here”** to see **funding opportunities from all agencies**.
- **“Forgot Password?”** Click to have your password sent to your email address. Call us if you have forgotten your user ID.
- Click **“Register Here”** to get started in WebGrants.

# WebGrants Registration

The screenshot shows a registration form titled "Register" with two main sections: "Personal Information" and "Organization Information".

**Personal Information:**

- Name:** Includes a dropdown for "Salutation", and text boxes for "First Name", "Middle Name", and "Last Name".
- Email:** Includes "Email:" and "Confirm Email:" fields.
- Address:** Includes "Address:" and "City:" fields.
- Phone:** Includes "Phone:" and "Alternate Phone:" fields with masks like "###-###-####".
- State:** A dropdown menu is set to "Montana".
- Postal Code/Zip:** A text box for the postal code.
- Agency Interest:** A dropdown menu for "What Agency's Grant Programs are you most interested in?".

**Organization Information:**

- Name:** A text box for the organization name.
- Organization Type:** A dropdown menu.
- Organization Website:** A text box for the website.
- Address:** Includes "Address:" and "City:" fields.
- State:** A dropdown menu is set to "Montana".
- Postal Code/Zip:** A text box for the postal code.
- Phone:** Includes "Phone:", "Ext.", and "Alternate Phone:" fields with masks like "###-###-####".
- Other Fields:** Includes "Email address:" and "Alternate Email:" fields.

**Annotations:**

- A blue box with a red asterisk: "\* = required field".
- An orange box: "No dashes needed for phone & fax numbers."
- A green box: "Use the drop down to select Department of Agriculture for Noxious Weed Trust Fund Grants."
- Two blue circles highlight the "Register" buttons at the top right and bottom center of the form.

## WebGrants Registration

Complete the required information on the registration form.

Fields with a **red asterisk indicate the field is required.**

Upper section is for Personal information.

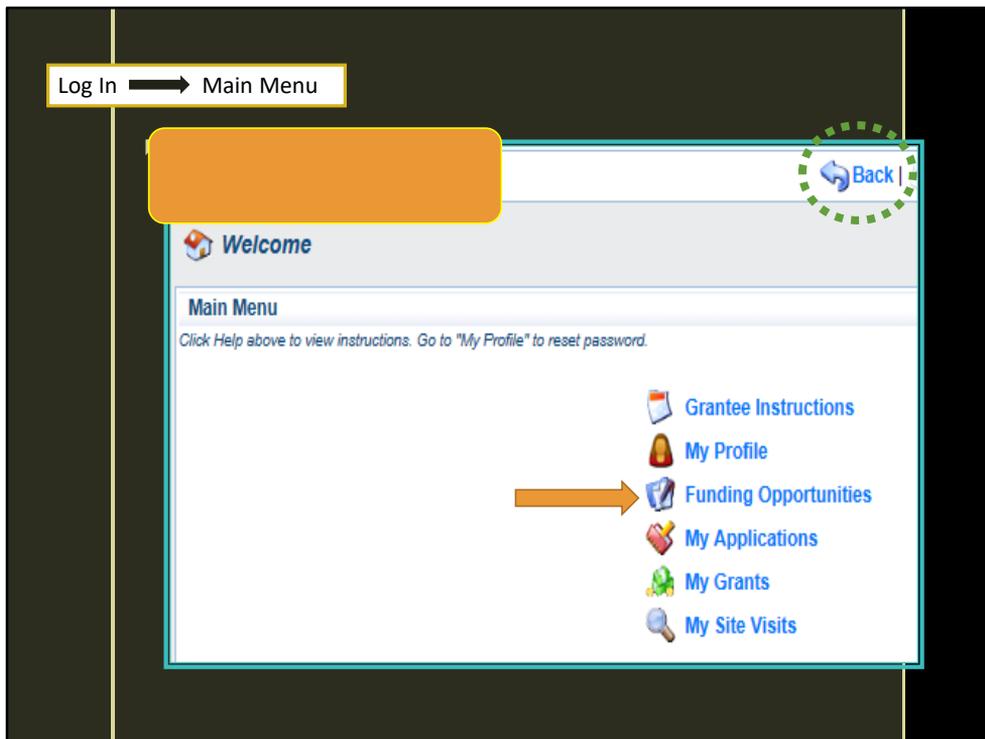
Lower section is for Organization information.

