

## ARPA VISIONING AD-HOC COMMITTEE MEETING SEPTEMBER 26, 2022

The ARPA Visioning Committee will convene for an executive closed work session on Monday, September 26, 2022, from 11-2 p.m. at Livingston City Hall at 220 E. Park St. to review and rank the grant funding applications received before making a final recommendation to the City Commission.

The public is encouraged to attend by Zoom. Public comment will be limited to 4-minutes.

<https://us02web.zoom.us/j/81808816219?pwd=UkV2QUZTVXFhSXJrWGU3VGNFQnJNUT09>

Meeting ID: 818 0881 6219

Passcode: 866454

Call in: (669) 900-6833

### AGENDA

1. Open Meeting
2. Roll Call
3. Public Comment
4. Committee Deliberation
5. Adjournment

A Ranges Community  
Wellness

\$300,000  
contingent

**CITY OF LIVINGSTON**  
**ARPA – BUCKET A**  
**SOLICITATION FOR REQUESTS FOR FUNDING**  
**August, 2022**

The City of Livingston has received a pool of funding from the American Rescue Plan Act (ARPA) for Local Recovery Funds. This funding is commonly referred to as "ARPA Bucket A". The Livingston City Commission formed an ARPA Visioning Committee to help guide the process of distributing these limited one time funds to their highest and best use. That Committee was formed through Resolution 5027 (see link):

[ARPA Visioning Ad-Hoc Committee | Livingston, Montana \(livingstonmontana.org\)](#)

Through their collaborative work, the ARPA Visioning Committee, as appointed by the Livingston City Commission, has recommended that the eligible categories for funding be limited to the following:

1. Support public health response related to COVID-19.
2. Address negative economic impacts or those disproportionately impacted directly related to COVID19.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

These recommendations were accepted by the Livingston City Commission on 8/9/2022, along with the recommendation to open the Grant Solicitation process for those meeting the above criteria to request funding through a competitive process.

If your project or program meets eligibility criteria and you wish to apply for funding, please complete the form and send in all required attachments as directed in the form. *Incomplete applications will be returned.*

The application submission process will open on August 15, 2022.

The deadline to apply is September 15, 2022 at 11:59pm. *Late applications will not be accepted.*

Completed Applications should be submitted electronically via email to:

[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org).

**Our Process**

All applications received will be reviewed to confirm eligibility, as they are received and no later than September 16, 2022. Applications which are confirmed to be eligible will be reviewed by the ARPA Visioning Committee for a recommendation to the Livingston City Commission on or before September 30, 2022. Final decisions for funding will be made by the Livingston City Commission in the regularly scheduled commission meeting on October 18, 2022.

**Key Dates**

Application Period Opens	August 15, 2022
Deadline to Apply for Funding	September 15, 2022
First Committee Review	September 22 and 29, 2022
Recommendations to the Livingston City Commission	September 30, 2022
Livingston City Commission Funding Decision	October 18, 2022

Late or incomplete applications will not be accepted.

All applications should be emailed to [citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org).

**Special Note: ARPA funds are federally regulated and “duplication” of funding is not permitted under any circumstance.**

## **Organization Name, Address, City, State and Zip**

4 Ranges Community Recreation Foundation  
PO Box 1095 Livingston, MT 59047

## **Budget and Amount of Request**

We are requesting \$300,000 to partially fund the new Community Event and Meeting Room in the 4 Ranges Wellness Center. The total amount needed for this space is \$1,184,000. The total budget for the Wellness Center is approx. \$30M.

## **Project Description**

The 4 Ranges Wellness Center will provide the City of Livingston and surrounding residents with a comprehensive, indoor recreation facility. This proposed 50,000 SF facility will include aquatics, aerobics, a multi court gymnasium a walking jogging track, childcare, community space and more.

After two years of all of us being apart, this project will bring us together. That togetherness is the spirit of every great community. Following the Covid-19 pandemic, a variety of poor health outcomes occurred – including both physical and mental health. This facility will support wellness in body, mind and spirit. From recreation to onsite mental health counseling and a satellite office of the Livingston Food Resource Center – this facility brings a tangible, long-term impact to wellness following the pandemic for decades to come.

## **Who Does This Project Directly Serve?**

Very simply, every resident of all ages in Livingston and the surrounding community will use and benefit from this facility.

We are a community that experiences 6-8 months of cold weather along with our typically high winds. This makes outdoor recreation in those months very difficult, and often impossible. This indoor facility meets a decades-long need for a true community center that doubles as a recreation center. 4 Ranges will allow all of us to live our best, most healthy lives possible.

## **Measurable Outcomes and Deliverables**

**City of Livingston ARPA Eligibility Determination**

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input checked="" type="radio"/>	Support public health response.
<input type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input type="radio"/>	COVID Prevention in Congregant Settings
<input type="radio"/>	PPE - Personal Protective Equipment
<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
<input type="radio"/>	Payroll Costs for Public Health Staff and Responders
<input type="radio"/>	Mental Health or Substance Use Services
<input checked="" type="radio"/>	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
<input type="radio"/>	Other Economic Support
<input type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
<input type="radio"/>	Housing Support: Affordable Housing
<input type="radio"/>	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

**Is your organization a qualified 501c3 or 501c6?**

Yes

No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - If yes, provide name and address along with letter of support and fiscal sponsorship.

\_\_\_\_\_

There are numerous metrics that can be tracked over the short and long term to evaluate the impact of this facility. Here is a partial list:

- Economic impact to Livingston (completed via an Economic Impact Study)
  - o One Time - \$41M
  - o Ongoing - \$1.4M (annually)
- Membership numbers
- Hours of use of all rooms, areas, components
- Total facility visitors
- Total rental income of rentable areas
- Long-term physical health metrics
- Long-term mental health metrics

### **ARPA Statement**

The physical and mental health impacts of Covid-19 are numerous and well documented. We believe this major facility is the most comprehensive opportunity we have to respond in a transformative manner to those negative impacts. 4 Ranges will improve physical health and wellbeing, mental health and the ability for citizens to connect with each other. We know that true wellbeing and happiness comes from being well in body, mind and spirit and 4 Ranges offers us a once in a lifetime opportunity to fundamentally improve all of those elements for generations to come.

### **Implementation Plan**

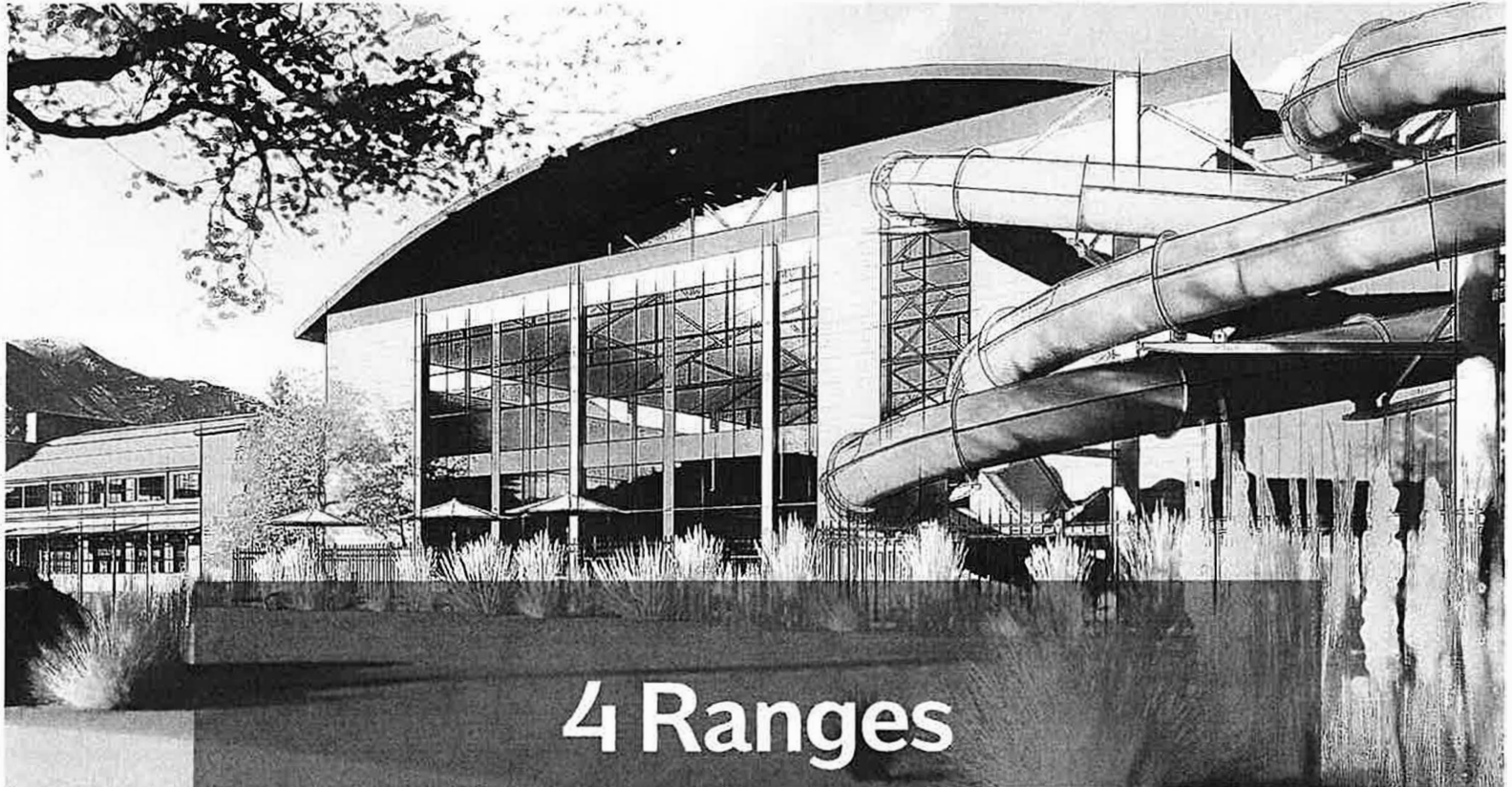
Currently, 4 Ranges Foundation has secured \$16.5M and received notice of a tax credit reservation of \$4.5M. Furthermore, we have additional philanthropic gifts under consideration between \$2-3M. Our hope and intent is to complete the majority of our fundraising campaign within a year and begin design and construction immediately thereafter.

### **Reporting Requirements**

Yes. We can report on all of those elements competently and promptly.

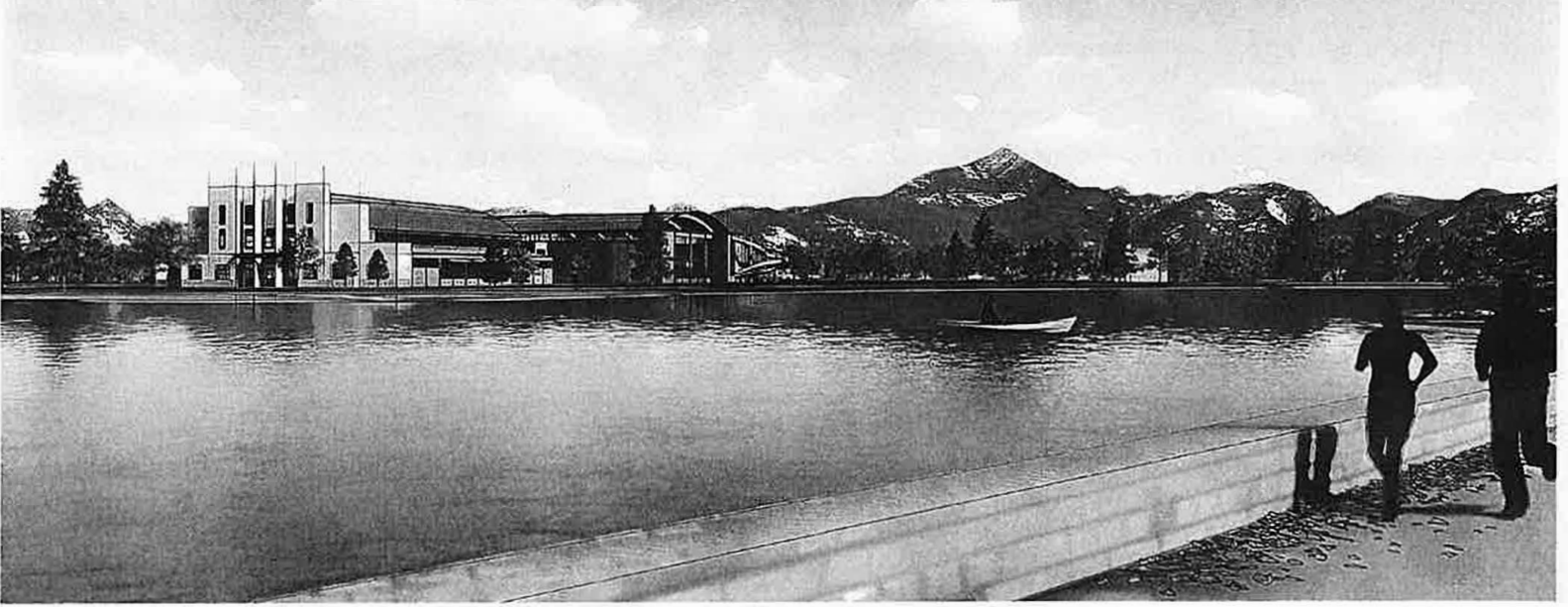
### **Other Funding Sources**

We have not received other ARPA Funds.



# 4 Ranges Wellness Center

Park County, Montana



The campaign for the 4 Ranges Wellness Center

# Together We Can

## Livingston, Montana

Nestled on the banks of the Yellowstone River and cradled between four mountain ranges, Livingston, Montana is an idyllic Western town. Founded in 1882 by the Northern Pacific Railroad, Livingston now has 7,000 residents and a steady local economy which are closely connected to the many outdoor recreational opportunities Livingston's location provides.

With railroad roots and a cowboy vibe, Livingston is the county seat for Park County and blends its history, location, and aspirations to create a unique sense of community that extends to the 550+ residents of nearby Clyde Park and Wilsall, the whole of Paradise Valley and our friends and in Gardiner. The sense of togetherness connects neighbors to neighbors, the young to old, and the "born and raised" to the "just arrived."

But even with its many positives, Livingston and Park County have challenges. An aging population, higher than average suicide rates, and teen idleness are made worse by an overall lack of quality public spaces that support year-round programs so people can be active, gain skills, connect with friends, strengthen families, bridge generations, and build community.

The City of Livingston has long been committed to providing programs that do just that. But its ability to do so is undermined by insufficient space in outdated facilities that are well beyond their useful life. While the facilities still function, they are undersized, costly to maintain, and are well beyond long-term repair. This means the City of Livingston Recreation Department must have contingency plans ready for when the pool, gyms, or entire buildings are unusable. Already those contingencies have become reality more than once.

Without significant investment in new recreation facilities, the City's only option will be to limit enrollment programs or cancel them altogether. Both are untenable options given that participation has been growing, demand for new programs is increasing, and people are looking for more ways to connect as friends, families, and neighbors and to build community together.

The way to do that is clear. Together we will strengthen and preserve community by building the 4 Ranges Wellness Center—a full scale recreational facility and swim center with amenities for all ages and enough space to expand program offerings. In doing so, we'll create an accessible space for children and teens, families and friends, singles and seniors, residents and visitors to gather and connect while getting and staying active all year round.

The Campaign for the 4 Ranges Wellness Center provides an opportunity for the community-minded to invest in the people of Livingston and Park County—their health, their community, their economy, and their future. Now is the time to act. Now is the time to come together to ensure recreational programming for all, for next season and beyond.

## The Problem

Residents of Livingston and Park County live in a frozen environment more than half the year. Absent adequate facilities for year-round recreation, mental and physical health suffer.

In Livingston, the City manages two recreational assets – both of which are decrepit.

The Pool (built in 1958) is beyond its usable life and needs to be brought offline in the next 1-2 years.

The Civic Center (built in 1938) was recommended for demolition in 1978. It offers an indoor gym.

The suicide rate in Park County has grown 36% in the past 10 years.

Data suggests that teens who don't participate in recreation activities are 27% more likely to be arrested, 49% more likely to use drugs and 3X more likely to skip class.

Since 2015, public demand for recreation facilities has increased dramatically, heightening the problem.

In a county where the river runs through it (literally) teaching young people how to swim can be a matter of life and death.

## The Opportunity

A new Wellness Center will serve Park County for the next half-century, promoting mental and physical well-being among residents of Livingston and the region.

The Wellness Center relies on a public-private partnership, with private funding covering the cost of construction and the residents of Livingston approving a new tax that will generate annual operating funds (84% of Park County residents support a modest tax increase for operational funds to support the proposed facility). The operating budget is estimated at \$1.4M, with \$900,000 being generated from taxes and \$500,000 being generated from memberships. The Foundation is committed to raising money after construction ensuring the facility is fully accessible to all regardless of their ability to pay. We are confident we can accomplish that goal, while ensuring memberships are some of the most affordable anywhere in Montana.



# The Solution



- LEGEND**
1. BUILDING ENTRY
  2. CONTROL DESK
  3. LOBBY / LOUNGE
  4. ADMIN OFFICES
  5. GYMNASIUM
  6. WALK / JOG TRACK
  7. LOCKER ROOMS
  8. NATATORIUM
  9. SUN DECK
  10. OUTDOOR RESTROOMS
  11. GUARDS / AQUATIC OFFICES
  12. POOL / BUILDING MECH
  13. WELLNESS
  14. PRESCHOOL
  15. RESTROOMS
  16. COMMUNITY ROOM

## The 4 Ranges Wellness Center

The 4 Ranges Wellness Center will be the central hub for city-sponsored recreation programs, skills and personal development courses, and fitness options. With both indoor and outdoor facilities, the complex will be the year-round site for hundreds of these programs plus pools and gymnasiums, classroom and meeting rooms, and community event spaces for our partner organizations use.

Overall, the cost of the project is estimated at \$33 million. Already, two extraordinary leadership gifts (the largest in the history of Park County) have been secured along with tremendous generosity from our board members:

- Arthur M. Blank - \$10 million**
- The Kendeda Fund - \$5 million**
- Board giving - \$1 million**

This leaves approximately \$14 million to be raised from community-oriented, generous individuals, businesses, and organizations who are committed to the belief that healthier people build and sustain healthier communities. Moreover, the location of the center is eligible for New Market Tax Credits. If awarded, this would produce funding for approximately \$4.5M of the full project.

This is the Campaign for the 4 Ranges Wellness Center. Envisioned as a comprehensive community recreation complex of nearly 50,000 sq. ft., the center will incorporate all that is critical to the community – a recreational pool and separate lap pool, double-width gymnasium, an elevated running track, studio space and classrooms, along with the necessary supporting amenities such as locker rooms, offices, and a large community room. This is the new heart of this community, where people of all ages are busy playing, learning, growing, exploring, and connecting. It is where community is built.

# Where Community is Built



This campaign will be the largest ever attempted in Park County and will require extraordinary generosity. We are also offering donors the opportunity to make pledge over multiple years (up to 5) to maximize their impact.

To execute the campaign, a new nonprofit foundation has been created, the 4 Ranges Foundation.

#### 4 Range Foundation Board Members

- Andrew Field, Chairman
- Michael McCormick, Vice Chair
- Dan Vermillion, Treasurer
- Maggie Tarr, Secretary
- Dr. Scott Coleman
- Doug Braham
- Robin Ogata
- Caroline Rehder
- Bruce Lay

<b>Extraordinary Gifts</b>	<ul style="list-style-type: none"> <li>• \$10,000,000 (1 donation needed)</li> <li>• \$5,000,000 (1)</li> </ul>
<b>Leadership Gifts</b>	<ul style="list-style-type: none"> <li>• \$2,000,000 (2)</li> <li>• \$500,000 (4)</li> <li>• \$250,000 (7)</li> <li>• \$100,000 (15)</li> </ul>
<b>Major Gifts</b>	<ul style="list-style-type: none"> <li>• \$75,000 (18)</li> <li>• \$50,000 (22)</li> <li>• \$25,000 (38)</li> <li>• \$10,000 (73)</li> </ul>
<b>Public Gifts</b>	<ul style="list-style-type: none"> <li>• \$7,000 (84)</li> <li>• \$5,000 (20)</li> <li>• \$2,500 (124)</li> <li>• \$1,000 (184)</li> </ul>

★ **Project Goal \$30,000,000**

## The Benefits

Building the 4 Ranges Wellness Center offers unparalleled positive impacts on individuals of all ages, on the economy, and on the community as a whole. These will be felt both immediately and over the long-term.

At the outset, the City's recreation and skills programs will be preserved, saving dozens of sports programs, fitness clubs, skills development, and personal growth courses. It ensures kids have a place to go after school and for day camps and summer camps. And it ensures that more people will reap the rewards of getting and staying active year-round.

In addition, even broader benefits are anticipated for all, including those who never set foot in the complex itself. This is because the 4 Ranges Wellness Center will:



**Develop Healthier Youth**



**Strengthen Families**



**Promote Healthy Aging**



**Improve the Economy**



**Improve Mental & Behavioral Health for All**



**Foster Community-Wide Safety & Pride**



# 4 Ranges Wellness Center

## Together We Can

Livingston and Park County have a long, proud and shared history. People here believe in community. They believe in each other. But those beliefs are challenged by the realities of an aging population, a seasonally-driven economy, limited options for young people outside of school-based activities, and a loss of opportunities for neighbors to connect with one another. Each is a threat to the sense of community that Livingston is built upon. That, in turn, is a threat to Livingston as a whole.

The City of Livingston's recreation department is working to counteract those effects. Through countless fitness programs, sports leagues, athletic opportunities, arts and crafts classes, and interest-based courses, the programs it offers creates the experiences needed to improve health, develop skills, and make connections that enhance families, build friendships, and foster the community as a whole. But the facilities in which those programs are offered are a threat to those programs themselves.

This isn't a question of "if," it is a matter of "when"; because when the pool fails and when the gymnasium is inoperative, programs will be cut with little chance of revival.

So instead of asking "when," it is time to ask "how." How will we preserve the City-provided learning and recreation programs so many rely upon? How will we ensure kids have a safe place to learn about teamwork, self-discipline, and hard work? How will we help seniors stay active and connected? How will we protect and provide for the health of this community?

We will do it together. We will do it by building the 4 Ranges Wellness Center, a place where community is built, nurtured, and preserved for generations to come.

