Local Cooperative Instructions

Enter your User ID and Password to login to WebGrants https://funding.mt.gov/.
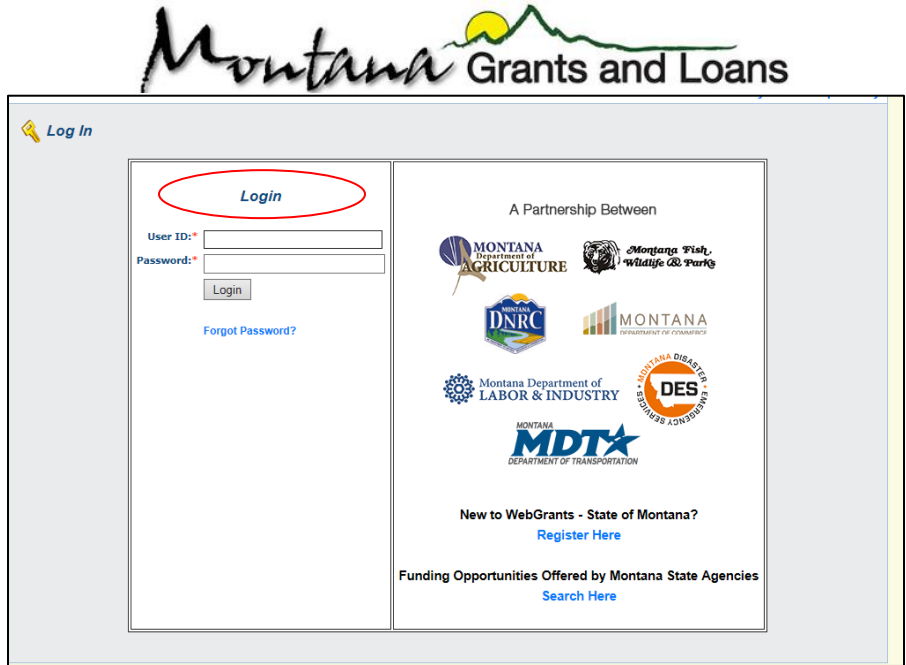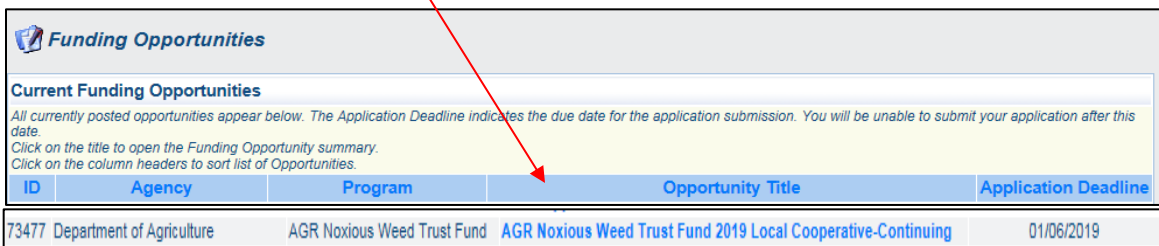

Click "Funding Opportinuties" to view all available funding opportunities.
REMINDER: When in WebGrants, only use the WebGrants "Back" button – do not use the browser back arrow.
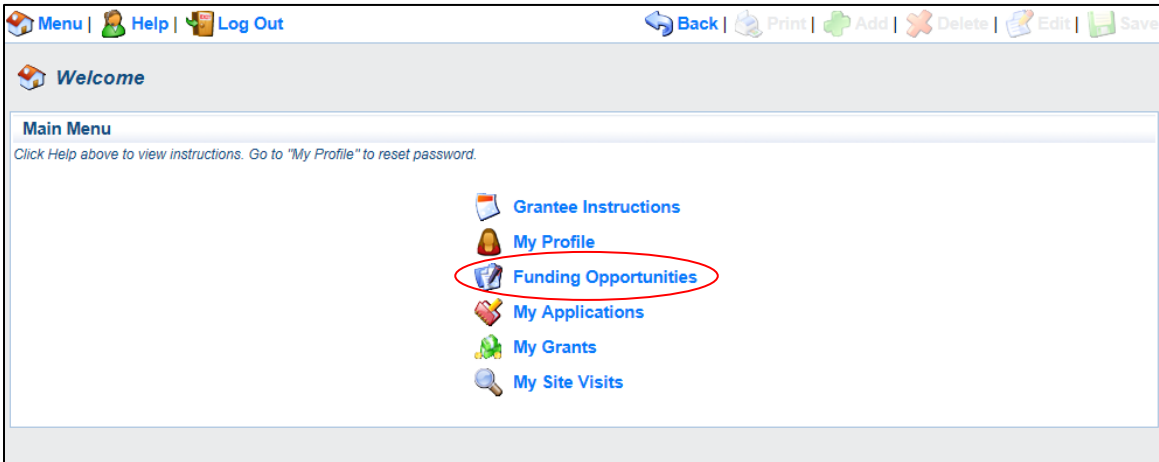
Click on the Opportunity Title to open a Funding Opportunity and begin an application.