Dashes are not needed when entering phone or fax numbers.

Use the drop down to select Department of Agriculture—does not prevent seeing all agency grant or loan opportunities.

Click "Register" at the top or bottom of the form when complete to submit the registration.

Allow a day or two for the registration to be approved. A user ID and password will be sent (in separate emails) from WebGrants.



After you have your login and password...

Log in with User ID and Password to go to the main menu.

**Always use** the WebGrants “Back” button

**Grantee Instructions:** General WebGrants instructions

**My Profile:** Use to update contact information  
Check alerts  
Reset password

**Funding Opportunities:** Click to see open funding opportunities for all participating agencies

**My Applications:** Click to see all of your applications (will show if application is in Editing, Submitted or Correcting stages)

**My Grants:** Click to see all of your awarded grants (will show if grant is Underway or Closed)

**My Site Visits:** Used for scheduling and completing MDA site visits

**Help:** Additional information available  
Click “Menu” from anywhere in WebGrants to return to this screen  
Click **Log Out** to end WebGrants session

**Click Funding Opportunities to start a grant application.**

## Funding Opportunities

[Menu](#) | [Help](#) | [Log Out](#)

[Back](#) | [Print](#) | [Add](#) | [Delete](#) | [Edit](#) | [Save](#)

**Funding Opportunities**

**Current Funding Opportunities**

*All currently posted opportunities appear below. The Application Deadline indicates the due date for the application submission. You will be unable to submit your application after this date.*  
*Click on the title to open the Funding Opportunity summary.*  
*Click on the column headers to sort list of Opportunities.*

ID	Agency	Program	Opportunity Title	Application Deadline
86603	Department of Agriculture	AGR GTA Growth Through Agriculture	AGR Growth Through Agriculture November 2019	11/01/2019
87039	Department of Agriculture	AGR Noxious Weed Trust Fund	AGR Noxious Weed Trust Fund 2020 Emergency Weed Grant	11/01/2019
87056	Department of Agriculture	AGR Noxious Weed Trust Fund	AGR Noxious Weed Trust Fund 2020 Education/Development	01/06/2020
87057	Department of Agriculture	AGR Noxious Weed Trust Fund	AGR Noxious Weed Trust Fund 2020 Local Cooperative- New	01/06/2020
87058	Department of Agriculture	AGR Noxious Weed Trust Fund	AGR Noxious Weed Trust Fund 2020 Local Cooperative- Continuing	01/06/2020
87040	Department of Agriculture	AGR Noxious Weed Trust Fund	AGR Noxious Weed Trust Fund FY20 Special County/Reservation Grant Application	01/06/2020
87055	Department of Agriculture	AGR Noxious Weed Trust Fund	AGR Noxious Weed Trust Fund 2020 Research	01/06/2020

### Funding Opportunities

“Funding Opportunities” - view funding opportunities that are available from all state agency programs that use WebGrants.

Shows **Agency, Program, Opportunity Title, and Application Deadline.**

Important to **select the correct Funding Opportunity** so the correct forms (such as EA forms for New Local Cooperative project ) are available to be completed.

Click on the **Funding Opportunity Title** to see specifics about the grant opportunity.