### **The Campaign for the 4 Ranges Wellness Center**

For more information please contact Chase Rose, Campaign Manager at 406-580-4328 or [chase@bannackgroup.com](mailto:chase@bannackgroup.com)

Date of this notice: 01-28-2021

Employer Identification Number:  
86-1752330

Form: SS-4

Number of this notice: CP 575 E

4 RANGES COMMUNITY RECREATION  
FOUNDATION  
% LISA L LOWY  
229 RIVER DR  
LIVINGSTON, MT 59047

For assistance you may call us at:  
1-800-829-4933

IF YOU WRITE, ATTACH THE  
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 86-1752330. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

When you submitted your application for an EIN, you checked the box indicating you are a non-profit organization. Assigning an EIN does not grant tax-exempt status to non-profit organizations. Publication 557, Tax-Exempt Status for Your Organization, has details on the application process, as well as information on returns you may need to file. To apply for recognition of tax-exempt status under Internal Revenue Code Section 501(c)(3), organizations must complete a Form 1023-series application for recognition. All other entities should file Form 1024 if they want to request recognition under Section 501(a).

Nearly all organizations claiming tax-exempt status must file a Form 990-series annual information return (Form 990, 990-EZ, or 990-PF) or notice (Form 990-N) beginning with the year they legally form, even if they have not yet applied for or received recognition of tax-exempt status.

Unless a filing exception applies to you (search [www.irs.gov](http://www.irs.gov) for Annual Exempt Organization Return: Who Must File), you will lose your tax-exempt status if you fail to file a required return or notice for three consecutive years. We start calculating this three-year period from the tax year we assigned the EIN to you. If that first tax year isn't a full twelve months, you're still responsible for submitting a return for that year. If you didn't legally form in the same tax year in which you obtained your EIN, contact us at the phone number or address listed at the top of this letter.

For the most current information on your filing requirements and other important information, visit [www.irs.gov/charities](http://www.irs.gov/charities).

**IMPORTANT REMINDERS:**

- \* Keep a copy of this notice in your permanent records. **This notice is issued only one time and the IRS will not be able to generate a duplicate copy for you.** You may give a copy of this document to anyone asking for proof of your EIN.
- \* Use this EIN and your name exactly as they appear at the top of this notice on all your federal tax forms.
- \* Refer to this EIN on your tax-related correspondence and documents.
- \* Provide future officers of your organization with a copy of this notice.

Your name control associated with this EIN is 4RAN. You will need to provide this information, along with your EIN, if you file your returns electronically.

If you have questions about your EIN, you can contact us at the phone number or address listed at the top of this notice. If you write, please tear off the stub at the bottom of this notice and include it with your letter. Thank you for your cooperation.

Keep this part for your records.

CP 575 E (Rev. 7-2007)

Return this part with any correspondence so we may identify your account. Please correct any errors in your name or address.

CP 575 E

999999999

Your Telephone Number Best Time to Call  
( ) -

DATE OF THIS NOTICE: 01-28-2021  
EMPLOYER IDENTIFICATION NUMBER: 86-1752330  
FORM: SS-4 NOBOD

INTERNAL REVENUE SERVICE  
CINCINNATI OH 45999-0023  
|||

4 RANGES COMMUNITY RECREATION  
FOUNDATION  
% LISA L LOWY  
229 RIVER DR  
LIVINGSTON, MT 59047

# THE ARTHUR M. BLANK FAMILY FOUNDATION

March 22, 2022

Andrew Field  
Board Chair  
4 Ranges Community Recreation Foundation  
414 E Callender St  
Livingston, MT 59047

**Subject:** Grant Agreement – Capital Support  
**Organization:** 4 Ranges Community Recreation Foundation - EIN: 86-1752330  
**Project/Program:** The 4 Ranges Wellness Center Capital Campaign  
**File Number:** #67571825  
(All correspondence should include the File Number)

Dear Andrew:

On behalf of the Board of Directors of The Arthur M. Blank Family Foundation, I am delighted to confirm a total grant award of \$10,250,000 (“Grant”) from The Arthur M. Blank Family Foundation (“Foundation”) to the 4 Ranges Community Recreation Foundation (“Grantee”) to provide Restricted Capital Support for the 4 Ranges Wellness Center Capital Campaign for a period of 48 months.

**Grantee’s Status.** Grantee warrants and certifies its status for tax purposes is that of Section 501(c)(3) of the Internal Revenue Code (“Code”).

Grantee will immediately notify the Foundation of any change or proposed change to its Internal Revenue Service tax status. Upon receipt of such notice, the Foundation, at its option, may terminate the Grant and shall have no further obligations to Grantee thereafter.

**Grant Purpose.** This grant is made only for the specific charitable purposes described in this Grant Agreement. The grant funds, which includes any interest earned on the funds, may not be used for any other purpose without prior written approval from the Foundation.

Restricted capital grant of \$10,000,000 to support the capital campaign to construct the 4 Ranges Wellness Center and general operating grant of \$250,000 to be used for campaign related expenses leading up to construction, including but not limited to associated fundraising expenses, project design and management, and public engagement efforts.

**Grant Amount.** \$10,250,000

**Grant Period.** The Grant Period will begin on 04/01/2022 and will end on 03/31/2026, at which time all Grant funds, including any income derived therefrom, should be fully expended, unless otherwise agreed upon in writing by the Foundation.

**Payment Schedule & Report Requirements.**

The grant is subject to the payment schedule and report requirements outlined in Exhibit A of this agreement and is payable upon the Foundation's receipt of this fully executed Agreement due on or before 03/28/2022.

**Communications.** In any subsequent correspondence with the Foundation regarding this Grant, please refer to the above-referenced file number and direct questions to:

Samantha Peirce, Grants Manager at [samantha.peirce@ambwest.com](mailto:samantha.peirce@ambwest.com) (406.595.4521)

**Publicity/Recognition.** Public acknowledgment of the Foundation's name and/or logo on the Grantee's website, annual report, or honor rolls used to categorize Foundations according to levels of giving is permitted. Please list any such acknowledgements as "The Arthur M. Blank Family Foundation".

Any external publicity such as press releases, news stories, email notifications and social media content utilizing the Foundation's name and/or logo must receive written approval by the Foundation's Director of Communications at least one week in advance of distribution. Please contact Caroline Huston at [caroline.huston@ambfo.com](mailto:caroline.huston@ambfo.com) (470.341.2054) for approval of external publicity.

A copy of any external publicity, including newspaper or magazine articles relating to the project being funded, must be submitted with your grant report.

**Terms and Conditions.** Grantee agrees the grant is subject to the following conditions:

1. **Use of Grant Funds.** Grant funds shall be expended by Grantee solely for the Grant Purpose stated in this Agreement. Any income derived from the temporary investment of Grant funds shall be used for the purpose of fulfilling this Agreement. The Foundation may suspend its payments hereunder at any time if Grantee ceases development of the Project or curtails the development and construction schedule in a manner that results in a delay of greater than one (1) year to the projected completion date.
2. **Recognition.** In recognition of the Foundation's grant and in reliance upon this Agreement, Grantee will recognize the Foundation and/or Mr. Blank as mutually agreed upon by 12/31/2023, and as currently outlined in Exhibit B Foundation Recognition Principles. The naming of the new 4 Ranges Wellness Center and all the terms and conditions of this Agreement will remain in effect in perpetuity. Grantee will consult with the Foundation should unforeseen circumstances arise during the construction process that require potential changes to the physical recognition. The Blank name and the other recognition provided herein may be removed from the new 4 Ranges Wellness Center only as a result of (i) a material default by the Foundation under Section 1 of this Agreement or (ii) an illegal or immoral act by Arthur M. Blank that materially and adversely impacts the reputation of Grantee. If Blank's name is so removed, Foundation shall no longer be obligated to make future grant installments. Grantee will not grant any other donor recognition rights to the new 4 Ranges Wellness Center as a whole or take any other action that positions another name in a manner that creates confusion as to the name of the new 4 Ranges Wellness Center. The Foundation and Grantee will agree on the final name of the 4 Ranges Wellness Center, the types and location of donor recognition in the new 4 Ranges Wellness Center (completion expected in 2025) during the completion of the design phase, including physical signage and virtual recognition on the Grantee's website and on

social media. If Grantee and the Foundation are unable to reach final agreement on such donor recognition matters by 12/31/2023, Foundation will have the right to terminate any further Grant payments and will have no further obligations under this Agreement. The Foundation's contribution may be noted in future Grantee publications. By signing this Agreement, the Foundation gives permission to publicize the Foundation's name, amount of the gift, and purpose, subject to the terms of this Agreement.

3. Record Keeping. Grantee will keep and maintain records of expenditures as required by the Internal Revenue Service. If a specific project grant is awarded, Grantee will keep a systematic record on a fund-accounting basis of revenues earned, and expenditures incurred, under the terms of the Grant. Grantee must be prepared to make substantiating documents available to the Foundation upon request.
4. Prohibited Uses. Grantee shall not use any of the funds from this grant in a manner inconsistent with Section 501 (c)(3) of the Code, including:
  - a. To intervene in any election; to support or oppose any political party or candidate for public office; or to engage in any lobbying or voter registration;
  - b. To make any grant to any individual;
  - c. To cause any private inurement or improper private benefit to occur.
5. Management & Organizational Changes. The Grantee agrees to provide immediate written notice to the Foundation if significant changes or events occur during the term of this grant which could potentially impact the progress or outcome of the grant, including, but not limited to, changes in the Grantee's executive leadership, senior management, or if the Grantee experiences significant or material losses of funding.
6. Right to Claim. Without limitation, no third party nor any of Grantee creditors or any trustee shall have any right or claim in this Grant or the proceeds of any part thereof by any purported assignment or transfer at any time. No other party may rely upon the terms and conditions of this Grant.
7. Partnership or Joint Venture. Nothing herein shall be considered to create a partnership or joint venture relationship between Grantee and the Foundation and, Grantee shall at all times be solely responsible for all of its debts and obligations.
8. Indemnity. Grantee agrees to indemnify, defend and hold harmless Arthur M. Blank and the Foundation, including the Foundation's directors, officers, and employees, and its or their affiliates, heirs and assigns (collectively "Blank Indemnified Parties") from and against any and all third-party claims, actions, liabilities, and expenses (including reasonable attorneys' fees) (collectively ("Losses") arising or resulting from the development or operation of the new 4 Ranges Wellness Center or otherwise arising due to the fact that Mr. Blank's name is on the new 4 Ranges Wellness Center, provided, however, that this indemnification shall not apply to Losses arising from the negligence or willful acts or omissions of the Blank Indemnified Parties.



9. Termination of Grant. If the Foundation determines, in its reasonable discretion, that Grantee has substantially violated or failed to carry out any provision of this Agreement, the Foundation may terminate this commitment, cancel any further grant payments to Grantee under this or any other grant agreement, demand the return of all or part of the grant funds not properly spent or unused at any time any of the following occurs:
  - a. Grantee fails to submit reports when due.
  - b. Foundation determines the Grantee has made any misrepresentation or misappropriated grant fund.
  - c. Grantee becomes insolvent or fails to meet on a current basis any of its debts or obligations.
  - d. The taking of Grantee property by official levy or execution.
  - e. Grantee filing for an appointment of a trustee, receiver, or liquidator.
  - f. Grantee filing of a voluntary petition in bankruptcy or filing by anyone else of an involuntary petition in bankruptcy against the Grantee.
  
10. Additional Support. This grant is made with the understanding that the Foundation has no obligation to provide other or additional support or grants to the Grantee.
  
11. No Waivers. The failure of the Foundation to exercise any of its rights under this Agreement shall not be deemed to be a waiver of such rights.
  
12. Miscellaneous. No amendment to this Agreement will be effective unless in writing and signed by authorized representatives of Grantee and the Foundation. This Agreement and its Addendum, incorporated herein by reference, and all exhibits and attachments hereto, constitutes the entire agreement of the parties and supersedes all prior negotiations and agreements between the parties, whether oral or written, relating to the subject matter hereof.

No waiver of any provision of this Agreement will be effective unless in writing and signed by the party to be charged. No waiver of a breach of any provision of this Agreement shall be construed to be a waiver of any breach of any other provision.

All notices or deliveries permitted or required by this Agreement shall be made in writing and delivered to a party at the address for such party listed below (as such address may be updated from time to time using these notice provisions), and shall be effective upon (i) hand delivery, (ii) five (5) days after mailing with proper postage by registered or certified mail return receipt requested (or future equivalent) or (iii) one business day following mailing by nationally recognized overnight courier.

No delay in acting with regard to any breach of any provision of this Agreement shall be construed to be a waiver of such breach. Neither party shall be liable to the other party for any interruption or delay arising from causes beyond such party's reasonable control, including without limitation, acts of God, including pandemics, acts of any government, war or other hostility, civil disorder, the elements, fire, explosion, power failure, telecommunications service failure or interruption, equipment failure, industrial or labor dispute, or inability to access necessary supplies.

This Agreement shall be binding upon and shall inure to the benefit of Grantee and the Foundation respectively, and their respective representatives, successors and permitted assigns, and Grantee will not enter into any transaction that results in a change of ownership of the 4 Ranges Community Recreation Foundation unless the successor owner expressly agrees in writing for the benefit of Foundation (a true and correct copy of which will be delivered to Foundation on or before Closing) to be bound by all obligations of Grantee under this Agreement.

This Agreement may be executed simultaneously in two (2) or more counterparts, and signatures may be exchanged by facsimile or scan, each of which shall be deemed an original, but all of which together shall constitute one (1) and the same document. If any provision of this Agreement should be held illegal, invalid, or unenforceable by a court having jurisdiction, under present or future laws effective during the term of this Agreement, the legality, validity and enforceability of the remaining provisions shall not be affected thereby. In the event of any conflict between the terms of this Agreement and any donor recognition policies or other policies of Grantee, the terms of this Agreement will control.

If all is in order, please sign this Grant Agreement through DocuSign and retain a copy for your files.

Sincerely,

Fay Twersky  
President

**Acceptance of Agreement.** The Arthur M. Blank Family Foundation, a Delaware not for profit corporation (“Foundation”) with offices located at 3223 Howell Mill Rd NW, Atlanta, GA 30327 hereby agrees to abide by the terms and conditions of the Grant, as set forth above. The authorized person below is executing the Agreement on behalf of the Foundation:

Signature \_\_\_\_\_  
Print Name Fay Twersky  
Title President  
Date \_\_\_\_\_  
EIN/Tax ID of Foundation: 38-3983213

**Acceptance of Agreement.** The 4 Ranges Community Recreation Foundation (the “Grantee”), a not-for-profit located at 414 E Callender St, Livingston, MT 59047 hereby agrees to abide by the terms and conditions of the Grant, as set forth above. The authorized person below is executing the Agreement on behalf of the 4 Ranges Community Recreation Foundation:

Signature  \_\_\_\_\_  
Print Name Andrew Field  
Title Board Chair  
Date 3/17/2022  
EIN/Tax ID of Grantee: 86-1752330

**Exhibit A – Progress Payments & Report Requirements**

The \$10,250,000 grant award will be paid to Grantee according to the payment schedule below. This schedule is an estimate based on current plans underway and construction timeframe. This schedule has the potential to change based on project progress.

All progress payments will be subject to the Progress Report Requirements outlined below and receipt of the reports by or before the specified due dates.

<b>Fiscal Year</b>	<b>Payment Date</b>	<b>Period Covered</b>	<b>Amount</b>	<b>Due Date of Progress or Final Report</b>
Year 1	March 31, 2022	April 1, 2022 – January 31, 2023	\$250,000	January 31, 2023
Year 2		February 1, 2023 – January 31, 2024		January 31, 2024
Year 3	March 31, 2024	February 1, 2024 – January 31, 2025	\$10,000,000	January 31, 2025
Year 4		February 1, 2025 – March 31, 2026		March 31, 2026 (Final Report)

**Progress Report Requirements:**

The Foundation requests reports be submitted into our grants system on or before the specified due dates. Release of multi-year payments by the Foundation are subject to receipt of progress reports from the Grantee by the due dates listed above, and fulfillment of the conditions outlined in the report requirements section below.

**Conditions for Release of Payments:**

The release of payment in year 3 is subject to Grantee raising the remaining \$23 million and any additional amounts needing to be raised to complete the campaign and have sufficient resources to complete construction of the building, including escalation costs. In addition, release of payment in year 3 is subject to the successful passing of the special tax district to support wellness center operations, as well as the submission of an updated operating and construction budget.

If the project is scaled back from the original budget submitted in the proposal due to a fundraising deficit, this grant agreement and the amount of the \$10,000,000 capital grant will be reassessed. If the project is scaled back or value engineered to a point where the vision of the project is significantly diminished, the gift in its entirety will be reassessed and a new grant award will be determined that is appropriate for the diminished scope of the project.

The Foundation and Grantee will agree on the final name of the 4 Ranges Wellness Center and/or other opportunities and location of Foundation recognition in the new 4 Ranges Wellness Center (completion expected in 2025) during the completion of the design phase, including physical signage and virtual recognition on the Grantee's website and on social media by 12/31/2023.

### **Required Information for Progress Reports**

In addition to the report requirements outlined below, minimally Grantee will report on its activities towards achieving the purposes for which the grant was made, including highlights of specific outcomes achieved, successes, challenges, and lessons learned during the grant period as it relates to this specific request.

Release of payment for Year 3, is subject to the following financial and progress reports:

1. Grantee's IRS 990 and audited financial statements for the most recently completed Fiscal or Calendar year end.
2. Grantee's Actual Year-to-Date Financial Statements for the current, active, fiscal year through the most recent month closed prior to the submission of the progress report. Include a Profit and Loss Statement (P&L); Balance Sheet; and Cash Flow Statement.
3. Grantee's YTD Capital Budget vs. Actual Year-to-Date Variance Analysis.
4. Capital campaign fundraising report: Annually, the report should include the largest committed funding sources for the capital project raised during the year, as well as since the start of the project. The report shall outline the top prospects and amounts to be raised from those prospects.
5. Construction progress report, including a YTD construction budget to actual variance report, and a narrative that captures any significant challenges, achievements, or changes in the scope of the construction project.

### **Required Information for Final Report**

A Final Report is required to close out this grant. The Final Report must include the following financial and progress reports:

1. Final project budget to actual expenditure report outlining how funds were expended at the end of each payment year.
2. Three-year operating financial forecasts for the Grantee, post-completion of the construction project.
3. Fundraising strategy and plan to support the organization's new larger operating budget and footprint.
4. Final construction report, that captures any significant challenges, achievements, or changes in the scope of the construction project.
5. Final report that highlights specific outcomes achieved, successes, challenges, and lessons learned during the grant period as it relates to this specific request.

## **Exhibit B – Foundation Recognition Principles**

**Background.** For more than twenty years, Arthur M. Blank and his family’s philanthropy have had a monumental impact on positively changing peoples’ lives and enhancing the communities in which they live. Through the leadership and involvement of Arthur M. Blank and his family foundation, Grantee will build a recreation and wellness center to serve as a community asset.

The purpose of the recognition of the Foundation by Grantee in accordance with this Agreement is to acknowledge and recognize the contribution of the Foundation and the personal and philanthropic legacy of Arthur M. Blank.

### **Foundation Recognition Principles:**

1. The 4 Ranges Wellness Center being constructed at 229 River Drive, Livingston, MT 59047 (the “Center”) will be tentatively referred to physically and digitally as the Arthur M. Blank Wellness Center. The final name of the Center will be agreed to by the parties by no later than 12/31/2023. All signage and other Foundation recognition assets will be created in collaboration with the Foundation and funded by Grantee and will be agreed upon no later than 12/31/2023.
2. The Arthur M. Blank name will be the most prominent donor name on the Center. The Foundation will have the right to consult with Grantee on the placement and prominence of other major donor recognition assets on the Center. All physical wayfinding and other signage may include the Grantee name above the Center’s name. Renderings of signage (both during construction phase and permanent signage) will be shared with the Foundation for review and approval by 12/31/2023.
3. All signage must comply with all applicable Federal, State, and local rules and regulations, and Grantee will use reasonable business efforts to oppose any interpretation or change in law or regulation that would require any material alteration to the signage.
4. The parties understand that the renderings that will be attached as exhibits to this Grant Agreement do not constitute final depictions of the design of the Center, but they agree that any material alteration of the location or design of any of the signage elements shown on such renderings will require the approval of the Foundation, which shall not be unreasonably withheld, conditioned, or delayed.
5. Grantee will consult with the Foundation regarding placement of the Arthur M. Blank or the Arthur M. Blank Family Foundation name on the Grantee website, social media, and other collateral. Given the nature of changing technology and opportunities, Grantee agrees, to the extent that the Arthur M. Blank or the Arthur M. Blank Family Foundation is referenced individually and not as part of Grantee as a whole, that such placements across any media utilized by Grantee (whether now existing or developed in the future) will generally be no less prominent than similar references to any other component of the Grantee’s facilities or programs.



PO Box 1280, Livingston, MT 59047-1280  
Office: 406-223-3137  
www.kendedafund.org

August 18, 2021

Chase Rose  
The 4 Ranges Recreation Foundation  
27 Hatfield Ct.  
Bozeman, MT 59718

**Re: To support the 4 Ranges Wellness Center in Livingston, MT**

Dear Chase:

The Kendeda Fund has approved a multi-payment grant in the amount of \$5,000,000 to your organization for the above purpose, in accordance with the below payment schedule, pending your organization's approval of tax exempt status under Internal Revenue Code Section 501(c)(3) and classified under Code Section 509(a) (1), (2), or (3), or exempt under Code Section 4940(d)(2). This grant award is also contingent on the successful passage of the Parks & Recreation Special District that will be utilized to fund the operational expenses of this facility. Moreover, this grant may be withdrawn if total pledges do not exceed \$15,000,000 by Dec. 31, 2021.

Provided your organization is in compliance with these terms at the time of each payment, this grant will be paid as follows:

Installment	Amount	Payable
1	\$2,500,000	2022
2	\$2,500,000	2023

Please send receipts, grant confirmations, or other correspondence regarding this contribution to the address listed above. If you are interested in including a link to The Kendeda Fund on your website or mentioning us in other communications, our press policies, logo and brand guidelines can be found here: <http://kendedafund.org/grantee-portal> (Password: kendedalogo2015). Any questions that are not answered by visiting this webpage should be directed to your fund advisor.

The Kendeda Fund wishes you and your organization every success in your important work. If you have any questions concerning this grant agreement, please contact Tim Stevens at [tim@kendedafund.org](mailto:tim@kendedafund.org) or via phone at the number above.