Local Cooperative Instructions

Click "Start a New Application".   Instructions on how to enter, save, and edit information is included on each form.
Time Saver Tip: An existing grant application and/or information from Word or Excel files can be copied and pasted into WebGrants forms. Be sure to review the copied information.

Opportunity Details   Copy Existing Application | Start a New Application

73477-AGR Noxious Weed Trust Fund 2019 Local Cooperative-Continuing

AGR Noxious Weed Trust Fund
Application Deadline: 01/06/2019 11:59 PM

Award Amount Range:	$0.00 - $75,000.00	**Program Officer:**	Jasmine Reimer
Project Start Date:	04/01/2019	**Phone:**	406-444-7882 x
Project End Date:	10/31/2020	**Email:**	jreimer@mt.gov
Award Announcement Date:			
This Opportunity is recurring	Yes		
Categorical Area(s) To be Addressed by Program	Agriculture		

Enter a brief name for the project in the "Project Title" text box. Then click "Save" (at the top right).

Menu | Help | Log Out   Back | Print | Add | Delete | Edit | **Save**

Application

Instructions

Fill out the form below and click "Save". Once completed and saved, click on the "Go to Application Forms" link to continue completing the rest of the application. Pick the appropriate Primary, Additional and Authorized Officials. If additional contacts or authorized officials have not been registered in the system, submit a registration request on the main fundingmt.org page. Once the registration has been approved, have the primary contact person add them to the organization.

Enter a BRIEF project title, you will have the opportunity to detail your project further in the application.

To save or edit this form, click "Save" or "Edit" in the upper right hand corner of the screen. Information entered into this form will be lost unless the "Save" icon is selected before moving on to the next form. If you wish to move back a screen, select the "Back" icon. Do not click on the main browser's back arrow. Doing so could cause the data you entered to be lost.

General Information

Primary Contact:*   Jasmine Test ▾

Additional Grantee Contacts: Carol Bee / Dave Burch / Jasmine Test
Select any additional contacts within your organization that will also manage this grant

Project Title:
(limited to 250 characters)*   Sample Local Cooperative-Continuing Application

Authorized Official:*   Jasmine Test ▾

Organization:*   Carol B ▾

Local Cooperative Instructions

If you need to add additional grantee contacts or if changes are needed, click "Edit", or continue to the application forms by clicking "Go to Application Forms".

All forms for this type of application can now be seen. Click on each form name and enter the required information. The "Other Attachments" form to attach additional documents that are important to the proposal. Try to compress large files to 10 MB or less.

NEW Local Cooperative Applications
A completed environmental assessment is required for all new local cooperatives. Each form contains a simple checklist, and sections to describe proposed mitigation efforts. Instructions for completing the Environmental Assessment forms can be found on the Montana Department of Agriculture website at https://agr.mt.gov/NoxiousWeedTrustFund in the Forms & Files section at the bottom of the page.

Detailed instructions for the following application forms can also be found in the Forms and Files section of the Montana Department of Agriculture website:
- Herbicide and Revegetation Worksheet
- Budget Worksheet

Local Cooperative Instructions

When a form has been completed, Click "Mark as Complete" and "Save". If you need to make a change to a form that has already been "Marked as Complete", click the form name, click "Edit" and make the necessary changes. Click "Save" when finished.

A check mark must be shown in the "Complete?" column for each form before WebGrants allows the application to be submitted.

Click **"Submit"** when the application is finished.