Opportunity Details  
**87057-AGR Noxious Weed Trust Fund 2020 Local Cooperative- New**

AGR Noxious Weed Trust Fund  
 Application Deadline: 01/06/2020 11:59 PM

Award Amount Range: \$0.00 - \$75,000.00 Program Officer: Jasmine Reimer

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**Attachments**

Click on the File Name to open attachment

Description	File Name	File Size
Web Soil Survey EA Instructions	<a href="#">2018 NWTf EA Info (Soils).pdf</a>	1.7 MB
Evaluation Criteria: Local Cooperative Projects	<a href="#">2020 Cooperatives Eval Form.pdf</a>	142 KB
Environmental Assessment Instructions: All Forms	<a href="#">EA Resource Info FY19.pdf</a>	554 KB
Applicant Weed Management Plan Template	<a href="#">Grant Participant Weed Management Plan.docx</a>	28 KB
Herbicide, Revegetation, and Budget Form Instructions	<a href="#">Herbicide-Reveg-Budget Worksheet InstructionsFY18.pdf</a>	717 KB
Grant Instructions - Local Cooperatives	<a href="#">Local Cooperative Instructions FY19.pdf</a>	402 KB

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**Website Links**

Click on the URL to go to website

Description	URL
Montana Department of Agriculture: Noxious Weed Trust Fund	<a href="http://agr.mt.gov/Noxious-Weed-Trust-Fund-Grants">http://agr.mt.gov/Noxious-Weed-Trust-Fund-Grants</a>
Montana State Noxious Weed Management Plan	<a href="http://agr.mt.gov/Portals/168/Documents/GrantsandLoans/NWTF/MT%20Noxious%20Weed%20Management%20Plan%20Update%202017.pdf?ver=2017-07-05-162022-507">http://agr.mt.gov/Portals/168/Documents/GrantsandLoans/NWTF/MT Noxious Weed Management Plan- Update 2017.pdf?ver=2017-07-05-162022-507</a>
NWTF Grant Guidelines	<a href="https://agr.mt.gov/Portals/168/Documents/NWTF/Instructions/NWTF%20Grant%20Guidelines.pdf?ver=2019-07-01-143759-163">https://agr.mt.gov/Portals/168/Documents/NWTF/Instructions/NWTF Grant Guidelines.pdf?ver=2019-07-01-143759-163</a>

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**NEW LOCAL COOPERATIVE PROJECTS REQUIRE AN ENVIRONMENTAL ASSESSMENT (EA)** The EA portion of the grant application directs the grant participants in making the appropriate choice of herbicides to use depending on the noxious weed species along with environmental characteristics, such as groundwater depth, surface water resources, soil type, non-target plant damage, along with threatened, endangered, and sensitive species. It is important to start gathering EA information early to allow enough time to complete the environmental assessment forms that ask for a description and a mitigation statement. For more information on the EA process scroll down to the Attachments section on this page and open or download the Environmental Assessment resource information file by clicking on the file name.

Participating landowners should have a committed dollar amount for the acres to be treated in the coming year, prior to grant submission. This summarized information is used on the Herbicide Worksheet form. Prior to submitting an application, project participants should have completed:

- weed mapping of target noxious weed infestations (GPS or hand drawn),
- one year of cooperative work within the weed management area, and
- identified a project coordinator.

The Trust Fund cannot fund:

- capital improvement projects or annual herbicide for cropland or CRP practices,
- equipment needs for the project participants,
- biological control agents for landowners due to the Trust Fund supporting school insectaries, and
- expenses to attend the grant hearings in Helena, MT.

## Opportunity Details

Provides:

- Start / End dates for grant
- Maximum Award Amount
- Description Section
  - Project description and general requirements
  - Links to Grant Guidelines & MDA website
  - Grant application due date
- Attachments Section
  - Instructions for specific application sections

## Resources

- MWCA Annual Meeting
- Spring & Fall Weed Coordinator Trainings
- New Coordinator Training
- MT Dept. of Agriculture



### Resources:

**MWCA Annual Meetings – January**

**Spring / Fall Weed Manager Trainings**

**New Coordinator Trainings**

**MT Dept. of Agriculture**

- Contact MDA Weed Staff
- MDA website
- Grant Workshops
- Landowner meetings/trainings



**Contacts**

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