Sincerely,

Dena Kimball  
Executive Director, The Kendeda Fund

Aspen

\$74,868

1/2 yr 1

1/2 yr 2

**CITY OF LIVINGSTON  
ARPA – BUCKET A  
SOLICITATION FOR REQUESTS FOR FUNDING  
August, 2022**

The City of Livingston has received a pool of funding from the American Rescue Plan Act (ARPA) for Local Recovery Funds. This funding is commonly referred to as "ARPA Bucket A". The Livingston City Commission formed an ARPA Visioning Committee to help guide the process of distributing these limited one time funds to their highest and best use. That Committee was formed through Resolution 5027 (see link):

[ARPA Visioning Ad-Hoc Committee | Livingston, Montana \(livingstonmontana.org\)](#)

Through their collaborative work, the ARPA Visioning Committee, as appointed by the Livingston City Commission, has recommended that the eligible categories for funding be limited to the following:

1. Support public health response related to COVID-19.
2. Address negative economic impacts or those disproportionately impacted directly related to COVID19.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

These recommendations were accepted by the Livingston City Commission on 8/9/2022, along with the recommendation to open the Grant Solicitation process for those meeting the above criteria to request funding through a competitive process.

If your project or program meets eligibility criteria and you wish to apply for funding, please complete the form and send in all required attachments as directed in the form. *Incomplete applications will be returned.*

The application submission process will open on August 15, 2022.

The deadline to apply is September 15, 2022 at 11:59pm. *Late applications will not be accepted.*

Completed Applications should be submitted electronically via email to:

[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org).



## **Our Process**

All applications received will be reviewed to confirm eligibility, as they are received and no later than September 16, 2022. Applications which are confirmed to be eligible will be reviewed by the ARPA Visioning Committee for a recommendation to the Livingston City Commission on or before September 30, 2022. Final decisions for funding will be made by the Livingston City Commission in the regularly scheduled commission meeting on October 18, 2022.

## **Key Dates**

Application Period Opens	August 15, 2022
Deadline to Apply for Funding	September 15, 2022
First Committee Review	September 22 and 29, 2022
Recommendations to the Livingston City Commission	September 30, 2022
Livingston City Commission Funding Decision	October 18, 2022

Late or incomplete applications will not be accepted.

All applications should be emailed to [citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org).

**Special Note: ARPA funds are federally regulated and “duplication” of funding is not permitted under any circumstance.**



PO Box 653  
Livingston, MT  
59047

**City of Livingston ARPA Eligibility Determination**

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input checked="" type="radio"/>	Support public health response.
<input type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input type="radio"/>	COVID Prevention in Congregant Settings
<input type="radio"/>	PPE - Personal Protective Equipment
<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
<input type="radio"/>	Payroll Costs for Public Health Staff and Responders
<input type="radio"/>	Mental Health or Substance Use Services
<input type="radio"/>	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
<input type="radio"/>	Other Economic Support
<input checked="" type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
<input type="radio"/>	Housing Support: Affordable Housing
<input type="radio"/>	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

Is your organization a qualified 501c3 or 501c6?

Yes

No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - o If yes, provide name and address along with letter of support and fiscal sponsorship.

*Heidi C Barrett, Executive Director*  
**ASPEIN**



LIVINGSTON  
Montana

**Organization Name, Address, City, State and Zip**

ASPEN – Abuse Support and Prevention Education Network, PO Box 653, 411 E. Callender Street, Livingston, MT 59047

**PROJECT OVERVIEW**

- 1. **Budget and Amount of Request** In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

ASPEN has included a budget below and has attached the same.

The total project budget per year is \$74,396.

ASPEN is requesting \$37,434 per year from the City of Livingston ARPA funds for this two-year grant.

**ASPEN BUDGET per year:**

Personnel:	\$66,042
Contracted Services:	\$ 598
Local & outlying Travel:	\$ 1,216
<u>Operating Expenses:</u>	<u>\$ 6,540</u>
TOTAL	\$74,396
Committed by VAWA:	(\$36,962)
<b>TOTAL Requested per year</b>	
<b>from City of Livingston:</b>	<b>\$37,434</b>

- 2. **Project Description** In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

ASPEN serves victims/survivors of domestic and sexual violence and human trafficking and provides violence prevention education to communities in order to end generational violence. ASPEN operates a 5-bedroom, 3-bath Safe House in Livingston and is a resource for ANYONE seeking shelter, no matter the reason. ASPEN is a resource “connector” and has developed a strong network of support for those in need in our community. ASPEN has been operating in Park County for 22 years and is a well-respected financially sound organization. An investment in ASPEN’s work will provide a big return.

In addition to providing a wide variety of direct victim services to those affected by violence, ASPEN works with law enforcement to ensure the very best trauma-informed practices are used when interviewing victims or responding to abuse. ASPEN’s approach is to provide the best services to victims, make available to them mechanisms for dealing with trauma and reduce the negative impacts of all forms of abuse including dating violence, stalking, and gender-based violence. ASPEN also provides Mindfulness for Trauma to any community

members free of charge in order to help everyone develop and utilize coping skills which allow for recovery from trauma in a non-violent manner.

ASPEN has witnessed an increase in stress levels during Covid-19 from both clients, staff and community members—including law enforcement and healthcare providers. The isolation, physical distancing and uncertainty all has taken its toll. Not only did it cause mental stress, but it also caused ASPEN to place clients in hotels rather than in its Safe House to meet CDC guidelines for safety and sanitation. This in turn caused stress for clients and staff alike.

*“While many children and youth are excited to be back to in-person learning, there’s no question that the trauma, stress, and isolation COVID brought have taken a toll – on students and parents alike. The Centers for Disease Control and Prevention (CDC) has tracked sharp increases in suicide attempts by adolescent girls, prolonged emergency room visits for mental health issues among youth, and young adults needing and receiving treatment for mental health problems.*

*Sadly, it’s something many of us are seeing firsthand. That’s why I want to share some of the resources we’ve created and information we’re sharing to help address our country’s youth mental health crisis.”*

*~~Futures Without Violence, September 12, 2022*

ASPEN is seeking funding for K-12 violence prevention education with its Trust, Respect, Empathy & Empowerment (TREE) program in the schools within its service area; for providing professional training to law enforcement, healthcare providers, and other entities around how to respond to sexual and domestic violence victims in a trauma-informed manner; and for providing Mindfulness for Trauma to any community member who desires; provide outreach and education regarding both domestic violence & sexual assault & human trafficking but also information on becoming more trauma-informed. Both the education programs and the trainings will ensure our community members, school children, and professionals are developing skills to be trauma-informed and to be resilient and have the coping skills needed to navigate traumatic experiences, thus making our entire communities violence-free and more able to positively react to stressful situations.

**3. Who Does This Project Directly Serve? In the box below please description who this project serves and how it serves a community need directly and tangibly**

The project will directly serve all students in K-12 who receive the TREE education program (our goal is to reach 1,600 students); professionals who deal directly with victims of sexual, domestic or human trafficking crimes (our goal is to provide 8 professional trainings a year and reach up to 100 professionals); any community member who participates in ASPEN’s Mindfulness for Trauma with a certified trainer (our goal is to provide 48 sessions per year); and finally, to reach the general public through tabling and other public events (our goal is to reach 850 members of the public per year).

**4. Measurable Outcomes and Deliverables The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measurable outcomes and deliverables will measure the successful use of this funding.**

ASPEN plans to utilize the awarded funds to accomplish four things each year for two years: 1) ASPEN will provide 8 trainings to law enforcement personnel, human resource personnel, and healthcare providers to

ensure trauma-informed practices are used when directly interacting with victims and that personnel are able to recognize the signs of abuse and respond accordingly; 2) ASPEN will provide victims with weekly (48 sessions) evidence-based trauma-informed mindfulness therapy to increase coping skills and minimize negative stress reactions; 3) ASPEN will provide 1,600 students in its 3-county service area violence prevention education in the form of its TREE (Trust, Respect, Empathy and Empowerment) program for ages 11 – 18 years, and 4) ASPEN will provide educational and awareness activities to 850 members of the general public in the 3-county service area through tabling and other 3<sup>rd</sup> party events and quarterly educational programs.

Expected outcomes related to the four goals listed above are: 1) law enforcement in our 3-county service area will have the skills and knowledge to appropriately interact and interview victims of sexual assault, stalking, dating violence, human trafficking and domestic abuse in a trauma-informed way to not further cause harm to victims; 2) ASPEN clients and members of the public will learn how to regulate emotions, actions, and negative responses to stress by implementing the approaches to breathing and thinking learned from a certified instructor for Mindfulness for Trauma; 3) Youth in ASPEN's service area will learn from an evidenced based curriculum how to recognize healthy versus unhealthy relationships and behaviors and how to solve conflicts without violence, and how to respect others and become an "upstander" and intervene when they see a potential bullying situations. These behaviors will be shared in the homes of these children and we expect the community at large to become more violence free; and 4) members of the public will learn how to recognize and respond to domestic & sexual violence, stalking, dating violence, and human trafficking and will learn more about ASPEN's programs from printed materials and conversations at public tabling and outreach events.

**5. ARPA Statement Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.**

ASPEN experienced first-hand how youth and adults were affected by Covid-19 since 2020. Many of our community members, adults and children alike, expressed having a negative mental state during Covid. ASPEN saw an increase in violent behavior and an increase in the need for ASPEN services. At the same time, we were limited in the type of in-person services we could provide. ASPEN's prevention education programs were basically put on hold for nearly a year and a half, causing a delay in the delivery of

ASPEN works to help keep communities resilient and able to deal with secondary trauma. ASPEN's prevention education and professional trainings all deal with helping community members cope with stressful situations in a positive way.

All ASPEN services, including those in this grant application are FREE of CHARGE to anyone. We are well-aware of the economic hardships caused by Covid-19 and are committed to providing the best quality services FREE of CHARGE to all.

We have found that violence prevention and teaching children how to solve conflicts without using violence is the only way we can make a paradigm shift in the world.

6. Implementation Plan Please describe in the box below how you will implement the project in a timely manner

**Goal 1: To provide 8 professional trainings to law enforcement, healthcare providers, other agencies, and entities in the community who come in contact with survivors to help enhance trauma-informed interviewing techniques and approaches for dealing with victims/survivors to lessen trauma October 1, 2021 to September 30, 2024.**

	Activity Title	Start Date	Target End Date	Responsible Person	Activity Description and Tracking Method
1	Develop Topics for trainings	10/1/2022	12/1/2022	Jenny Jo Allen, Education & Outreach Coordinator	Gather topic materials to be used for trainings.
1	Contract with Brian Fischer on trainings we wish for him to execute.	10/1/2022	9/30/2024	Jenny Jo Allen, Education & Outreach Coordinator	Review materials, sign contract for payment and secure the location for trainings, arrange space and audio/visual needs.
2	Administer pre- & post-surveys to LE who attend the trainings to track progress to increase law enforcement's understanding of victim-blaming language versus trauma-informed language.	10/1/2022	periodically determined by dates of the trainings	Jenny Jo Allen, Education & Outreach Coordinator & Brian Fischer, contracted instructor	Distributing and collecting all pre- & post-surveys for all trainings and turn in to database manager to enter in OSNIUM for tracking.
3	ASPEN client survey distribution.	10/1/2022	At the end of each training session throughout the life of the project	Jenny Jo Allen, Education & Outreach Coordinator and other ASPEN advocates for victims who have interacted with LE.	Provide client surveys to each survivor who receives ASPEN and Law Enforcement service to measure survivor-reported reduction of re-traumatizing response behaviors of LE officials.

**Goal 2: To provide victims with weekly (48 sessions per year) evidence-based trauma-informed mindfulness therapy to increase coping skills and minimize negative stress reactions from October 1, 2021 to September 30, 2024.**

	Activity Title	Start Date	Target End Date	Responsible Person	Activity Description and Tracking Method
1	Mindful Resilience for Trauma sessions	10/1/2022	9/30/2024	Kelly Miller, Certified Instructor and owner Movement Collaborative	The classes will be held once a week for 48 weeks. Rent will be paid quarterly to the Movement Collaborative for the space.

2	Develop updated flyers and posters for each session.	10/1/2022	monthly for grant period	Kelly Miller, Certified Instructor and owner Movement Collaborative	Hang posters and distribute flyers to pre-determined locations throughout the community.
3	Create and distribute survey	10/1/2022	every 5 weeks after completion of sessions for life for grant period	Kelly Miller, Certified Instructor and owner Movement Collaborative	Each participant in each 5-week session will complete a pre- and post-survey which will evaluate skills developed and used. These results will be used to evaluate the sessions.
4	Market Mindful Resilience	10/1/2022	monthly for grant period	Heidi Barrett, Executive Director	Develop and send monthly E-news with the info on Mindful Resilience to 1,000 members of listserve. Track open and response rate on E-news through Emma analytics and adjust accordingly for maximum response.

**Goal 3: To provide violence prevention education to up to 1, 600 children per year in the 3-county service area sharing lessons about healthy relationships, dating violence, consent, what are signs of an unhealthy relationship, how to solve conflicts without violence, and how to recognize and stop dating violence October 1, 2021 to September 30, 2024.**

	Activity Title	Start Date	Target End Date	Responsible Person	Activity Description and Tracking Method
1	Contact all schools in the 3-county service area for scheduling the year's classes.	10/1/2022	Ongoing for life of grant	Stella Newman, Prevention Coordinator	Stella will develop a comprehensive list of school contacts and then work with the appropriate person to schedule lessons. The schedules will be shared on a centrally located calendar in ASPEN's conference room and on the electronic Google calendars which ASPEN staff shares.
2	Develop pre & Post surveys for all classes to be taught.	10/1/2022	Ongoing for life of grant	Stella Newman, Prevention Coordinator	ASPEN will provide virtual self-reporting surveys to the students via the teachers of classes that ASPEN has guest-taught to measure knowledge and understanding of lesson topics at the end of each semester/trimester. These results will be provided to the school staff to help develop future lessons topics and collaboration efforts with ASPEN. Record results in OSNIUM.
3	Contact all schools in the 3-county service area for scheduling the year's classes for 2023.	10/1/2023	9/30/2024	Stella Newman, Prevention Coordinator	Schedule all schools for the next school year. Turn in all online virtual survey graphics showing results to database manager to be entered in OSNIUM.

**Goal 4: To provide outreach and awareness activities around domestic violence, sexual assault, stalking and human trafficking to 850 members of the general public per year in our 3-county service area October 1, 2021 to September 30, 2023.**

	Activity Title	Start Date	Target End Date	Responsible Person	Activity Description and Tracking Method
1	Secure locations, times and topics for outreach events	10/1/2022	Ongoing for life of grant	Jenny Jo Allen, Education & Outreach Coordinator	General tabling events at 3rd party venues, every conversation will be tracked on ASPEN's outreach event tally sheet. Data entered in OSNIUM by database manager.
2	Develop educational/awareness topics for quarterly programs	10/1/2022	Every quarter until 09/30/2024	Jenny Jo Allen, Education & Outreach Coordinator	Secure speakers and space for quarterly educational/awareness programs in the communities we serve. ASPEN will record attendance and feedback on event tally sheet. Data entered in OSNIUM by database manager.
3	Marketing for all events	10/1/2022	Ongoing for life of grant	Jenny Jo Allen, Education & Outreach Coordinator	Create graphics, flyers and brochures, E-News for outreach events and awareness activities. Closely decipher analytics from Google for our website and Emma analytics for our E-News to be sure we are reaching our goals of engagement in a strategic way.

**7. Reporting Requirements** The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

Yes, absolutely I have the capability of reporting expenditures and deliverables every 6 months.

(ASPEN has been completing quarterly reports for Park County for several months)

**8. Other Funding Sources** The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they much be declared in full with documentation below.

ASPEN has applied and received notification of a commitment of \$36,962 in funds from the Federal Violence Against Women's Act (VAWA-letter attached) for violence prevention education, Mindfulness for Trauma, and for professional trainings. No other federal or ARPA funds have been committed for this project.

*Heide Barnett*  
Executive Director, ASPEN





# BUDGET for ASPEN



LIVINGSTON  
Montana

Agency: ASPEN

Date Revised: 9/15/2022

Budget Category	TOTAL	VAWA	CITY ARPA
<b>A. Personnel</b>			
Education and Outreach Coordinator .75FTE	32,760	16,380	16,380
Fringe Benefits	6,149	3,075	3,075
Prevention Coordinator @ 19/hour for 25 hours per week	24,700	12,350	12,350
Fringe Benefits	2,433	1,217	1,217
			0
			0
			0
			0
			0
			0
<b>Total Personnel</b>	<b>\$66,042</b>	<b>\$33,022</b>	<b>\$33,022</b>
<b>B. Contracted Services</b>			
Brian Fischer- Trainer	598		598
			0
			0
<b>Total Contracted Services</b>	<b>\$598</b>	<b>\$0</b>	<b>\$598</b>
<b>C. Travel and Per Diem</b>			
Local Travel & Outlying travel	1,216	672	544
			0
			0
			0
			0
<b>Total Travel and Per Diem</b>	<b>\$1,216</b>	<b>\$672</b>	<b>\$544</b>
<b>D. Equipment (Items valued \$5,000 or greater)</b>			
			0
			0
<b>Total Equipment</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>E. Operating Expense</b>			
Movement Collaborative Rental space	1,680	840	840
Kyocera Printer/Copier Lease	4,860	2,430	2,430
			0
			0
			0
			0
			0
			0
<b>Total Operating Expense</b>	<b>\$6,540</b>	<b>\$3,270</b>	<b>\$3,270</b>
<b>Total Project Budget</b>	<b>\$74,396</b>	<b>\$36,962</b>	<b>\$37,434</b>
	TOTAL	VAWA	ARPA



# OFFICE OF THE SHERIFF PARK COUNTY, MONTANA

WITH COURAGE, HONOR AND INTEGRITY, WE PROTECT THE RIGHTS OF ALL CITIZENS

**SHERIFF BRAD BICHLER**  
**CLAY HERBST - UNDERSHERIFF**

November 17, 2021

Heidi Barrett  
ASPEN  
P.O. Box 653  
Livingston, MT 59047

Re: Support for ASPEN

To Whom It May Concern:

The Sheriff's Office of Park County works very closely with ASPEN. ASPEN provides direct services to victims of domestic or sexual violence. When the Sheriff's Office encounters a victim, our deputies are able to provide the victim with contact information and service descriptions provided by ASPEN and we encourage the victim to make the call to ASPEN, regardless of the hour of day or night. ASPEN staff are compassionate, professional and in a position to counsel and guide the victim to the most beneficial services in our community. Without ASPEN, the Sheriff's Office would need to find a way to provide resources. The services of ASPEN are needed and are beneficial to our community.

I highly recommend the continued support and funding for ASPEN in Park County, Montana.

If I can be further assistance, please do not hesitate to contact me at 406-222-4172.

Respectfully Yours,

Sheriff Brad Bichler

PARK COUNTY SHERIFF'S OFFICE  
414 East Callender Street  
P.O. Box 443  
Livingston, MT 59047

BUSINESS/CIVIL (406) 222-4172  
NON-EMERGENCY (406) 222-2050  
FAX (406) 222-4175

# **LIVINGSTON POLICE DEPARTMENT**

414 EAST CALLENDER STREET  
LIVINGSTON, MONTANA 59047  
(406) 222-2050 • FAX (406) 222-6121  
www.livingstonmontana.org

**CHIEF OF POLICE**

**DALE JOHNSON**

E mail [djohnson@livingstonmontana.org](mailto:djohnson@livingstonmontana.org)

February 1, 2022

To Whom It May Concern:

As Chief of Police for the City of Livingston, I am pleased to offer my continued support toward grant funding of VAWA funds for the local Abuse Support & Prevention Education Network (ASPEN).

With limited resources in the City of Livingston, law enforcement has relied on the successful working relationship with ASPEN to provide a high level of service to support victims and survivors of domestic and sexual violence.

Through the collaborative effort between ASPEN and law enforcement, we are able to focus our time and effort on the criminal investigation portion while ASPEN can assist with the emotional and physical support needed from the victim. Without this program, community members would surely suffer and law enforcement resources would be further strained.

This service has proven to be an outstanding resource for law enforcement and provides a much-needed tool for helping victims deal with a most traumatic time in their lives.

Without hesitation, I endorse the services provided by ASPEN and offer my full support for VAWA funding request that may be necessary to continue this valuable program.

Sincerely,



Dale Johnson  
Chief of Police



Abuse Support & Prevention  
Education Network

PO Box 653 \* 411 E. Callender Street \* Livingston, MT \* 59047 / 406-222-5902 / info@aspenmt.org

September 14, 2022

Lisa Lowy, Interim City Manager  
ARPA Visioning Ad-Hoc Committee  
City of Livingston

Dear Lisa and committee members,

Please accept this application for the City of Livingston ARPA funding from ASPEN.

As you may recall, ASPEN asked for a very small amount of funding from the city in conjunction with its Park County proposal. I am delighted that the city ARPA funding will be providing \$5,000 a year for two years for ASPEN's project.

After learning of the amount of funds the city had available through the ARPA funding, I was compelled to request additional funding for another of ASPEN's programs.

Thank you for the opportunity to apply for funds. I have attached along with the application the following: ASPEN's proposed budget for this project (presented as a one-year budget); letters of support; ASPEN's proof of 501(c)3 status; letter confirming committed funds from the Montana Board of Crime Control (VAWA funding); and an impact report.

ASPEN put in the application for a business license on September 14<sup>th</sup> and as soon as I have the copy I will forward it to you.

Please contact me if you have any questions or require additional information regarding this project.

Sincerely,

Heidi Barrett  
Executive Director

OGDEN UT 84201-0029

In reply refer to: 4077550277  
Apr. 14, 2015 LTR 4168C 0  
81-0534941 000000 00  
00026293  
BODC: TE

ASPEN-ABUSE SUPPORT & PREVENTION  
EDUCATION NETWORK  
% LAWRENCE M QUIGLEY  
PO BOX 653  
LIVINGSTON MT 59047-0653

6671

Employer Identification Number: 81-0534941  
Person to Contact: Ms Benjamin  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Mar. 12, 2015, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in March 2001.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website [www.irs.gov/eo](http://www.irs.gov/eo) for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

4077550277  
Apr. 14, 2015 LTR 4168C 0  
81-0534941 000000 00  
00026294

ASPEN-ABUSE SUPPORT & PREVENTION  
EDUCATION NETWORK  
% LAWRENCE M QUIGLEY  
PO BOX 653  
LIVINGSTON MT 59047-0653

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



Tamera Ripperda  
Director, Exempt Organizations

---

**VAWA 2022-2023 funding**

1 message

---

**DeLaCruz, Criselda** <Criselda.DeLaCruz@mt.gov>  
To: Heidi Barrett <heidi@aspenmt.org>

Wed, Sep 14, 2022 at 2:14 PM

Good Afternoon Heidi – Official award letters for the VAWA funding decisions will be sent out later next week, but I wanted to let you know that the Montana Board of Crime Control Board met September 8<sup>th</sup>, 2022 and made funding decisions for the VAWA 2022/2023 award cycle. Aspen submitted an application requesting \$70,852 with a match portion of \$3,544; Aspen was awarded a total amount of \$36,962 with Aspen providing match in the amount of \$3,544 is match is able to be made. As a non-profit, Aspen is not required to provide a match, but is welcomed to provide if able to.

Please let me know if you need further information. Thank you! Criselda.

---

**Criselda DeLaCruz****Grant Programs Supervisor****Montana Board of Crime Control**Office: 406-444-1998 | Email: [criselda.delacruz@mt.gov](mailto:criselda.delacruz@mt.gov)

5 S. Last Chance Gulch | PO Box 201408 | Helena, MT 59620





Montana Board of Crime Control  
5 S Last Chance Gulch  
PO Box 201408  
Helena MT 59620  
Phone (406)444-3604  
Fax (406)444-4722  
TTY (406)444-7099  
www.mbcc.mt.gov

Leo Dutton  
Sheriff & Coroner  
Lewis & Clark County  
Chairperson

Rick Kim  
Fort Peck Executive  
Board Member  
Vice Chairperson

Laurie Barron  
Superintendent,  
Evergreen School District

Terry Boyd  
Probation & Parole Officer

(Vacant)  
Representative of Montana  
U.S. Attorney's Office

Wyatt English  
Pine Hills Correctional Facility

Shantelle Gaynor  
Director, Missoula County  
Community Justice

Wyatt Glade  
Custer County Attorney

Brian Gootkin  
Director, Department of  
Corrections

(Vacant)  
Representative of Office of  
State Public Defender

Bryan Lockerby  
Administrator, Division of  
Criminal Investigation

Beth McLaughlin  
Court Administrator

Meaghan Mulcahy  
Data Control, Department of  
Labor and Industry

Doug Overman  
Chief of Police, Kalispell

Angela Russell  
Attorney

Michael Sanders  
Chief of Police, East Helena

Kaydee Snipes Ruiz  
District Court Judge

Amy Tenney  
Chief Executive Officer, Boyd  
Andrew Community Services

August 17, 2022

Heidi Barrett  
ASPEN  
PO Box 653  
411 E Callender Street  
Livingston, MT 59047

RE: 2022 STOP Violence Against Women Act (VAWA) - ASPEN -  
Violence Prevention & Response

Dear Heidi:

**This is strictly for information purposes and is not an award or  
guarantee of funding.**

The Application Review Committee of the Montana Board of Crime  
Control (MBCC) met August 16, 2022 to recommend actions to the  
Board for their September meeting. MBCC received nineteen  
applications totaling \$1,759,617.71 with only \$887,087.00 available.

The Committee has recommended that your application be **awarded  
federal dollars in the amount of \$36,962.00**. Please be aware that  
you are **not** guaranteed to receive this amount as some changes  
may be necessary to accommodate budget constraints or to comply  
with federal, state or Board policy. Your final awarded federal dollar  
amount will be determined at the September Board Meeting. All  
awards are contingent upon availability of federal funds and receipt  
of a complete application to MBCC.

You will receive notice of the Board of Crime Control's final action  
following the September meeting.

Sincerely,

A handwritten signature in black ink that reads "Natalia Bowser".

Natalia Bowser  
Director



# DONOR FORM

Name \_\_\_\_\_  
 Email \_\_\_\_\_  
 Mailing Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_  
 Zip \_\_\_\_\_ Phone \_\_\_\_\_

Use my billing first and last name for recognition  
 Recognize my donation as from (if different from your delivery information, e.g. The Smith Family or The Jones Foundation)

All donor information provided on this form will be provided to our nonprofit organization and may be used for our fundraising efforts. We will not share your information with any other organization without your written permission.

I wish this gift to remain anonymous.  
 Please send me more information about the Park County Community Foundation  
 Enclosed is my/our check in the amount of (preferred) \$ \_\_\_\_\_

### TO DONATE BY CREDIT CARD:

- \* Call us at (406)224-3920
- \* Stop by our GIVE A HOOT Headquarters at 104 South Main Street in Livingston
- \* Give online at: [www.give-a-hoot.org](http://www.give-a-hoot.org)

ORGANIZATION (or line#)	AMOUNT	FIRST TIME GIFT?
ASPEN	\$ _____	<input type="checkbox"/>
	\$ _____	<input type="checkbox"/>
	\$ _____	<input type="checkbox"/>
	\$ _____	<input type="checkbox"/>
I want to give to the Match	\$ _____	<input type="checkbox"/>
<b>TOTAL</b>	<b>\$ _____</b>	

Give online at [www.give-a-hoot.org](http://www.give-a-hoot.org)

Donations must be received by midnight on Sunday, July 31, 2022.

### PLEASE MAKE ONE CHECK PAYABLE TO:

Park County Community Foundation  
 PO Box 2199 • Livingston, MT 59047  
 Tax ID: 501(c)(3) nonprofit FEIN # 20-5581763

**It's time to Give-A-Hoot about ASPEN!**  
 Help ASPEN reach its goal of \$65,000!  
 The Park County Community Foundation will match a portion of all funds raised.  
 Gifts must be made by mid-night on JULY 31st.  
 Use the form below and make a gift to ASPEN! Checks need to be made to PCCF "ASPEN" in memo.  
 Please return to PCCF, PO Box 2199, 215 W Park, Livingston, MT 59047

ASPEN  
 PO Box 653  
 Livingston, MT 59047  
 Abuse Support & Prevention  
 Education Network



Abuse Support & Prevention  
 Education Network

# 2021-2022 IMPACT REPORT



## ASPEN'S MISSION

To provide support services to victims and survivors of domestic and sexual violence and human trafficking and empower them to create safe and healthy lives for themselves and their families. ASPEN is also committed to breaking the cycle of violence by providing educational and awareness activities in the community.

### ASPEN's Board of Directors

(July, 2021 to June, 2022)  
 Laurel Desnick, Chair  
 Jessie Wilcox, Vice-Chair  
 Rosemary Smith, Treasurer  
 Lauren McMullen, Secretary  
 Mary Ann Bearden, Member

### ASPEN's Staff

Heidi Barrett, Executive Director  
 Rebecca Ruhd, Program Advocate  
 Kelly Miller, Weekend Advocate  
 Jenny Jo Allen, Education & Outreach Coordinator  
 Holly Knodel, Safe House Manager  
 Val Newton, Database Manager  
 Stella Newman, Prevention Coordinator

ASPEN wishes to thank its Support Line Advocates who volunteer much of their time to answering our 24-hour support line.

THANK YOU from all of us!

## ASPEN'S SERVICES

- Emergency Safe Housing
- 24-hour Support Line
- Crisis Counseling & Support
- Legal Advocacy
- Help with Orders of Protection
- Information and Referrals
- Safety Planning
- Forensic Medical Exam Support
- Support Groups
- Prevention Education Services

ASPEN does not discriminate on the basis of race, national origin, religion, sex, gender, sexual orientation, disability, or age in delivery of services. We serve and support those who identify as lesbian, gay, bisexual, transgender and queer.

**WITH YOUR HELP AND SUPPORT, ASPEN WAS ABLE TO:**

ASPEN hosts law enforcement training regarding trauma-informed investigations for sexual assaults.



We were pleased to have 24 law enforcement officers from Park, Sweet Grass, Meagher, Stillwater, and Carbon counties in Montana, and another 30 members of the public attend the training over the two day period in October of 2021.

ASPEN was able to host the training and offer it FREE of charge due to funding provided by the Otto Bremer Trust and the Sweet Grass Community Foundation.

It is a priority for ASPEN to increase the effectiveness of law enforcement when dealing with sexual assault victims. All too often cases are not prosecuted due to inadequate investigative techniques.

If you are interested in having ASPEN provide a training, please contact Jenny Jo at [jennyjo@aspenmt.org](mailto:jennyjo@aspenmt.org).



**ANSWER  
686  
SUPPORT  
CALLS**

**PROVIDE  
1,636  
NIGHTS at  
SAFE HOUSE**

**PROVIDE  
2,685  
ADVOCACY  
SERVICES**

**REACH  
416  
Community  
Members**

**PROVIDE  
14  
Professional  
Trainings**

**REACH  
1,145  
Students**

**DONATE  
3,909  
HOURS OF  
VOLUNTEER  
SUPPORT**

**VIOLENCE PREVENTION & LAW ENFORCEMENT RESPONSE**

"Jenny Jo was a tremendous asset to our social responsibility class for boys ages 12-17. She was so effective in creating a positive learning environment that balanced safety and support for a spectrum of young men. The youth in the program sincerely benefitted by Jenny Jo's optimistic and informed approach to sensitive and often difficult content. We look forward to our continued partnership with ASPEN and Jenny Jo, supporting restorative justice with an impact."

~~ Lesa Maher, Probation Officer, Youth Court 6th District for Park and Sweet Grass counties

"The Sheriff's Office of Park County works very closely with ASPEN. ASPEN provides direct services to victims of domestic or sexual violence and human trafficking. When the Sheriff's Office encounters a victim, our department is able to provide the victim with contact information and service descriptions provided by ASPEN and we encourage the victim to make the call to ASPEN, regardless of the hour of day or night. ASPEN staff are compassionate, professional and in a position to counsel and guide the victim to the most beneficial services in our community. Without ASPEN, the Sheriff's Office would need to find a way to provide resources. The services of ASPEN are needed and beneficial to our community. I highly recommend the continued support and funding for ASPEN in Park County, Montana."

~~ Sheriff Brad Bichler, Park County, Montana.

**Fiscal Year July 1 2021-June 30, 2022**

For a copy of FY2022 financials, please contact the ASPEN office at 406-222-5902, ext 2 or email: [heidi@aspenmt.org](mailto:heidi@aspenmt.org).

ASPEN relies on financial support from its donors.  
All gifts made to ASPEN are tax-deductible to the extent allowed by law.  
We are a registered 501(c)(3) non-profit organization.

**GIVE A HOOT**  
Park County Community Foundation's Giving Challenge

**See back page for official Give-A-Hoot**

CASA  
\$15,000

**CITY OF LIVINGSTON  
ARPA – BUCKET A  
SOLICITATION FOR REQUESTS FOR FUNDING  
August, 2022**

The City of Livingston has received a pool of funding from the American Rescue Plan Act (ARPA) for Local Recovery Funds. This funding is commonly referred to as "ARPA Bucket A". The Livingston City Commission formed an ARPA Visioning Committee to help guide the process of distributing these limited one time funds to their highest and best use. That Committee was formed through Resolution 5027 (see link):

[ARPA Visioning Ad-Hoc Committee | Livingston, Montana \(livingstonmontana.org\)](#)

Through their collaborative work, the ARPA Visioning Committee, as appointed by the Livingston City Commission, has recommended that the eligible categories for funding be limited to the following:

1. Support public health response related to COVID-19.
2. Address negative economic impacts or those disproportionately impacted directly related to COVID19.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

These recommendations were accepted by the Livingston City Commission on 8/9/2022, along with the recommendation to open the Grant Solicitation process for those meeting the above criteria to request funding through a competitive process.

If your project or program meets eligibility criteria and you wish to apply for funding, please complete the form and send in all required attachments as directed in the form. *Incomplete applications will be returned.*

The application submission process will open on August 15, 2022.

The deadline to apply is September 15, 2022 at 11:59pm. *Late applications will not be accepted.*

Completed Applications should be submitted electronically via email to:

[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org).

**Our Process**

All applications received will be reviewed to confirm eligibility, as they are received and no later than September 16, 2022. Applications which are confirmed to be eligible will be reviewed by the ARPA Visioning Committee for a recommendation to the Livingston City Commission on or before September 30, 2022. Final decisions for funding will be made by the Livingston City Commission in the regularly scheduled commission meeting on October 18, 2022.

**Key Dates**

Application Period Opens	August 15, 2022
Deadline to Apply for Funding	September 15, 2022
First Committee Review	September 22 and 29, 2022
Recommendations to the Livingston City Commission	September 30, 2022
Livingston City Commission Funding Decision	October 18, 2022

Late or incomplete applications will not be accepted.

All applications should be emailed to [citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org).

**Special Note: ARPA funds are federally regulated and “duplication” of funding is not permitted under any circumstance.**



**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

The ARPA Visioning Committee, appointed by the Livingston City Commission, has further limited those categories to the following:

1. Support public health response.
2. Address negative economic impacts or those disproportionately impacted.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

**Applications are due no later than September 15, 2022, 11:59pm. Please submit electronically to the following email address:**

**[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)**

**Incomplete or late applications will not be accepted.**

### City of Livingston ARPA Eligibility Determination

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input checked="" type="radio"/>	Support public health response.
<input type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input type="radio"/>	COVID Prevention in Congregant Settings
<input type="radio"/>	PPE - Personal Protective Equipment
<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
<input type="radio"/>	Payroll Costs for Public Health Staff and Responders
<input type="radio"/>	Mental Health or Substance Use Services
<input checked="" type="radio"/>	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
<input type="radio"/>	Other Economic Support
<input checked="" type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
<input type="radio"/>	Housing Support: Affordable Housing
<input type="radio"/>	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

Is your organization a qualified 501c3 or 501c6?

Yes

No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - If yes, provide name and address along with letter of support and fiscal sponsorship.

---

## **ORGANIZATION INFORMATION**

### **1. Organization Name, Address, City, State and Zip**

CASA/GAL of Park and Sweet Grass Counties  
P.O. Box 1827  
Livingston, MT 59047

## **PROJECT OVERVIEW**

### **2. Budget and Amount of Request**

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

CASA is requesting \$15,000 from the ARPA funding. Please see attached budget and budget narrative.

### **3. Project Description**

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

CASA is requesting ARPA funding to recruit, train, and support community advocates who represent child abuse and neglect victims in the foster care system. COVID 19 has impacted many facets of the vulnerable child, including a broken CFS, economic struggles of adults, as well as mental health, substance abuse, and education.

### **4. Who Does This Project Directly Serve?**

In the box below please description who this project serves and how it serves a community need directly and tangibly.

This project serves child abuse and neglect victims in Park County. All legal dependency and neglect cases in the Sixth Judicial District are appointed Court Appointed Special Advocates out of our office. These advocates represent the best interests of the children while in foster care. Volunteers are tasked with the emotional, mental, physical, social, and recreational needs of the child are being met and work with CFS to ensure a safe, stable, permanent placement is achieved.

## 5. Measureable Outcomes and Deliverables

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

This program mitigates child abuse and neglect by automatically appointing a volunteer advocate to victims 100% of the time. Although this practice will never ultimately eliminate child abuse and neglect, it certainly changes the scope. In order to sustain 100% service, the goal is to increase active volunteer participation to at least 30 active child advocates. This will be achieved by grass roots volunteer recruitment, point of entry model awareness meetings, and one on one participation asks.

## 6. ARPA Statement

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

COVID 19 economic downfall has created worker shortages in CFS, which ultimately has left the current social workers overwhelmed and under attentive of their caseload. Additionally, this community has an under belly of economic hardship, co-occurring disorders, and housing shortages that leave children in danger. CASA volunteers provide oversight to abuse and neglect cases that are invaluable.

## 7. Implementation Plan

Please describe in the box below how you will implement the project in a timely manner.

Please see attachment, this cell formatting was broken for multiple lines of text.

## 8. Reporting Requirements

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

Yes, we have the ability to provide reporting information.



**9. Other Funding Sources**

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they must be declared in full with documentation below.

We have not received Federal ARPA funding and do not receive any other Federal funding.

We do receive partial funding from Montana Supreme Court and Montana Department of Corrections via VOCA.

**APPROVAL AND AUTHORITY TO PROCEED**

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do <u>NOT</u> recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.

## #2 Budget

### ARPA Grant Request Project Budget FY 22

#### Volunteer Expenses

Training and supplies	\$2,500
Travel	\$2,700
Non-employee Insurance	\$1,750
Recruitment	\$200
Background Check	\$200
Retainment	\$1,000
	<b>\$8,350</b>

#### Case Expenses

Tutoring	\$1,500
Recreation (Camps, Sports fees)	\$1,500
Case expense (Clothing, school supplies)	\$1,500
	<b>\$4,500</b>

#### Telecommunications

Internet/Phone	\$2,500
Computer/Software	\$500
	<b>\$3,000</b>

#### Payroll

Program Director	\$28,595
Volunteer Director	\$55,604
	<b>\$84,199</b>

**Totals \$100,049**

The overall operational budget of the organization is \$144,620. The above budget reflects all expenses that are directly related to volunteer training, recruitment, support, and retention. CASA is requesting \$15,000.

## **# 7 Implementation**

CASA is a sole purpose mission, with a singular, ongoing project. Our strategy is to employ staff that are able receive and provide skilled education and training to volunteers, additionally creating awareness and opportunities for partnership and recruiting in the community. Furthermore, using the best interest principle, provide legal services or educational services to those child victims that need the assistance.

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INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL 25 2007

SIXTH JUDICIAL DISTRICT CASA-GAL  
PROGRAM INC  
PO BOX 1827  
LIVINGSTON, MT 59047-1827

Employer Identification Number:  
33-0076299  
DLN:  
17053188712007  
Contact Person:  
JOSEPH R KENNEDY ID# 31647  
Contact Telephone Number:  
(877) 829-5500  
Public Charity Status:  
170(b)(1)(A)(vi)

Dear Applicant:

Our letter dated October 2002, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at [www.irs.gov](http://www.irs.gov).

If you have general questions about exempt organizations, please call our toll-free number shown in the heading.

Please keep this letter in your permanent records.

Sincerely yours,



Robert Choi  
Director, Exempt Organizations  
Rulings and Agreements

Letter 1050 (DO/CG)

Community Closet

\$ 589,588

**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

The ARPA Visioning Committee, appointed by the Livingston City Commission, has further limited those categories to the following:

1. Support public health response.
2. Address negative economic impacts or those disproportionately impacted.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

**Applications are due no later than September 15, 2022, 11:59pm. Please submit electronically to the following email address:**

**[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)**

**Incomplete or late applications will not be accepted.**

### City of Livingston ARPA Eligibility Determination

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input type="radio"/>	Support public health response.
<input checked="" type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input type="radio"/>	COVID Prevention in Congregant Settings
<input type="radio"/>	PPE - Personal Protective Equipment
<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
<input type="radio"/>	Payroll Costs for Public Health Staff and Responders
<input type="radio"/>	Mental Health or Substance Use Services
<input type="radio"/>	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input checked="" type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
<input type="radio"/>	Other Economic Support
<input type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
<input type="radio"/>	Housing Support: Affordable Housing
<input type="radio"/>	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

**Is your organization a qualified 501c3 or 501c6?**

**Yes**

**No\***

- If no, do you have a fiscal sponsor that is a 501c3?
  - If yes, provide name and address along with letter of support and fiscal sponsorship.



## ORGANIZATION INFORMATION

### 1. Organization Name, Address, City, State and Zip

Community Closet, Inc.  
416 E. Park Street  
Livingston, MT 59047

## PROJECT OVERVIEW

### 2. Budget and Amount of Request

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

See Attached

### 3. Project Description

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

See Attached

### 4. Who Does This Project Directly Serve?

In the box below please description who this project serves and how it serves a community need directly and tangibly.

See Attached

## **5. Measureable Outcomes and Deliverables**

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

See Attached

## **6. ARPA Statement**

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

See Attached

## **7. Implementation Plan**

Please describe in the box below how you will implement the project in a timely manner.

See Attached

## **8. Reporting Requirements**

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

See Attached

## 9. Other Funding Sources

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they much be declared in full with documentation below.

See Attached

## APPROVAL AND AUTHORITY TO PROCEED

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do <u>NOT</u> recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
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ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAR 08 2008

COMMUNITY CLOSET INC  
416 E PARK ST  
LIVINGSTON, MT 59047

Employer Identification Number:  
20-3477522  
DLN:  
17053030008046  
Contact Person:  
GARY MUTHERT ID# 31518  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
DECEMBER 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990 Required:  
YES  
Effective Date of Exemption:  
OCTOBER 17, 2005  
Contribution Deductibility:  
YES  
Advance Ruling Ending Date:  
DECEMBER 31, 2009

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

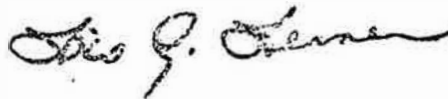
Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

COMMUNITY CLOSET INC

Sincerely,



Lois G. Lerner  
Director, Exempt Organizations  
Rulings and Agreements

Enclosures: Information for Organizations Exempt Under Section 501(c)(3)  
Statute Extension

**Organization Information**

Community Closet Inc.,  
 416 East Park Street  
 Livingston, MT 59047  
 406-222-6200

**Budget and Amount of Request**

The Community Closet Inc. is asking the City of Livingston for an allocation of \$589,587.55 from ARPA funds to build an addition to safely re-open our Alley Annex overflow store which has been closed since Covid started. We want to again have a revenue stream associated with low-value materials and reduce our waste shipped to landfill and support the financial sustainability of our nonprofit organization while serving the needs of those in poverty.

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Covid gave us new insight on transmissible diseases, and we want our work spaces and customer spaces to be as safe as possible moving forward. This project directly supplies aid to those disproportionately impacted by the economic dislocations we have seen in our community.

Table 1. Budget

**Estimated Project Costs**

**Based on addition of 2000 ft<sup>2</sup> (900 ft<sup>2</sup> Storage Garage, 1210 ft<sup>2</sup> Retail Space)**

Phase 1	
Demolition of Detached Garage	\$ 10,000.00
Build out of New Storage Garage	
Building cost 45' x 20' = 900 ft <sup>2</sup> @ \$150/ft <sup>2</sup>	\$ 135,000.00
Phase 2	
Demolition of Existing Annex-Attached Garage	\$ 5,000.00
Build out of Overflow Alley Annex Retail Space	
Building cost of 1210 ft <sup>2</sup> @ \$350/ ft <sup>2</sup>	\$ 423,500.00
HVAC system w/MERV-13 filter for expanded Alley Annex Overflow Store and existing Annex building	\$ 18,000.00
<b>Total Construction Costs</b>	<b>\$ 591,500.00</b>
Fees and Contingencies	
City of Livingston Impact Fees and Permitting Costs	19,262.55
Architectural Fees	\$ 28,825.00
15% Contingency on Construction Costs	\$ 88,725.00
<b>Total Construction Budget</b>	<b>\$ 728,312.55</b>
Furniture and Fixtures	\$ 22,000.00
<b>Total Project Budget</b>	<b>\$ 750,312.55</b>
Community Closet Funding Commitments	
15% Contingency on Construction Costs	\$ 88,725.00
<b>Net Fundraising Needs</b>	<b>\$ 661,587.55</b>

Note: Estimated Construction Costs in Park County, September 2022.

The Community Closet has the financial resources to cover the 15% contingency on building costs, and will place this figure in a reserve account upon receiving ARPA funding. Having the Community Closet responsible for this will create incentives to come in at budget. Funds for the remaining amount of this project are being requested of Park County ARPA funding as well as nonprofit grant requests.

### *Project Description*

Adding space to sell our waste stream ~~will be going to~~ increase our capacity ~~city~~ to serve the public and to keep our prices as low as possible while reducing future garbage bills.

The Community Closet is uniquely positioned to ~~succeed with this project~~ ~~take on this task~~. We are committed to the same location we have been at for 17 years, have years of experience in running an overflow store, and we own the property so no land cost is included in the operating budget.

The graph of our garbage bills, which you will see in more detail later in the Addendum, shows us where we are heading under a “business as usual scenario” – with July’s spike from flood donations and rising ~~City~~ ~~City~~ rates – our bill was double the previous averages.

We know that the amount of waste we have to dispose of is a critical component of how we will be able to run in the future. We know rising waste costs will put pressure on our extremely low prices to consumers. With no options for other haulers owing to regulatory oversight, and no ability to enter any secondary market for low-quality goods, we have to get the Alley Annex overflow store up and running again.

Within only two years of opening the Community Closet thrift store in 2005, we realized there was a huge gap between the amount of donations we took in and the materials we could display for sale in the space we had. During 2006, our first full year of business, we threw out 10 tons of solid waste and our second year yielded 65 tons. When solid waste bills started to exceed \$1,000 per month in 2008, we realized we had to take action, or the cost of our waste stream was going to hurt our ability to sustain funding for community grants. Since 2005, Community Closet, Inc. has donated over \$600,000 to Park County charitable organizations and a similar amount in free inventory to nonprofits, teachers, families and individuals in need or facing a crisis through free inventory vouchers.

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In the summer of 2008, a small rental house (700 ft<sup>2</sup>) directly across the alley from the thrift store became available. Because of its proximity, we saw it as the ideal space to open a store that would sell low-value overflow at the market-clearing price for poverty of 25 cents an item. The initial business plan showed a net loss of \$6,000 per year. Even so, the Board of Directors approved the Alley Annex

overflow store project because of the potential for outreach to those living in poverty in our community and made the decision to subsidize the cost of rent.

We found an immediate impact in reducing the rate of increase in our garbage bills (Figure 3, page 12). Rather than the 80% increase we saw with our garbage bill in 2007, diverting materials to sell in the Alley Annex lowered the rate down to single digits. We also found additional cost savings that we had



not anticipated in the form of reduced demand for our no-cost vouchers. Within a year of opening the Alley Annex as a quarter store, our voucher program to people in need (those referred to us by social service agencies) had dropped by 70% as these folks were able to make their own purchases in the overflow store. This alone generated an additional \$3,000 per year in thrift store merchandise that was sold instead of

given away. The Community Closet subsidized the effort by paying the rent for the building and absorbed the additional insurance in thrift store overhead, and all marginal costs including staffing were covered by the sale of merchandise.

In the twelve years since we opened the Alley Annex as an overflow store, from 2008 through March of 2020, the endeavor was successful in getting lower-value materials out of the trash can and into



homes. Whatever didn't sell on the weekend was put in bins and rolled out front for free, and by the end of the week 90% of the materials were gone. The Alley Annex inventory was not waste, but usable items of lower value that we felt would not be beneficial to add to our thrift store inventory. For example, it's not unusual for us to get 30 pairs of women's elastic waist polyester pants in a single donation. This volume would overwhelm our thrift store racks with a product that was not going to sell fast. In this case, our processors choose a couple of the pants for the thrift store and could move the rest to the overflow store. We receive many items that were originally part of a set (wineglasses, for example) that come to us in odd numbers, such as 1 or 3, that really aren't appealing to stock on the thrift store shelves, and for example clothing without a size tag or shoes that

are a little scuffed but with good tread, which are moved to the Annex. Having the Annex in operation helped make our thrift store more organized and able to move "the good stuff" quickly out to the store floor.

We had developed a very loyal customer base over the years, and almost every week would announce the weekend's inventory and various specials on the Alley Annex's Facebook page: est

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February 28, 2020

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Alley Annex is your affordable kid store every weekend!

Kids' clothing, games & toys are a quarter on Saturdays and a nickel on Sundays. Plus we have our Sunday bag sale - bring a big bag to fill for a mere quarter on Sundays from noon-1 pm!

Open weekends 10 am - 1 pm.

#thriftscore #dollarstore #LivingstonMT #niftythrifty #savvyshopper #quarterstore



And then, Covid hit. Our primary goal throughout the pandemic has been to keep the thrift store open and able to accept the donations we knew would be coming our way. In order to safely space our employees and keep up with the rising inflow of donations (first from 'Covid Cleaning', then from folks displaced by soaring housing costs), we decided to use the Alley Annex space for an office, a break area, and processing space, where we had enough room to socially-distance up to 4 employees at a time. Additionally, we brought on rental storage units to keep up with the uptick in donations.

Originally, we received reimbursement for these rental units through the MT CARES Act, but we never got to a point in time where we were caught up with overflow storage in order to return the storage units – donations just kept growing. These units now surround the Alley Annex structure (Figure 1).

Covid has done nothing to slow down our business, in fact it really cranked things up (Figure 3, page 12, Revenue Trends). At the thrift store, we are still running a reduced schedule due to the lasting impacts of Covid; closed one hour of the day for restocking and sanitizing, and all-day Sunday. The hours we are open to shoppers have dropped 25% since Covid. At the same time, gross thrift store revenue has increased 23%. Every day we get more and more donations and need the processing space we now use in the Alley Annex to support keeping the thrift store open. We cannot “return” the existing Alley Annex workspace to once again be an overflow store or stop paying for the rental storage units.

Instead, we must expand our footprint in order to reopen an overflow store as The Bins at Alley Annex.

Critical to our operating model is that we must keep accepting donations at the thrift store, processing those donations, and selling them out the front door in order for us to have steady store operations. Because we have found that if we are closed, donations are will be left outside the thrift store, creating a waste and lifting nightmare for staff to deal with.

Our submitted project is to expand the existing Alley Annex building in order to have a ground-floor warehouse style building wrapping around two sides of the existing building (Figure 1). The proposed addition will include a MERV-13 filter on the HVAC system that will be tied into the existing heating system at the Alley Annex permitting an added layer of safety for staff and customers moving forward.

In order to build the addition on the existing Annex building we have to clear the space of existing rental storage units (3 units, 400 ft<sup>2</sup>total). These units do not store raw donations, instead, more valuable holiday items that have already been scrutinized. Together with the Annex-attached garage, which was originally built in the alley right-of-way and must be demolished, and what we store in the existing freestanding garage Duplex scheduled for demolition, we need 900 ft<sup>2</sup> of storage area. With a garage/storage space designed for holding the boxes we use for inventory storage, rather than stacking on the floor, we can increase the efficiency of storage considerably, and a 1:1 replacement of existing storage footprint will serve us well in the future.

The Community Closet is committed to staying at our existing location. We have tremendous exposure along Park Street, we have Highway Commercial zoning, an alley where we can take in donations at ground-level, and adequate parking. Last year we signed a 5-year lease with an option for an additional 5-years at 416 E. Park Street (and promptly invested in an AC/Air Exchange unit with MERV-13 filter), and the property across the alley at 117, 119, and 119 ½ North E Street is completely paid off. We are looking to keep operating both the Community Closet and Alley Annex~~these two stores~~ at the existing location. Establishing a larger, safer, overflow store is critical to our future and returning the third leg of our thrift market “stool”.

*Who Does This Project Directly Serve?*

The Bins at Alley Annex will once again serve people in poverty and those who are budget-conscious or value low-waste consumption. The environment is comfortable and non-judgmental, allowing for a relaxed, accepting shopping experience. Customers include families, children, crafters, animal owners, upcycling entrepreneurs, book collectors, and people setting up households. Shoppers will purchase items for friends and neighbors because items are so inexpensive. They can be givers instead of takers. The spirit of the shoppers is camaraderie and generosity; people helping neighbors and friends, children purchasing a gift for a loved one, families purchasing needed clothing and supplies. The Alley Annex was known as a store of “yes” and a store of “possibilities” and abundance for many in poverty.

Socialization is important to all demographic groups, and the Alley Annex provides this service to people in poverty, who often feel disenfranchised from social activities and civic participation. The Alley Annex is also used to disseminate important information about the community, since we don't have a local radio station anymore and the newspaper is rather expensive. The walls are filled with flyers advertising social services and events available to those in need, and when in operation had an active social media presence.

*“I had been a patron of the Annex until Covid 19 was upon us. I always enjoyed shopping for toys, Christmas items, knickknacks, etc., that I could use for fun gifts and for items I could use in my volunteer work at Arrowhead School. The Annex experience is not only a shopping experience... it is a social event. I have made many new friends over the years.” Ken K.*

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*“For many years, I was both a shopper and a volunteer at “The Alley” until covid hit and shut it down. I really miss having an overflow store... great memories! Joys of re-gifting and “saving money”. Now because of lack of space in the main store, many items that used to go to the Annex now must go in the trash cans. Things like glassware and breakables, sharp objects like knives, can't go into the Free bins at the front of the store for safety reason but could be sold in an overflow store by having it on shelves like we used to. We don't have a dollar store in town or even a Pamida/Shopko alternative. Many families I saw at the overflow store were so grateful. Especially on Sundays when items were less than a candy bar. With continued inflation, I believe re-opening the Annex is needed now more than ever! The amount of money the Community Closet has given out over the years is no secret. No one would say re-opening the Annex is NOT a good idea. In these days of divisiveness... that is a miracle?” Cathy Pappert*

*“I started working in the Annex in 2013. I loved the friendliness of the shoppers and the fact that people without a lot of money could really buy a lot. I think my favorite part was watching parents give their kids a couple of quarters, and when they came to the register with their own money I would ask them about the price and what they gave me & what their change would be so they could be proficient in their “money math” which is one of the most important lessons for young children to get these days.” Robin Zank*

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### *Measurable Outcomes and Deliverables*

The success of the project will be measured by many criteria, but the ability to be open and operational will be a baseline success metric. Once open, The Bins at Alley Annex will support local economic development as customers travel from the surrounding area to make purchases as they did in the past. Having Square registers at this location in the Overflow Store will allow customers to use prepaid credit

cards and debit cards; the type of payment we have observed to be most used by people in poverty, and the Square Register system also tracks sales with the opportunity for customer feedback and outreach.

Waste reduction is another measurable outcome of the expansion project. As more market-clearing priced items are available for sale, the less the items contribute to our waste stream. We anticipate a minimum reduction in waste of one ton per month, or almost \$400, with The Bins at Alley Annex open.

We need additional capacity to serve our community into the future: Building out The Bins at Alley Annex, will allow us to have a spacious flexible space we could use for outreach programs in our community. We saw with recent flood response our vital role in reaching folks in poverty through opening the Clean-Up Closet when we were able to help 100 of our neighbors get no-cost donated cleaning supplies and equipment like shop vacs and fans. We would like to be able to hold classes through Adult Ed on repurposing thrift store materials, host the Chamber After Hours, or hold community wellness events like vaccination clinics. Because we are going to have all the clothing and shoes in rolling bins, we can easily clear the floor for special events.

The Community Closet owns the property at 117, 119 and 119 ½ N. E with no encumbrances, so there will be no charges for land use. We already have Wi-Fi and a telephone line on site, and these are absorbed by our general overhead.

We envision the Overflow store being open only 1 day a week (Sunday).

Table 2. Annual Operating Budget

Income	
Income From Sales	\$20,160
Savings from removing rented storage units	\$4,800
<b>Net Income</b>	<b>\$24,960</b>
Expenses	
Salaries including payroll taxes	\$17,741
Utilities	\$3,600
Equipment	\$1,000
Supplies	\$2,016
Printing & Copying	\$350
<b>Total Cash Operating Expenses</b>	<b>\$24,707</b>
<b>Net Income Minus Cash Expenses</b>	<b>\$253</b>

Notes:

Budget assumes 1 day a week (Sunday) open to the public staffed by 2 employees

Community Closet will absorb the cost of Wi-Fi, land costs, and insurance.

This budget does not include any cost saving from reducing garbage bills.

The Community Closet is uniquely poised to be able to reach out to thousands of our local customers to market the new overflow store. We will be re-branding as The Bins at Alley Annex in order to leapfrog off current trends on YouTube, where the Goodwill Overflow stores are commonly referred to as "the bin store" to differentiate it from "the thrift store" where items are on hangers and shelves. We have three Facebook pages with almost 4,000 total followers (Community Closet 2,600, Curated Closet 1,800, and Alley Annex 458). This is an excellent position to re-launch the Overflow Store. We have 2,000 followers on two Instagram accounts, we have an internal email list of over 600 along with an email list for nonprofit organizations and staff of 250. Additionally, we use Square Register Marketing, and can reach out to the 20,000 credit card customers we can capture with direct contact advertising.

#### *ARPA Statement*

The proposed project will allow for the resurrection of a valuable community service that was closed due to Covid. It provides economic relief by supplying extremely low-cost items to consumers in our community. Additionally, it will allow the Community Closet to be sustainable in the long term by reducing our waste stream expenses, increasing our footprint and our capacity, while meeting the complex needs of those in poverty.

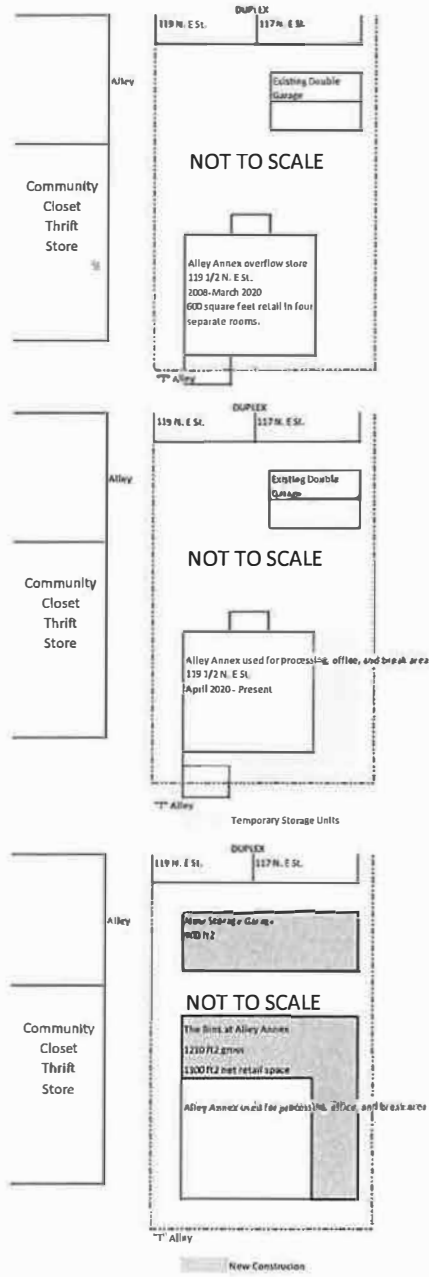
#### *Implementation Plan*

The bullet points below outline the implementation plan.

- Demolition of the existing free standing double garage in the fall 2022 after Halloween inventory removed
- Build out the new storage garage, at 900 ft<sup>2</sup>
- Transfer items currently housed in storage units into the new storage garage
- Remove rented storage pods from the property
- Demolition of the garage currently attached to the Alley Annex is required because it sits in the "T" alley right-of-way
- Build out of addition of 1,210 ft<sup>2</sup> of warehouse style building for Overflow Store
- Resume opening of facility to customers

Subject to availability of construction materials and labor, we anticipate a Summer 2023 reopening date.

Figure 1. Site plan before Covid, closed for Covid, and plan for re-opening with The Bins at Alley Annex



### Reporting Requirements

We are confident that we can meet all reporting requirements successfully. Having received two rounds of PPP funding and two Montana Department of Commerce grants, we are well versed in the requisites for accurate, detailed and timely reporting and data collection.

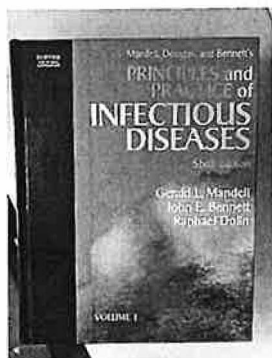
When we opened the Annex in 2008, we isolated all costs and revenues by accounting codes. Additionally, we have separate accounting codes for Curated Closet, the Community Closet Thrift Store, Charitable Giving, and Property Management.

### Other Funding Sources

The community closet plans to request additional funding from the following sources:

- Park County, Montana AARP funding \$50,000 request submitted concurrentlyask
- Park County Community Foundation Furniture, Fixtures, Carts \$22,000 funding request planned for December 2022ask
- Any internal remodeling of the existing Annex structure (except for electric upgrades and HVAC tie-in) will be paid by the Community Closet Inc.

### Conclusions



This 2005 edition of *Principles and Practice of Infectious Diseases* is no longer used in schools, lacking seventeen years of technical advances. It now costs us \$1.37 to put this book in one of our trash cans since it weighs over nine pounds. Alternatively, it could generate a 25-cent revenue at the overflow store and potentially provide helpful medical information to an underserved community. That's how we want to run our business moving forward.

#### Addendum – Our History of Waste Diversion

The Community Closet in Livingston Montana, population 8,000, is redefining the business model for both pollution prevention and philanthropic second-hand sales. Since its opening in October of 2005, the thrift store has given away over \$626,000 in cash grants to local non-profits, community organizations and events, as well as individuals in need throughout Park County, in addition to hundreds of thousands of dollars' worth of merchandise to schools and other non-profits at no cost. Vouchers are given to individuals who cannot afford needed purchases through local social service agencies.

Since its opening the Community Closet has generated more than \$11 million in economic development. A large percentage of the benefits, more than \$8 million, were retained in the local Park County area (An Economic Impact Analysis, The Northern Rocky Mountain EDD, September 2022). ~~supported either directly or indirectly over 280 jobs and produced more than \$1.2 million in tax revenues (Rob Gilmore).~~

As the founder and CEO, when I first got into the charitable thrift business in Livingston, I had no concerns for garbage. In those days, Park County controlled the waste industry, running both the incinerator and landfill. The County allowed nonprofits free dumping if we hauled the materials ourselves. Nothing was weighed.

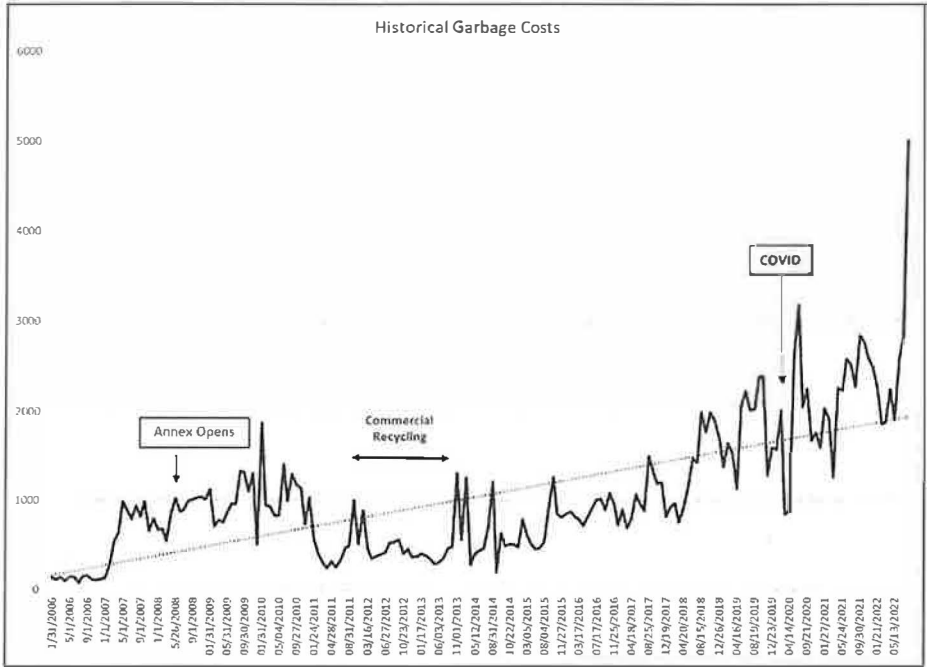
Federal regulations on waste disposal completely changed the disposal industry landscape and our options here in Park County and just twenty years later, our waste stream is one of my greatest concerns. The ~~City~~City of Livingston is our sole source of waste removal. Because the ~~City~~City of Livingston runs solid waste as an Enterprise Fund, they cannot give anything away for free according to State Statute and we are charged per pound at commercial rates. With both the incinerator and landfill closed, all waste is hauled out of County at costs that keep rising. Because garbage collection is a regulated industry, there is no competition.

There are two components of our waste stream: what we put in the cans, and what we haul directly. Ever since automated pickup started over 20 years ago, commercial loads were weighed and there was an accurate record. However, self-hauling to the ~~City~~City Transfer station was another matter. For a number of years, the transfer station operated without a scale, ~~City~~City employees would eyeball your load and toss out a price.

Only since the scales went into the ~~City~~City Transfer Station in 2015 do we have reliable information about our waste stream. While there was still a financial incentive to self-haul particularly heavy loads (cost per pound is 75% less) I wanted out of the garbage business because of inherent danger and lifting demand to staff.



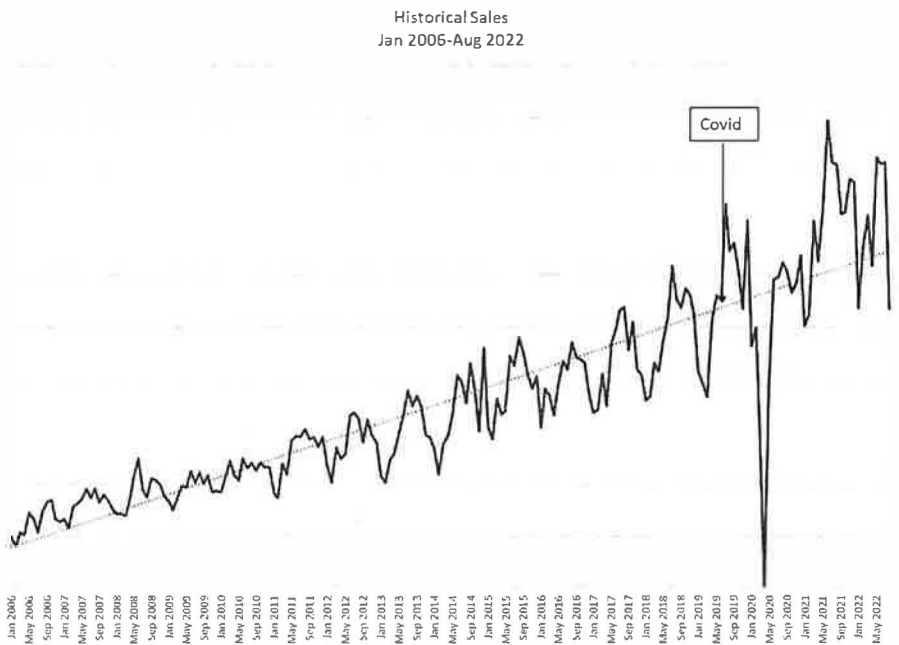
Figure 2 Garbage Bill Over Time



Here you can see how diversion programs such as the Annex opening and Commercial recycling played a huge role in slowing down the growth of our waste stream.

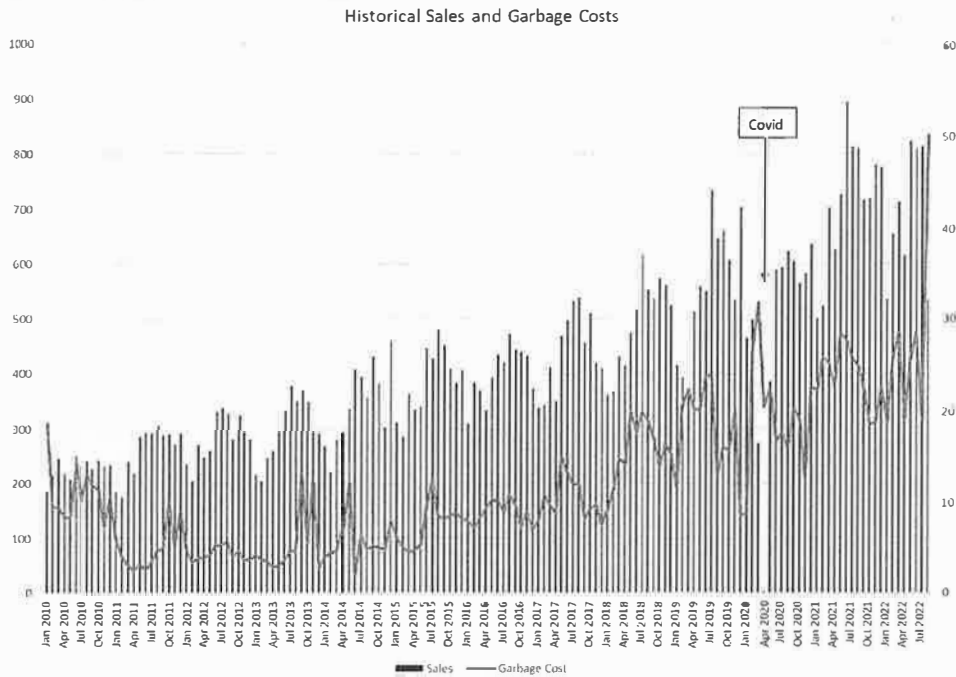
Even when our store is closed and not accepting donations, people leave stuff. From March 18 – April 29<sup>th</sup> 2020 the thrift store was closed. Signs that donations could not be left because we were closed were put in place.

Figure 3 Revenue from Sales Over Time



If you look at Figure 3, Revenue from Sales, it's clear when Covid closed the store. However, if you look at Figure 2, the impact on our garbage bill was barely noticeable. Our business model is designed with "steady state" operations – in order to have space to move in donations, we have to process and sell them before we have room for more. If our front doors are closed, we cannot take in fresh donations, there is simply no space. It is a strange phenomenon, but people will just leave items for donations outside, regardless of the weather, and seem to think they are doing us a favor. Unfortunately, materials we cannot take inside and deposited by donors when we were closed were subject to vandals, dogs relieving themselves, and weather. Because we could not process and sell when the store was closed for Covid, almost everything was thrown away.

Figure 4 Revenue and Garbage



As revenues grow so does waste, there has always been a positive correlation in our data (Figure 4) and we can only anticipate increases in our waste costs as volume and price of disposal by shipping to large landfills in Great Falls or Three Forks go up. This sector is extremely sensitive to spikes in fuel prices, as we have seen with City fees going up 20% just a month ago, the last data point on our graph.

Because trash is not picked up on Saturdays, we still self-haul a day's worth of garbage. We used to put unsalable furniture out front for free, but after someone tossed a lit cigarette into an old sofa a couple of months ago, almost engulfing our building, that has stopped completely. So our bill goes up as opportunities to move low or no-value items out of the thrift store are limited by vandalism in the community.

**Alternatives to higher trash bills:**

**Alley Annex**

Inspired by Goodwill's Bin store model with product in bins on wheels rolled in for customers to look through rather than staff labor- and space-consuming racks and shelves, we opened the Alley Annex in the summer of 2008 as a way to move materials out to the waste stream to both save money and support our mission of providing low-cost materials to our community. Looking back to Figure 2, waste

costs stabilized for several years before climbing again. One of the limitations we faced in reducing our waste bill was the physical size of the Alley Annex and the warren of small rooms made efficient use of the footprint impossible.

### **Commercial Recycling**

In June 2011 we started working with a recycling business out of Laurel. They brought a large storage shed on site and would swing by to pick up items several times a week. They were willing to take pretty much anything that was clean and dry – even books. We would receive payments of \$200 per month.

Going back to Figure 2, you can see the boon commercial recycling provided – more than a 50% reduction in disposal costs alone. Commercial recycling worked in 2012 but by mid-2013 it was clear that this business was not going to be successful. Disruptions in the US and global economy as well as the downturns of the Chinese economy left recyclers holding tons of worthless materials. First, the Laurel recyclers limited what they would take (no books, for example). -Then we saw the recycling payments stop, and by the end of 2013 pickups stopped. This was a very frustrating time for us because the Laurel recycling company was not good at communicating and kept promising they were coming... creating huge backlog in on-site waste.

There are still commercial textile companies in the market, but there has been a significant shift in how this industry operates in past ten years. Once, the recycling company came on a regular basis, and hauled off the materials using their staff, ~~and with~~ materials ~~were~~ stored at the recycler's warehouse until ~~it was~~ sold and shipped to its next destination. Now, however, the commercial recycler will only pick up once they have found a buyer for your goods. They send a single driver who is not responsible for loading so it is upon the thrift store to find volunteers to load a 40' cargo trailer. Some payment for materials is made (on the order of a penny a pound), but the amount of logistics (getting a 40' trailer on-site, loading at a moment's notice, etc.) do not seem to compensate for savings in the trash bill.

Additionally, the international textile recycling market is facing sharp criticism for exporting our waste to underdeveloped countries, creating huge environmental issues.

### **Waste Hauling**

The collapse of the recycling market was a huge threat to our operations because of the high costs of Ceity services. If we hauled our own waste out to the Transfer Station, we could skip 75% of the cost of placing in Ceity garbage cans. We used the existing duplex garage to store bagged waste and hired people with a truck to load and haul to transfer station. This was still considerably cheaper than Ceity pickup of all of our waste.

We found that hiring out the waste haulage to the Transfer Station was not reliable enough for our operations – our waste flow can change dramatically day to day. So then waste hauling was taken over by staff who ended up driving the truck out to the transfer station and unloading up to a ton of waste materials by hand 4 to 5 days a week.

Working with Montana State Fund Worksafe Champions, we realized how we had let decisions based on crisis management turn into something that didn't make sense for our staff and operations. We knew our Workman's Comp insurance rates were going to go up because we had folks listed as retail

who were now hauling garbage – one of the highest-risk job descriptions to insure. In June 2018 we decided to get out of the trash hauling business and put all our trash in the City bins. To finance this additional expense without reducing grants to the community, we raised prices by 50 cents on a limited number of thrift store items that were ~~felt we had~~ underpriced given the quality of donations. At the same time, we lowered the prices for kids clothing and t-shirts in order to make sure basics were available at very low prices.

We have successfully reduced the number of trips hauling waste by 75%.

#### **Stop the waste at the source: Turning down donations**

Some people might ask why we don't strictly accept materials we can sell and turn down potential waste.

Before Covid, donors would drive down the alley and use our back door to bring in donations.

In order to keep donors physically distanced from employees, we had to pivot quickly. We have a very small processing area, and staff were uncomfortable inviting in hundreds of people a day to share their airspace. We quickly purchased yellow weight lift carts that had been identified by our Workplace Champions instructor to leave in the alley for "touchless" donations. With modified all-terrain pneumatic tires, these carts can move in all weather conditions with little to no strain or jarring to employees, who then wheel the bin inside to be processed.

While physically separating donors and employees, this unfortunately has led to more items being "accepted" that we would have attempted to turn down when we had more direct contact with donors.

Previewing donations would be extremely time consuming and takes our most skilled staff off of what they do best; assessing value to donated items~~our products~~. It also results in donors feeling judged – exactly what we are trying not to do inside the store. We have seen donors get argumentative with staff. It's understandable: often in stressful situations, like responding to an eviction, or a death in the family, folks have loaded up their stuff and all they want to do is get rid of it. Telling people that the thrift store doesn't even want their stuff can cause tension.

We know the overflow store concept worked before; we know it can work again. Its return will not only reduce our waste stream but make a significant local economic and social impact.

Using ARPA funds to build out and regain our overflow store will help us stay exactly where we are and use our current assets to the fullest.

Counterpoint  
\$6,977 -

**CITY OF LIVINGSTON  
ARPA – BUCKET A  
SOLICITATION FOR REQUESTS FOR FUNDING  
August, 2022**

The City of Livingston has received a pool of funding from the American Rescue Plan Act (ARPA) for Local Recovery Funds. This funding is commonly referred to as "ARPA Bucket A". The Livingston City Commission formed an ARPA Visioning Committee to help guide the process of distributing these limited one time funds to their highest and best use. That Committee was formed through Resolution 5027 (see link):

[ARPA Visioning Ad-Hoc Committee | Livingston, Montana \(livingstonmontana.org\)](#)

Through their collaborative work, the ARPA Visioning Committee, as appointed by the Livingston City Commission, has recommended that the eligible categories for funding be limited to the following:

1. Support public health response related to COVID-19.
2. Address negative economic impacts or those disproportionately impacted directly related to COVID19.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

These recommendations were accepted by the Livingston City Commission on 8/9/2022, along with the recommendation to open the Grant Solicitation process for those meeting the above criteria to request funding through a competitive process.

If your project or program meets eligibility criteria and you wish to apply for funding, please complete the form and send in all required attachments as directed in the form. *Incomplete applications will be returned.*

The application submission process will open on August 15, 2022.

The deadline to apply is September 15, 2022 at 11:59pm. *Late applications will not be accepted.*

Completed Applications should be submitted electronically via email to:

[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org).

**Our Process**

All applications received will be reviewed to confirm eligibility, as they are received and no later than September 16, 2022. Applications which are confirmed to be eligible will be reviewed by the ARPA Visioning Committee for a recommendation to the Livingston City Commission on or before September 30, 2022. Final decisions for funding will be made by the Livingston City Commission in the regularly scheduled commission meeting on October 18, 2022.

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**Special Note: ARPA funds are federally regulated and “duplication” of funding is not permitted under any circumstance.**



**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

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**City of Livingston ARPA Eligibility Determination**

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input checked="" type="radio"/>	Support public health response.
<input type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input checked="" type="radio"/>	COVID Prevention in Congregant Settings
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<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
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<input type="radio"/>	Mental Health or Substance Use Services
<input type="radio"/>	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input checked="" type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
<input type="radio"/>	Other Economic Support
<input type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
<input type="radio"/>	Housing Support: Affordable Housing
<input type="radio"/>	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

Is your organization a qualified 501c3 or 501c6?  Yes  No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - If yes, provide name and address along with letter of support and fiscal sponsorship.



Department of the Treasury  
Internal Revenue Service

P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248674148  
May 23, 2011 LTR 4168C E0  
81-0382705 000000 00

00017628

BODC: TE

COUNTERPOINT INC  
116 E LEWIS ST  
LIVINGSTON MT 59047-3113



069 349

Employer Identification Number: 81-0382705  
Person to Contact: NANCY DICKEN  
Toll Free Telephone Number: 1-877-829-5500

Dear TAXPAYER:

This is in response to your May 12, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in SEPTEMBER 1979.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website [www.irs.gov/eo](http://www.irs.gov/eo) for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248 6 74148  
May 23, 2011 LTR 4168C EO  
81-0382705 000000 00  
000 17629

COUNTERPOINT INC  
116 E LEWIS ST  
LIVINGSTON MT 59047-3113

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



S. A. Martin, Operations Manager  
Accounts Management Operations

## **ORGANIZATION INFORMATION**

### **1. Organization Name, Address, City, State and Zip**

Counterpoint, Inc.  
116 E. Lewis Street  
Livingston, MT 59047

## **PROJECT OVERVIEW**

### **2. Budget and Amount of Request**

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

1. Cost of hotel rooms: \$2560.32
  2. Cost of staff overtime pay: \$11,392.52
- Total Cost: \$13,952.84. Requested amount: \$6,976.42

### **3. Project Description**

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

In Sept, Oct and Nov of 2021 we moved clients and support staff into a hotel room and a staff residence in an effort to prevent the further spread of Covid-19 to other residents and staff. The quarantines lasted for a period of 11 and 12 days.

### **4. Who Does This Project Directly Serve?**

In the box below please description who this project serves and how it serves a community need directly and tangibly.

Quarantining our staff and our clients who tested positive for Covid-19 benefited their housemates and other staff who support them. We believe it helped keep them Covid-free. This step not only benefited the 65 clients and staff at Counterpoint but hopefully benefited the Community as a whole by preventing further spread of the virus.

## **5. Measureable Outcomes and Deliverables**

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

We believe that by quarantining our clients who tested positive for the virus we helped protect the other 65 other staff and clients at Counterpoint. We also believe the the measure helped the Community as a whole stay Covid-free and healthy.

## **6. ARPA Statement**

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

By quarantining our clients and staff we believe we helped others in the community to stay free of the Covid-19 virus. We also took these steps to protect our other developmentally disabled adults from getting the virus. Many of them have conditions which make them particularly vulnerable to the virus.

## **7. Implementation Plan**

Please describe in the box below how you will implement the project in a timely manner.

This project was completed in September, October and November of 2021.

## **8. Reporting Requirements**

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

This project has been completed. We are asking for partial reimbursement of our expenses.

## 9. Other Funding Sources

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they much be declared in full with documentation below.

We received one half of project funding from Park County. The total received from the County was \$6,976.42.

## APPROVAL AND AUTHORITY TO PROCEED

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do <u>NOT</u> recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.

Farm 2 School  
of Park  
County

**CITY OF LIVINGSTON**  
**ARPA – BUCKET A**  
**SOLICITATION FOR REQUESTS FOR FUNDING**  
**August, 2022**

\$130,700

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ARPA – A FUNDING REQUEST  
2022**

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Is your organization a qualified 501c3 or 501c6?

Yes

No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - If yes, provide name and address along with letter of support and fiscal sponsorship.

\_\_\_\_\_

## ORGANIZATION INFORMATION

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Farm to School of Park County  
PO Box 395  
Livingston, MT 59047

## PROJECT OVERVIEW

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In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

\$130,700 Total Requested. Attached.

### 3. Project Description

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

Attached

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In the box below please description who this project serves and how it serves a community need directly and tangibly.

Attached

## **5. Measureable Outcomes and Deliverables**

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

Attached

## **6. ARPA Statement**

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

Attached

## **7. Implementation Plan**

Please describe in the box below how you will implement the project in a timely manner.

Attached

## **8. Reporting Requirements**

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

Attached

**9. Other Funding Sources**

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they must be declared in full with documentation below.

Attached

**APPROVAL AND AUTHORITY TO PROCEED**

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do <u>NOT</u> recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.

City of Livingston ARPA – A Funding Request 2022  
Farm to School of Park County

September 9, 2022

**Organization Information:**

Name and Address

Farm to School of Park County (F2SPC)  
215 East Lewis Street, Room 206  
PO Box 395  
Livingston, MT 59047

Contact

Rachael Jones  
[rachael@f2spc.org](mailto:rachael@f2spc.org)  
406-220-2204

Michele Carter  
[Michele.carter@livingston.k12.mt.us](mailto:Michele.carter@livingston.k12.mt.us)  
406-224-1664

Carole Sullivan  
[carole@f2spc.org](mailto:carole@f2spc.org)  
406-223-0257

**Project Overview**

2. Budget and Amount of Request:

\$130,700 Total Requested:

School Meal Advisor Wages - Thirty hours per week @ \$35/hour x 24 months = \$109,200

Cargo Van Upgrades – Insulation, shelving and no-slip flooring = \$20,000

Shed Built by PHS Construction Class – Kitchen Supply and Small Equipment Storage = \$1,500

All other direct costs, including office and kitchen space and administrative support is provided by F2SPC.

3. Project Description:

As our whole community grapples with the health and economic effects of the pandemic, so too must we address the crisis's toll on academic learning among our children. With clear evidence of the link between good nutrition and the ability to learn, bolstering school meal

City of Livingston ARPA – A Funding Request 2022  
Farm to School of Park County

September 9, 2022

programs in Livingston that serve tens of thousands of meals year-round needs to be a key component of the City's Covid recovery plan.

Many people aren't fully aware of the severity of the childhood hunger crisis in Park County. Nor are they aware of the extent to which school districts play an essential role in ensuring children receive nutritious meals to learn, grow, and thrive to reach their full potential. Schools are at the center of our communities and our kids' lives. Parents know and trust the people who work at their neighborhood schools, and schools have the facilities and staff needed to feed kids every day.

Before the pandemic, in 2019 (which is the most recent data collected by USDA) about 45% or ~700 students in Livingston relied on school meals for their most nutritious meal of the day. Sadly, when the pandemic hit, that number skyrocketed because many families who had previously not relied on school meals turned to the Livingston School District to help feed their children.

The programs of F2SPC are each designed to address the interrelated nature of food education, food access, food affordability, and the need to construct healthy dietary patterns for children within Park County's severe economic constraints. For 12 years in the Livingston School District, F2SPC programs have evolved to encompass a variety of school- and community-based interventions aimed to address Livingston's most pressing food-related needs. F2SPC and our partners in the Livingston School District have shown that healthy, delicious, scratch-cooked food can be accessible for all children, and procured and prepared on time and on budget.

Naturally, from the time school closed on March 17, 2020 through the height of the pandemic, Farm to School of Park County (F2SPC) has taken a front seat approach to feeding Park County's schoolchildren.

First, F2SPC immediately led the coordination of a continuation of meals for Livingston schoolchildren during Spring Break 2020 - at a time when school meals are not usually served. After only two weeks of the Spring Break holiday, the demand for emergency school meals grew 200% and the need to establish a long-term emergency meal program for children was evident.

By April 2020, in cooperation with Livingston School Foodservices and nine local restaurants, the Emergency School Food Program was in full swing. The program not only provided healthy breakfast and lunch to hungry children, it also provided income to restaurants during business closures. Until additional funding was secured to fund the program, F2SPC covered the start-up costs to launch the program.

City of Livingston ARPA – A Funding Request 2022  
Farm to School of Park County

September 9, 2022

The Emergency School Food Program was an immediate success and provided approximately 1,000 meals across 17 delivery sites throughout Livingston, Monday through Friday, from March through August 2020. By the time school started in the Fall of 2020; the Emergency School Meal Program provided 77,778 meals to school-aged children in Livingston.

Through the Emergency School Meal Program, F2SPC and School Foodservice staff enjoyed collaborating with local culinary professionals, especially Carole Sullivan, former owner of Mustang Fresh Foods. Starting in Fall 2020, Sullivan was contracted through F2SPC to work alongside the Livingston School Foodservice staff. She was tasked with helping restore the school food program to pre-Covid nutritional standards. Her role has since expanded with F2SPC. Currently, as School Food Advisor, Carole coaches and trains the school kitchen staff on recipe development and kitchen operations that optimize nutrition, increase school meal access and realize breakfast and lunch participation that matches or exceeds pre-Covid stats. During the past academic year, under Carole's guidance, Livingston School Foodservices rolled out 46 new school meal recipes and 23 new Farm Fresh Friday menus that were served to 800 students daily.

The School Meal Advisor position has been critical to addressing child food insecurity and bolstering community health in Livingston during the pandemic. The success of this position has shown there is a continued, wide-ranging need. The lessons learned from this community collaboration will be important in continuing to help children recover from the pandemic and associated crises.

This summer, F2SPC served over 9,800 meals to children in Livingston through the summer meal program at city parks. We expect to continue to see a significant need, and additional funding is needed to help continue to address the economic, social, and physical health of children in Livingston.

In summary, we respectfully request that the City of Livingston will join us in supporting the schools in having the adaptability to respond to the growing needs and emerging opportunities to provide meals and resources to Livingston kids and families, during the academic year and summer months.

Specifically, support is being sought to:

- Pay for School Meal Advisor wages for two years
- Purchase shelving, insulation and a no-slip floor for a meal delivery van used year-round



City of Livingston ARPA – A Funding Request 2022  
Farm to School of Park County

September 9, 2022

- Purchase a storage shed from the PHS Construction Class, which will house supplies and small equipment that are necessary for summer lunch programs, and for future Emergency Feeding Programs as needed.

4. Who Does This Project Directly Serve:

All current and future families with school-aged children benefit directly when healthy food is served at school. The number of students currently enrolled is 1,262.

5. Measurable Outcomes and Deliverables:

Evaluation will be led by F2SPC Executive Director, Rachael Jones, in collaboration with F2SPC staff and Livingston Foodservice Director, Michele Carter. Jones has experience and training in evaluation methods as well as writing comprehensive program reports. Currently, F2SPC uses evaluation tools derived from the USDA F2S Census for program evaluation. F2SPC will comply with City of Livingston evaluation expectations and will evaluate the success of this project using metrics derived from measured impact of nine outcomes:

- School food quality and what is offered to students
- School food personnel expertise and empowerment
- School food service facility improvements
- Food literacy among students and staff
- Food-related school policies and culture
- Community involvement and partnerships supporting school food, health and wellness
- Students' food related behaviors and choices
- School staff food related behaviors and choices
- Families' food literacy

6. ARPA Statement

Funding is being sought to maximize school-based child nutrition programs in Livingston and other emergency food programs which ensure children and families have access to healthy meals at school and at home during the school year and/or summer months.

F2SPC knows that school districts play an essential role in ensuring students receive nutritious meals to learn, grow, and thrive to reach their full potential. ARPA funding requested herein will allow Livingston School Districts to respond to the growing needs and emerging opportunities to provide meals and resources to kids and families.

7. Implementation Plan

Upon notification of funding:

F2SPC will review and revise the School Meal Advisor work plan and outcomes to ensure alignment with ARPA funding requirements.

City of Livingston ARPA – A Funding Request 2022  
Farm to School of Park County

September 9, 2022

Before May 2023, get van upfitted with shelving, insulation, and no-slip flooring.

As soon as practicable, purchase shed from PHS Construction Department.

Part of Farm to School of Park County's work is helping people understand how prevalent childhood hunger is – and how to access assistance. As part of that work, marketing and outreach efforts for meal programs and other community nutrition programs will be conducted.

8. Reporting Requirements

F2SPC has the capability to complete the level of reporting required by the City of Livingston.

9. Other Funding Sources

F2SPC received a 2020 CARES Relief Fund Grant in the amount of \$11,546.

Attachments:

IRS Tax Determination Letter  
COL Business License  
CARES Funding Documentation

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUN 17 2020

FARM TO SCHOOL OF PARK COUNTY  
C/O RACHAEL JONES  
PO BOX 395  
LIVINGSTON, MT 59047

Employer Identification Number:  
84 3389625  
DLN:  
26053560003760  
Contact Person:  
CUSTOMER SERVICE ID# 31954  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
June 30  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
December 20, 2019  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

FARM TO SCHOOL OF PARK COUNTY

Sincerely,

*Stephen A. Martin*

Director, Exempt Organizations  
Rulings and Agreements

Letter 947

# Summer Lunch in the Park provides nutritious meals for local kids

By Enterprise Staff

**D**uring the school year, nutritious meals are available to students through the National School Lunch Program.

However, when the school year ends, children who depend on school meals can be left facing a nutrition gap, without easy access to balanced, nutritious meals, a news release from Farm to School of Park County said. The Summer Food Service Program is a federal program made available to eligible areas to ensure that children receive nutritious meals throughout the year.

Michele Carter, Livingston School District Food Service Director said, "We know that there are about 800 kids in the district that rely on school meals for their most nutritious meal of the day. Historically, we have served as many as 500 kids each day during the summer. So, we are changing things up—like offering new hot meals, and increasing the number of sites—in order to build more participation and feed more hungry kids."

The release pointed out that according to recent research analyzing long-term impacts of childhood hunger:

- Providing children with access to nutritious food beyond the school year and into the summer months has clear health, education and economic benefits.
- Summer nutrition is closely tied to summer learning loss. Stopping the "summer slide" among low-income families could save \$1,540 per student in re-teaching costs.
- Low-income families spend an additional \$100 a month on groceries during the summer.
- Food insecure kids are 31% more likely to be hospitalized and each hospitalization costs \$12,000 on average.

The Livingston School District, Farm to School of Park County, Livingston Food Resource Center and City of Livingston have joined forces through Summer Lunch in the Park, which aims to maximize the quality and accessibility of delicious and nutritious, scratch-made and FREE summer lunches provided every day in Livingston.

"It just makes sense to build a coalition of organizations with a like-minded focus to help facilitate increased access to healthy summer meals for children and teens," Rachael Jones, executive director of Farm to School of Park County, said in the release.

The meals are prepared each day in the LFRS Kitchen at Park High School, and are delivered and served at six strategically-located city parks and two neighborhood sites every week day.

"Serving the same or similar menu at all sites—whether the food is prepared at LFRS or the School Kitchen—allows us to cooperate on a new portfolio of summer meals and local food procurement strategies," stated George Polce, LFRS executive director. "Plus, there's sure to be a meal site in walking distance in your neighborhood. It'll just get better and better with time."

The program also generates revenue at the local level from federal and state dollars, USDA food entitlements and state administrative funds. "Increased participation creates a positive



Ellen Conly makes a batch of Bison Rocks for Summer Lunch in the Park recently. Photo courtesy of Farm to School of Park County.



LEFT: Francis Newhouse fuels up with a tasty Summer Lunch in the Park meal after playing at G Street splash park.

feedback loop making more money available for us to use on local purchases to pay fair prices to farmers and to improve overall student nutrition during the school year," Jones said.

Chef Carole Sullivan, school meal advisor for Farm to School of Park County said, "This summer we are testing out new recipes and menu cycles that we think students are really going to love next school year."

For more information or to find a nearby lunch location, call the kitchen at (406) 222-0239, text 202D to 204-304 or visit [www.F2S.org](http://www.F2S.org). To learn more about Farm to School of Park County visit [www.F2S.org](http://www.F2S.org), find it on Instagram or Facebook or contact Rachael Jones at [rachael@f2s.org](mailto:rachael@f2s.org).

# Tall, green grass can represent a fire risk, chief says

By Hynden Blackford Enterprise Staff Writer

Park County Rural Fire District No. 1 Fire Chief Dann Babcox said that while there may be green grass visible, people should be aware it represents a fire risk.

So far there have been a couple of fires, but nothing large or that spread quickly, said Babcox.

The main danger will come from heat and wind, as the tall grasses are dry now, and even the green stuff will burn, the fire chief said.

"Some ranchers are saying this is some of the most green they've seen in years," Babcox said.

He explained that people should manage tall grass on their property to reduce fire danger, but if much of this grass goes unmanaged it will be extremely dangerous.

Babcox's recommendations include to mow or cut it or graze it. However, when cutting, take care not to cause sparks, as this can start its own fire, said Babcox. "In a week or so, assuming we're at medium fire

danger, it will probably go to high pretty quickly," Babcox said.

As usual for this time of year people should avoid parking in tall grass, smoking near grass and fireworks.

"As tall as the grass is, the thermal release will be extreme," Babcox said.

The effect that a tall-grass fire would have on the climate around it could be 10 to 15 times that of grass that was cut or grazed, according to Babcox. He also noted that an estimated 70-85% of wildfires are human caused, and cautioned that residents should be very careful in the coming months.

Park County Rural Fire Department No. 1 has a good fire fighting record this year. The department sent a truck to help out in New Mexico a few times, and New Mexico will return the favor if we get swamped in fire fighting in Park County, the chief said.

"People may think we won't have bad fires because we got flooded, and because there's been consistent rain," said Babcox, "but the rain will stop and the wind dries everything out two to three times as fast."

**2ND ANNUAL CAYDEN JAMES LEONARD ANNUAL BIKE RODEO**  
 July 13, 2022 | 4:30 pm - 7:30 pm  
 Admission: FREE  
 During the Livingston Farmers' Market  
 229 River Drive, Livingston MT

THANK YOU PARTNERSP:

CCCMONTANA.ORG/EVENT/BIKE/CAYDEN2



Looking East from Harvet's Flat to the Livingston Health Care Location—June 1918.

## Floodwaters Chronicle

The 1976 floodplain maps, historical records and the fluvial geomorphology of the Livingston Health Care facility location are real. Flooding of this portion of the Yellowstone River has been occurring since the end of the last ice Age some 13,000 years ago. Flooding will continue, the time and intensity will depend on a combination of weather conditions (e.g., 1918, at least three times during the 50s and 60s, 1996, 1997 and 2022).

"It looks to me like it [Livingston Health Care] is in the floodplain on the map and in the aerial photos," Randy Taylor, Park County Montana Floodplain Administrator (2021).

"A portion of the property is in the 500-year floodplain with a chance that the river could potentially jump the bank and encroach that area during a flood, making it [Livingston Health Care] inaccessible," Nicole Divine (2012).

The following chronology outlines how I remember the Livingston Health Care became located on an area affected by floodwaters:

A location for a healthcare facility was originally planned for the west end of the City of Livingston in a non-floodplain area, with in-place water and sewer infrastructure.

Since the rezoning is an updated Growth Policy, the west of town location use-type could not be changed from its agricultural-use designation.

"Concerned Citizens" were "recruited" and ram-rodged by a former county commissioner using property rights as a red-herring issue, and guests who filed a lawsuit to obstruct the adoption of an updated Growth Policy.

This political ploy provided the time needed for a portion of land east of the City to be annexed into the City.

Then 20 acres of the western portion of the annexed land was donated to Livingston Health Care.

Oops, the donation of the annexed 20 acres of land was determined to be on the floodplain. However, 10 acres of land adjacent to the donated 20 floodplain acres, was purchased because "the 1976 floodplain maps are out real... just a sliver is on the floodplain" and it was "affordable" (\$300,000).

2010 - The City of Livingston manager denied the validity of the Corps of Engineers floodplain maps and hired a consulting firm for \$270,000 to evaluate the floodplain based on "elevations".

2020 - An additional 100 acres, adjacent to Livingston Health Care, in the same flood water area, was purchased for an undisclosed amount.

One board member noted the flood water area in the 100-acre purchase could be used for "green spaces and roads."

2022 - Flood waters forced the Livingston Health Care flood water location to temporarily close its doors to the public.

"Livingston Healthcare is moving ahead with plans to build a new hospital that was recently annexed into the city but lies within the designated 100-year floodplain of the Yellowstone River... The 1976 maps remain the official ones, and Federal Emergency Management Agency officials take a dim view of placing important structures like hospitals in floodplains." Scott Beckwith (2022)

Larry Lehren  
Park County Commissioner (2005-2008)

## Wyoming woman arrested in cold case death of baby

ST. IGNACE, Mich. (AP)—A Wyoming woman has been arrested and is awaiting extradition to Michigan's Upper Peninsula to face arraignment in the death 25 years ago of a baby found discarded in the waste pit of an outhouse, authorities said Wednesday.

Investigators traveled to Wyoming on Tuesday to interview the 58-year-old woman, who confirmed she was the child's mother, Mackinac County Sheriff Edward M. Wilk said in a statement.

The woman gave investigators information "that provided probable cause to arrest her on the charge of homicide—open murder," Wilk said.

The baby girl was found in the waste pit of a Garnet Lake campground outhouse in Hudson Township and was dubbed "Baby Garnet."

The woman formerly resided in the Garnet Lake area, Wilk said.

In the summer of the 2017, investigators began reviewing the case and employed forensic genetic genealogy. By working with a geneticist and investigating the submitted DNA, investigators were provided with family blood lines and the name of her likely birth mother, Wilk said.

A worker discovered Baby Garnet on June 26, 1997, while emptying a septic pit at the campground. An autopsy and forensic tests showed the infant had gestated for 38-40 weeks or about full term.

Police at the time believed the child was placed in the outhouse as early as June 1,

*Thank You*

We would like to extend a heartfelt thank you to the many, many phone calls, visits, food and the outpouring of love and support we have received during the time of our loss of Allyn. You have touched our hearts in a way that there are no words to explain how we feel.

To Darrin Bergsing and the Honor Guard, we thank you.

A very special thank you to John Payne & The Buckhorn for hosting the celebration of life. And to the many, many people that showed up. It was truly overwhelming.

The family of Allyn Francis

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Contact Title: **Executive Director**

---

Contact email: **rachael@f2spc.org**

---

Contact phone: **+14062202204**

---

What type of social safety net programs will be supported by this funding? Choose all that apply: **Food and nutrition**

---

Impacts of COVID-19 on your organization **Examples of impacts to your organization may include reduced volunteers/staff, reduced donations, increased demand for services, challenges in delivery of services, increased costs, etc.**

---

Describe how COVID-19 has impacted your operations and created the need for Coronavirus Relief Funds **Farm to School of Park County has met the challenge coronavirus poses to our schoolchildren by remaining mission-focused while exercising flexibility in addressing the immediate and acute need of providing school meals to those children who rely on them. Through the development and enrichment of numerous collaborations, as well as dovetailing with the larger community-wide mobilization of resources, F2SPC is filling a central role in the emergency school meal programs of Livingston and Park County. The unprecedented need for our innovative and wildly successful school meal support services demands previously unbudgeted operational, supply and equipment expenses for which we are requesting your support.**

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State your 2019 operating budget using criteria below: **258000.0**

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Please upload your Form 990

**FY1920\_PL\_Standard.pdf**

**20F2S003\_Newsletter\_COVID19.pdf**

**PC\_Student\_Meal\_Program\_Flyer.4.22\_draft.pdf**

**FTS\_2020\_095.JPG**

**FTS\_2020\_103.JPG**

**FARM\_TO\_SCHOOL\_PL\_18-191.pdf**

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Amount Requested: **25800.0**

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relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3) as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 2601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application. 7. Will comply or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-66), which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases. 8. Will comply with the provisions of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds. 9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§ 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333, regarding labor standards for federally assisted construction subagreements. 10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more. 11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approval State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955k, as amended (42 U.S.C. § 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205). 12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system. 13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16

proceeding for the enforcement of this agreement or any provision thereof shall be instituted only in the courts of the state of Montana, and it is mutually agreed that this agreement shall be governed by the laws of the state of Montana, both as to interpretation and performance. In the event of litigation concerning the terms of this agreement, venue shall be in the First Judicial District in and for the County of Lewis and Clark, Montana.

**13) ASSIGNMENT, TRANSFER, AND SUBCONTRACTING** The parties mutually agree that there will be no assignment, transfer, or subcontracting of this agreement, nor any interest in this agreement, unless prior agreement has been stipulated elsewhere in this agreement or with the express written consent of both parties.

**14) NON-DISCRIMINATION** Any hiring of employees or provisions of goods or services under this agreement by the Applicant shall be on the basis of merit and qualification, and there shall be no discrimination in such hiring on the basis of race, color, religious creed, political ideas, sex, age, marital status, physical or mental handicap, national origin, or ancestry. As used herein, "qualifications" means qualifications that are generally related to competent performance of the particular occupational task.

**15) COMPLIANCE WITH LAWS** Applicant shall use all money provided in accordance with all applicable federal, state, and local laws and written standards of the Grantor. Applicant further agrees to abide by all applicable workers' compensation laws.

**16) MODIFICATION AND PREVIOUS AGREEMENT:** This agreement, Applicant's application, approval email, and program guidelines encompass the entire agreement between the parties, and no statements, promises or inducements made by either party or agents of either party, who are not contained in the writing, shall be valid or binding. This agreement shall not be enlarged, modified, or otherwise altered without written consent of both parties. The Grantor neither expressly nor impliedly warrants it will renew this agreement. Upon written request of Applicant, the Grantor may extend reporting deadlines.

**17) INDEMNITY AND LIABILITY:** Applicant shall protect, indemnify, defend, and save the State of Montana and its agents harmless from and against any and all claims, portions of claims, liabilities, demands, causes of actions, judgments, and settlements, including costs and reasonable attorneys' fees, arising in favor of or asserted by any person or entity based in whole or in part on any acts or omissions of the Applicant, its employees, agents, or independent contractors, in connection with the activities described in this agreement and attachments. The duty of the Applicant to defend is not contingent upon an admission or jury determination that Applicant committed any negligent acts or engaged in any willful misconduct. Applicant shall pay the reasonable cost and attorneys' fees incurred by the Grantor in establishing its right to defense or indemnification.

**18) SEVERABILITY:** It is understood and agreed by the parties hereto that if any term or provision of this agreement is held to be illegal or in conflict with any state or federal law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this agreement did not contain the particular term or provision held to be invalid.

**19) CONFIDENTIALITY AND PUBLIC DISCLOSURE:** All information submitted to Grantor by Applicant, including, but not



to the Fund. Under the CARES Act, the State of Montana is tasked with distributing payments for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19). The CFDA # assigned to the Fund is 21.019. 4) FUNDED ACTIVITIES The Grantor may provide money to Applicant for the purposes stated in this agreement. Any use of funds for purposes not specified in this agreement is a breach of this agreement. Applicant agrees to use the funds in a manner consistent with their application. As approved, Applicant's proposed expenditures qualify as eligible support without risk of penalty or repayment. Applicant shall not use any part of the funds as a match to obtain funding for any project unrelated to Applicant's application without the Grantor's written consent. If Applicant's business or organization is dissolved, sold, or moved out of state within twelve (12) months of the original awarding of funding, Grantor may require all funding be returned. Equipment purchased in excess of \$5,000 under the terms of this agreement may not be sold by Applicant within 12 months of January 31, 2021 without written permission by Grantor. Social Service Nonprofit Grant - Eligible Expenditures: Expenditures incurred due to the public health emergency, including working capital for nonprofits to support payroll (minus payroll taxes), rent, accounts payable and expenses related to shifts in operations in order to retain existing programs and services, retain current employees or retain organizational viability for provision of future services and operations. Ineligible Expenditures: Property taxes Payroll taxes Lobbying or political purposes. Depreciation Compensation to disqualified persons (see Form 990 - page 10- line 6) Capital improvement projects that are not necessary expenditures incurred due to the COVID-19 public health emergency Damages covered by insurance. Expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds. Reimbursement to donors for donated items or services. Workforce bonuses other than hazard pay or overtime. Severance pay. Legal settlements. 5) COMPENSATION The Grantor agrees to provide Applicant direct funding assistance for eligible costs described in Applicant's application. Funds must be used for the approved purposes only and failure to properly document and account for fund expenditures constitutes breach of this agreement and may result in full repayment of grant including associated costs and fees. Applicant shall reimburse Grantor for any funds used for purposes not authorized by this agreement. 6) COMPLIANCE / REPORTING Grant funds awarded must be expended by December 30, 2020. Applicant shall provide the Grantor with a final activity and expenditure report as outlined in this section. Reporting is a critical requirement of this agreement and may be submitted at any time following expenditure of funding, but no later than January 31, 2021. Applicant must comply with reporting requirements communicated by Grantor, and file a comprehensive final report no later than January 31, 2021. Reporting requirements will be posted at covidrelief.mt.gov. Applicant's failure to comply with reporting requirements constitutes breach of this agreement. Final reporting

Verify Bank Routing Number **092901683**

Bank Account Number **107115883**

Verify Bank Account Number **107115883**

\*\*\*\*\* STOP - Double check bank routing and account number. Incorrect info WILL DELAY YOUR PAYMENT.\*\*\*\*\*

4) Grant Recipient Name (Entity name that applied for grant funds) **Farm to School of Park County**

5) Tax ID Number (must be 9 digits) **843389625**

Type of ID Number above **FEIN**

Address **PO Box 395  
215 East Lewis, Room 304  
Livingston  
MT  
59047  
US**

Phone Number **4062202204**

Email **rachael@f2spc.org**

8) Authorization **This authorization will remain in effect until either cancelled in writing or an updated form is submitted to the Agency you currently do business with.**

By clicking here, you agree that this authorization will remain in effect until either cancelled in writing or an updated form is submitted to the Agency you currently do business with. **checked**

Today's Date **11/4/2020**

1. The number shown **checked**  
on this form is my  
correct taxpayer  
identification number  
(or I am waiting for a  
number to be issued  
to me); and

2. I am not subject to **checked**  
backup withholding  
because: (a) I am  
exempt from backup  
withholding, or (b) I  
have not been  
notified by the  
Internal Revenue  
Service (IRS) that I  
am subject to backup  
withholding as a  
result of a failure to  
report all interest or  
dividends, or (c) the  
IRS has notified me  
that I am no longer  
subject to backup  
withholding; and

3. I am a U.S. citizen **checked**  
or other U.S. person  
(defined below); and

4. The FATCA **checked**  
code(s) entered on  
this form (if any)  
indicating that I am  
exempt from FATCA  
reporting is correct.

Name of Person **Rachael Jones**  
Certifying this W-9  
Information:

Today's Date **11/4/2020**

SECTION 2: STATE **This is an electronic version of the State of Montana form 204.**  
OF MONTANA - 204 **Incomplete forms will not be processed.**  
- ELECTRONIC  
FUNDS TRANSFER  
SIGN UP

Request Type of EFT **Initial Request**

SECTION 1:  
Substitute W-9  
REQUEST FOR  
TAXPAYER  
IDENTIFICATION  
NUMBER AND  
CERTIFICATION

**For instructions on how to fill out this electronic version of a W-9, please download and read through the IRS instructions at <https://www.irs.gov/pub/irs-pdf/fw9.pdf>. Failure to complete these forms correctly will delay processing of awarded funds. Autofill features from your web browser may populate fields incorrectly - be sure to DOUBLE CHECK before you submit.**

1. Name (as shown on your business income tax return) Name is required on this line; do not leave this line blank.

**Farm to School of Park County**

2. Business name/disregarded entity name, if different from above.

**Farm to School of Park County**

3. Check the appropriate federal tax classification of the person/business whose name is entered on line 1 above. Select only one of the following options. If you are a nonprofit of any type please select the option "TAX-EXEMPT (501(C)(3))"

**TAX-EXEMPT (501(C)(3))**

Enter the tax classification (C=C corporation, S=S corporation, P=Partnership)

n/a

If Other (See instructions)

n/a

4. Exemptions (codes apply only to certain entities, not individuals). Enter Exempt payee code (if any)

n/a

Please list below expenses for eligible expenditures to-date for your business or organization:

**NOTE: If your business or organization received in total more than \$50,000 in Montana Coronavirus Relief Fund grants, it will be required that you upload your general ledger detail from your accounting system for all liquidated expenses using the awarded funds. All expenses in the general ledger detail should match the amount listed in the cost categories below.**

\*\*If your organization received in total more than \$50K in Montana Coronavirus Relief Grant Funds, please upload your general ledger detail from your accounting system for all liquidated expenses using the awarded funds:

*na*

Please indicate how much of the awarded grant funds were expended for Payroll and/or Salaries:

**4264.27**

Please indicate how much of the awarded grant funds were expended on Equipment purchases:

*na*

Please indicate how much of the awarded grant funds were expended on Supply purchases:

**7032.73**

Please indicate how much of the awarded grant funds were expended on OTHER business expenses:

**249.0**

Title

**Farm to School of Park County**

10/04/2020

by **Rachael Jones** in **Round 2 - Nonprofit Grant**

id. 17780393

rachael@f2spsc.org

**Coronavirus Relief Funding: DPHHS Final Report Due January 30 2021**

01/28/2021

Please complete Final Report and submit by January 31, 2021

**It is critical that we receive this Final Report from your organization in order to remain compliant with these federal funds and for us to work with you to ensure spend out of these funds by the end of the year. Important Notes: The CFDA number for this source of funding is 21.019. Coronavirus Relief Fund grant awards must be expended no later than December 30, 2020. Expenses must be incurred during the period of March 1, 2020-December 30, 2020. In your accounting for these funds, please ensure that funded expenses aren't overlapping with other state and federal CARES ACT funding, such as Paycheck Protection Program expenditures. You are not required to submit copies of receipts for this Interim Report, but receipts may be requested as part of subrecipient monitoring at a later date. Federal guidance on eligible expenses can be found here: <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf>**

Name of

**Farm to School of Park County**

Business/Organization:

Business/Organization **843389625**

EIN:

Total amount of grant **11546.0**  
award(s) received for  
this Cares Relief  
Fund Grant:

Please provide a brief explanation as to how the awarded funds were spent to help offset the negative impacts to your business or organization from the COVID-19 pandemic:

**Thanks to Cares Relief Funding, Farm to School of Park County has been able to make purchases that were unbudgeted, yet essential to keep offering our services through 2020. For example, we are now able to create virtual educational services and market them to a wider audience. We also purchased office supplies, software and training to bring our team up to speed with the sudden need for remote working.**

If awarded funds were expended as Other Business Expenses, please describe those other business costs and how much was expended per other costs:

n/a

Other Business Cost **249.0**

#1:

Description - Other Business Cost #1 **Live-virtual bookkeeping training fee**

Other Business Cost n/a

#2:

Description - Other Business Cost #2: n/a

Other Business Cost n/a

#3:

Description - Other Business Cost #3: n/a

Other Business Cost n/a

#4:

Description - Other Business Cost #4: n/a

Other Business Cost n/a

#5:

Description - Other Business Cost #5: n/a

Certification **I certify by my e-Signature below that the funds received from the CARES Act Relief Program were used solely for the purposes approved in the Coronavirus Relief Funding Contract. This report is true, complete, and accurate to the best of my knowledge.**

e-Signature of Recipient: **Rachael Jones**

Enter Exemption from *n/a*  
FATCA reporting  
code (if any)

5. Address (number, **PO Box 395**  
street, and apt. or  
suite no.) See  
instructions.

6. City **Livingston**

State (2 letter  
abbreviation - such  
as MT) **MT**

ZIP code **59047**

Requester's name  
and address  
(optional) **State of Montana**

Please leave this *n/a*  
field blank - For  
internal purposes  
only.

7. Select Type of Tax **FEIN**  
Identification  
Number:

\* \* \* \*Enter the *n/a*  
selected Tax ID  
number in the  
corresponding field  
below. DO NOT enter  
a number in both  
fields or it will result  
in the awarded funds  
being delayed. Also  
DO NOT enter "N/A"  
in the field\* \* \* \*

Social Security *n/a*  
Number (must be 9  
digits - no dashes)

Federal Employer **843389625**  
Identification Number  
(9 digits - no dashes)

W-9 Certification **Under penalties of perjury, I certify that:**



2) Name of person certifying this account information: **Rachael Jones**

I hereby certify that **checked** the account indicated on this form is under my direct control and access; therefore, I authorize the State Treasurer as fiscal agent for the State of Montana to initiate, change or cancel credit entries to that account as indicated on this form. This authority is to remain in full force and effect until the State of Montana has received written notification from either me or an authorized officer of the organization of the account's termination in such time and in such a manner as to afford the State of Montana a reasonable opportunity to act upon it.

3) Bank Name **First Interstate Bank**

\*\*\*\*\* STOP - Carefully enter your bank routing and account number. Double check before submitting. Incorrect routing or account information WILL DELAY YOUR PAYMENT.\*\*\*\*\*

Account Type **Checking**

Bank Routing Number **092901683**

9) Authorized  
Signature  
(Electronic)

**Rachael Jones**

Title (if applicable)

**Executive Director**

\*\*\*\* STOP - before  
you submit -  
DOUBLE CHECK &  
review all data  
before you  
submit.\*\*\*\*

**Auto-fill features from your web browser may cause issues. MAKE SURE to review & correct any fields. If it is not correct - it WILL DELAY YOUR PAYMENT.**

## **Social Service Nonprofit Grant Round 2- Contract**

11/04/2020

I consent to conduct  
transactions  
electronically

**checked**

Round 2: Social  
Service Nonprofit  
Grant Agreement

**As the responsible authorized agent of the applicant, I certify and agree as follows: 1. I certify to the best of my knowledge and belief, the information provided in my application is true and correct. 2. I understand that submitting false, misleading, or incomplete information in connection with this application will result in disqualification from financial assistance from the State of Montana and may require repayment of entire grant amount. 3. I agree to comply with all federal, state, and local laws, licenses, permits, and regulations including those prohibiting discrimination on the basis of race, sex, religion, national origin, age, or handicap. 4. I agree to provide a report on the results of the activity as requested by the State of Montana. 5. I understand that any information submitted with the application, including but not limited to, organization name, location, amount requested, amount received, and use of funds shall be considered public information. Sensitive personally identifiable information such as driver's license, Social Security Number, and financial information will be protected from public disclosure. Other information which applicant wishes to remain confidential will require prior approval from agency legal staff. 6. I personally guarantee the performance of the obligations contained and agreed to in this agreement. In the event that I misuse the funds or fail to use the funds for eligible expenditures, I guarantee to perform and be held responsible in the same way as if I were personally the recipient of the funds. 7. I have read, understand, and agree to all the terms herein. 1) PARTIES This agreement is entered into between Applicant and the Montana Department of Health and Human Services (Grantor). 2) TERM This agreement shall terminate January 31, 2021. 3) PURPOSE This agreement is entered into pursuant to funding made available under section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act"). The CARES Act established the Coronavirus Relief Fund (the "Fund") and appropriated \$150 billion**

shall include (1) a detailed financial report and any necessary supporting documentation certifying that all money granted has been used for the approved purposes and; (2) a summary of the project or event describing the impact of the funds. Upon approval of complete and accurate reporting documents, Grantor warrants and ensures compliance with applicable federal oversight rules and regulations. Grantor will hold Applicant harmless for unavoidable business failures or other unforeseen losses arising as a result of the COVID-19 emergency up to the full amount of this agreement. Failure to provide the required reports at the scheduled time constitutes a breach of this agreement. 7) GRANTOR LIAISON: The liaison for Grantor is: Montana Department of Health and Human Services PO Box 4210 Helena, MT 59604 406.444.3130 8) LEGAL RELATIONSHIP BETWEEN THE PARTIES This agreement does not create a partnership, joint venture, joint enterprise, or joint undertaking of any sort between Grantor and Applicant, its agents, employees, cooperators, subcontractors, or independent contractors. 9) ACCESS FOR MONITORING AND REVIEW Applicant shall allow Grantor and its agents access at any reasonable time to the project sites, financial documents, and activity records pertaining to the grant so the Grantor may carry out any desired monitoring or review to determine compliance with this agreement. Applicant agrees that Grantor or the Legislative Audit Division may, at any reasonable time, audit all records, reports, and other documents which Applicant maintains under or in the course of this agreement to ensure compliance with this agreement. In addition, the Grantor may require, with reasonable notice, Applicant to submit to an audit by a Certified Public Accountant or other person acceptable to the Grantor, paid for by Applicant. 10) FAILURE TO COMPLY If Applicant fails to comply with the terms and conditions of this agreement, or reasonable directives or orders issued by the Grantor, the Grantor may terminate this agreement pursuant to the section entitled "Termination." In the event this agreement is terminated for failure to comply, Applicant shall report on results of the project to date. The Grantor reserves the right to seek additional reimbursement from Applicant if the Grantor determines that funds were improperly received, paid in error, or a material breach of the agreement has occurred. 11) TERMINATION Grantor may terminate this agreement for failure of Applicant to perform in accordance with the terms of this agreement, after providing Applicant with written notice to Applicant, of the stated failure and an opportunity to cure the issue of nonperformance. The written notice must specify the performance failure and provide Applicant an opportunity to correct the failure within a specified period of time not less than 21 days. If the failure is not corrected within the specified period, or such other period as agreed upon by the parties in writing, the termination is effective at the end of the specified period. Upon receiving a notice of termination of this agreement, Applicant shall immediately cease all activities under this agreement unless Grantor expressly directs otherwise in such notice of termination. Applicant will be reimbursed for all costs incurred in compliance with this agreement prior to the notice of termination. 12) MONTANA'S LAW AND VENUE The parties mutually agree that any action at law, suit in equity, or judicial

limited to, business name, location, amount requested, amount received, and use of funds shall be considered public information, except sensitive personally identifiable information and information such as driver's license, Social Security Number, and financial information, which will be protected from public disclosure. 20) AUTHORIZATION A copy of the original has the same force and effect for all purposes as the original. 21) DISPUTE RESOLUTION: If any dispute arises under this agreement, the parties agree to attempt to resolve the dispute in good faith as follows: A. First, by informal negotiation between the Liaisons. B. If informal negotiations fail to resolve the dispute, the parties agree to seek mediation using a mediator acceptable to both parties. C. If mediation fails to resolve the dispute within sixty (60) days of initial mediation session, the parties may proceed to contested case hearing under the Montana Administrative Procedures Act. \*\*\*\*\*

**ASSURANCES - NON-CONSTRUCTION PROGRAMS OMB Approval No. 0348-0040** Note: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurance. If such is the case, you will be notified. As the duly authorized representative of the applicant, I certify that the applicant: 1. Has the legal authority to apply for federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application. 2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives. 3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain. 4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency. 5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F). 6. Will comply with all Federal statutes relating to nondiscrimination. These include, but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683 and 1685-1686), which prohibit discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended,

U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.). 14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development and related activities supported by this award of assistance. 15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling and treatment of warm blooded animals held for research, teaching or other activities supported by this award of assistance. 16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) Which prohibits the use of lead-based paint in construction or rehabilitation of residence structures. 17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984. 18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program. Standard 424B (Rev. 7.97) Prescribed by OMB Circular A-102

Signed by: **Rachael Jones**

Title at Organization **Executive Director**

Date **11/4/2020**

## Original Submission

10/08/2020

Name of Organization **Farm to School of Park County**

Questions? **If you have any questions, please contact us at 1-888-333-0461 or email reliefapps.covid@mt.gov \*\*\*\*\***

Is your organization a nonprofit registered with the Montana Secretary of State? **Yes**

Nonprofit EIN/Tax ID Number **843389625**

Date Nonprofit was established: **12/20/2019**

City/Town: **Livingston**

County: **Park**

Contact Name: **Rachael Jones**

What will the funds be used for? List your top three priorities for the use of Coronavirus Relief Funds indicating the associated dollar amounts with each priority.

**Innovative School Meal Support Services: Since March 17, 2020 we have worked closely with all Park County public schools to develop and perfect a strategic array of innovative and wildly impactful strategies for pandemic-triggered hunger relief efforts. The ultimate goal of these projects are to protect Park County school meal programs against failure due to staff burnout or illness. \$8,600 will be used to advance our school meal support services.**

**Sustaining core programs: For the past 12 years, we have been teaching Park County school children about why good food matters and how to source healthy ingredients in order to plan and prepare delicious, nutritious, well-balanced meals. We need new technologies and educational equipment and supplies in the amount of \$8,600.**

**Community outreach and fund raising: We are seeing an 80% decrease in volunteerism and are working diligently to expand our donor and stakeholder base. We request \$8,600 to help us reach our sustainability goal.**

---

CERTIFICATION STATEMENT

**I certify to the best of my knowledge and belief, the information in this application is true and correct. I understand that submitting false or misleading information in connection with this application will result in the applicant being found disqualified for financial assistance from the State of Montana. The applicant will comply with all applicable laws and regulations prohibiting discrimination on the basis of race, sex, religion, national origin, age, or handicap. The business will comply with all federal, state and community licenses, permits, laws, tribal laws and regulations. If awarded, I agree to provide a report on how funds were used if requested by the State of Montana. I waive all right to confidentiality for the contents of this application and any resulting grant award resulting from this application consistent with the Montana public information laws. I understand that any information provided to the State of Montana in this application or other correspondence becomes public information and I waive any right to confidentiality.**

---

By clicking on this checkbox, I agree to all the statements listed above in the "Certification Statement" section above.

**checked**

---

BEFORE YOU SUBMIT

**Please Note: The verification of receipt will only go to the email address associated with the person that registered for the Submittable account. Once you have completed your application, please click "Save" and "Submit".**

---



# 2022 CITY OF LIVINGSTON, MT

## ANNUAL SAFETY INSPECTION/BUSINESS LICENSE

The below named person(s) or firm is hereby granted a license to do business as stated below in the City of Livingston subject to provisions of the Business Licensing Code of City of Livingston, and subsequent amendments relating to business licenses for the period indicated.

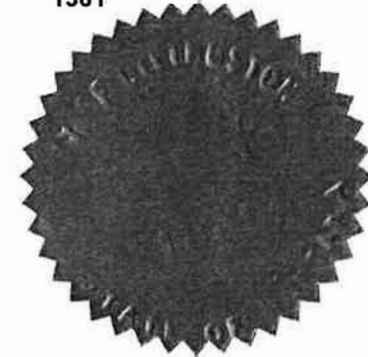
**Name:** FARM TO SCHOOL OF PARK COUNTY  
FARM TO SCHOOL OF PARK COUNTY  
215 E LEWIS  
LIVINGSTON MT 59047

**Type of Business:**  
NON-PROFIT

**License No.**  
1361

**Date Issued:** 08/30/2022

**Expiration Date:** 12/31/2022



**THIS LICENSE MUST BE POSTED  
IN A CONSPICUOUS PLACE**

*Emily Hutchinson*  
City Clerk

## FROM THE EXECUTIVE DIRECTOR

The creativity of Park County's food community has energized me during the pandemic. For the second half of the school year, we worked together to ensure our children and their families did not weather this crisis alone.

Farm to School of Park County brought a special facet to the coordinated efforts that delivered meals to hundreds of children while they were away from school. With a focus on promoting healthy food choices, we worked where we were needed in response to the shifting challenges presented by the coronavirus.

My biggest lesson of the past months is that school meals matter every day, whether school is in session or not. It is imperative that our school meal programs thrive, not just survive. Sound nutrition supports immune function, promotes health and prevents disease. And when more children eat school meals, more resources go back into our kitchens to improve their taste, nutritional quality and kid-appeal.

Please opt-in to school meals for EVERY child and help us continue to make healthy eating a part of EVERY day.



*R Jones*

Rachael Jones

## PROGRAM SUMMARIES

**501c3 Nonprofit:** As of July 1, 2020, we officially launched as an independent nonprofit organization. We are grateful to the Park County Community Foundation for their fiscal sponsorship over the past three years.

**School Meal Redesign:** In partnership with the Livingston Lunch Ladies, a comprehensive assessment and redesign of the K-12 school food experience is underway.

**County-wide Expansion:** Funded by a \$100K grant from the USDA, we are customizing our support of the school meal programs in Arrowhead, Gardiner and Shields Valley.

**Lincoln School Farm:** As a productive 1/8 acre growing space that doubles as our hub for Summer programming, students are able to explore connections between food, agriculture, science and their everyday lives.

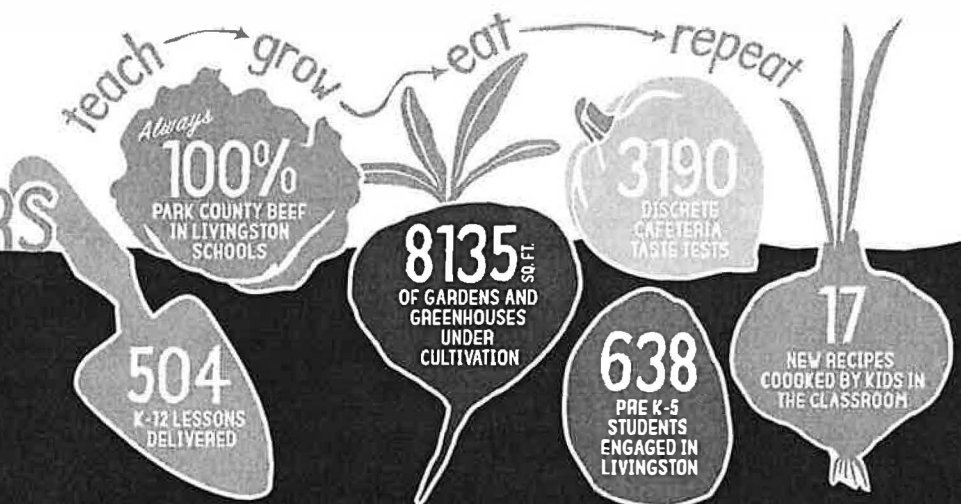
## 2019/20 BY THE NUMBERS

### VISION

Placing healthy, local and sustainable food on the plates and minds of all Park County school children and their families

### MISSION

To give Park County children a strong, healthy start at school and in life, we work within local schools to provide early exposure to nutritious foods and a blueprint for healthy eating that lasts a lifetime



## 2019/20 PROGRAM BUDGET

62% GOVERNMENT & FOUNDATION GRANTS  
38% INDIVIDUAL & BUSINESS CONTRIBUTIONS

In 19/20, diversified fundraising revenue created stability and kept us from being overly dependent on one source of funding. The near 60/40 ratio of grants to community-based contributions in FY19/20 depicts our goal to keep locals engaged with an eye towards outside funding opportunities. *Full financials available by request.*





## HOW WE ARE RESPONDING TO COVID-19

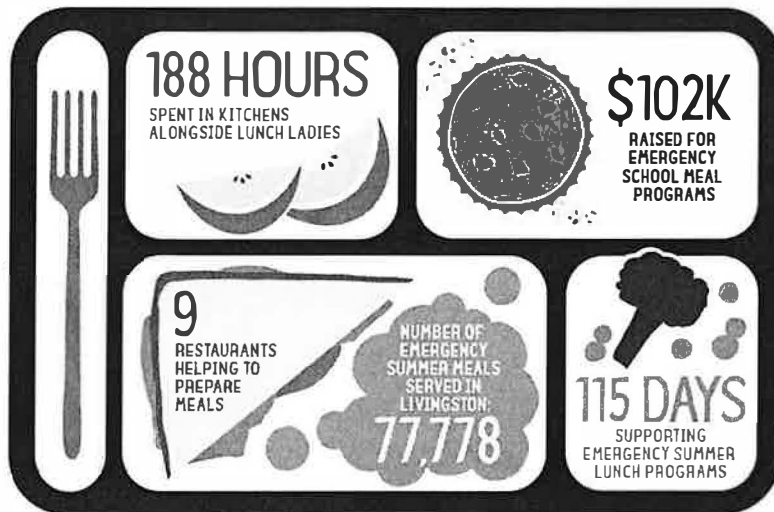
Furthering our mission: We quickly pivoted into webinar-based education; facilitated home learning opportunities for students; cultivated and incorporated more farm-fresh foods into school meals than ever before; and safely provided outdoor enrichment education all summer long while planning for what's sure to be a drastically different school year ahead.

Innovative programming: By partnering with 9 restaurants to help prepare meals, up to 500 Livingston children had seamless access to school meals throughout the summer.

Supporting Park County school meal programs: Between March 16 and June 30 we raised \$102,000 for our Healthy School Food Fund in support of countywide emergency food relief programs and school meal distribution procedures.



## COVID BY THE NUMBERS



We would like to acknowledge all of Park County's school food service teams for their dedication to the well-being of our children during an unprecedented time—one in which kids aren't going to school, but schools are showing up for kids. Thank you:

Leslie Ammerman, Michele Carter, Sheryl Corder, Anna Holloway, Julie Jones, Tami Keefer, Karen Little, Tina Mitchell, Glenda Roberts, Beth Smith, Julie Waldron and the many support staff and delivery drivers

Special thanks also goes to:

Fiesto En Jolisco, Gil's Goods, Los Pinos Mexican Restaurant, Matt's Old Fashioned Butcher Shop and Deli, Mountain Sky Guest Ranch, Mustang Foods, Pickle Barrel, Pizza Hut and the Rib & Chop House

*Photos courtesy of williamcampbell.photography*

“ I would have never guessed my child would love beet brownies! What an enriching program that allows students to access and appreciate local foods!” ~ Jason Karls, Parent



Keep your kids busy in the kitchen this year with our new cookbook, for only \$10!  
For more info, contact us at [hello@f2spc.org](mailto:hello@f2spc.org)

### BOARD OF DIRECTORS

Jenny Harbine, *Chair*  
Kelly Niles, *Secretary*  
Kent Cochran, *Treasurer*  
Gigi Aelbers Kellett  
Dr. Karen Cates, *Past Chair*  
Lauren Dalzell  
Dr. Barbara Moore Prager

### TEAM MEMBERS

Rachael Jones, *Executive Director*  
\*Michal DeChellis, *Program Consultant*  
\*Sophia Guciardo, *Educator*  
Aubrey Johnson, *FoodCorps Service Member*  
Megan Randall, *Gardener Educator*

\*No longer working with F2SPC

### MAJOR CONTRIBUTORS (\$5K and above):

AMB West Philanthropies  
Anonymous  
Anonymous  
Debbie Erdman  
Andrew and Victoria Field  
Susan Henshaw Jones  
The Kendeda Fund  
Morgridge Family Foundation  
No Kid Hungry  
Park County Community Foundation  
Protecting Paradise  
U.S. Department of Agriculture

This Annual Report is dedicated to the memory of our founding board member Duncan Hagemeyer.

215 East Lewis Street, Room 304 | PO Box 395 | Livingston, MT 59047 | e: [hello@f2spc.org](mailto:hello@f2spc.org) | [www.f2spc.org](http://www.f2spc.org)

HEALTHY, LOCAL AND SUSTAINABLE FOOD ON THE PLATES AND MINDS  
OF ALL PARK COUNTY SCHOOLCHILDREN AND THEIR FAMILIES



## FROM THE EXECUTIVE DIRECTOR

This past year, we've challenged ourselves to strengthen Farm to School's message to Park County's schoolchildren, and our motto has been "consistency." With every initiative, we ask ourselves, how can we improve consistency between our classroom lessons, the work in our growing spaces and the food served in our schools? We've made a lot of progress:

- We continued to adapt to the demands of virtual teaching and remote learning. Even when they couldn't be face-to-face with students, our classroom instructors delivered engaging lessons. Honing their video skills, they brought new levels of energy to the small screen. See our growing impact on page 2.
- When the students were learning from home, our staff resumed the prepping, planting, nurturing and harvesting in the growing spaces. Not only did we produce a (literal) ton of food for free school meals, but we knew it was important to maintain a sense of normal in an otherwise chaotic time. Students could pass their schools and see the gardens growing as usual.
- Our School Meal Redesign story (on page 3) highlights our engagement with Carole Sullivan, local restaurateur. She switched gears after selling Mustang Fresh Food and rolled up her sleeves in the school kitchens to advise Livingston's school kitchen professionals on sourcing, preparing and delivering healthy meals. We all learn something new when Carole is in the kitchen.
- Countywide our impact continued to grow as we identified and addressed inconsistencies in the local food system and beyond. This is an ongoing process, and we are making headway.

The pandemic has relentlessly thrown obstacles our way. As a result, our team is now smarter and more focused than ever. Moving forward, we plan to build on our resiliency and continue to take projects in the classrooms, kitchens and cafeterias to the next level.

Many thanks to the community for your steady support.

Rachael Jones

“ I want to be a farmer when I grow up!  
A school farmer!”  
—Kaitlynn Kinsinger

**VISION**  
Placing healthy, local and sustainable food on the plates and minds of all Park County school children and their families.

**MISSION**  
To give Park County children a strong, healthy start at school and in life, we work within local schools to provide early exposure to nutritious foods and a blueprint for healthy eating that lasts a lifetime.

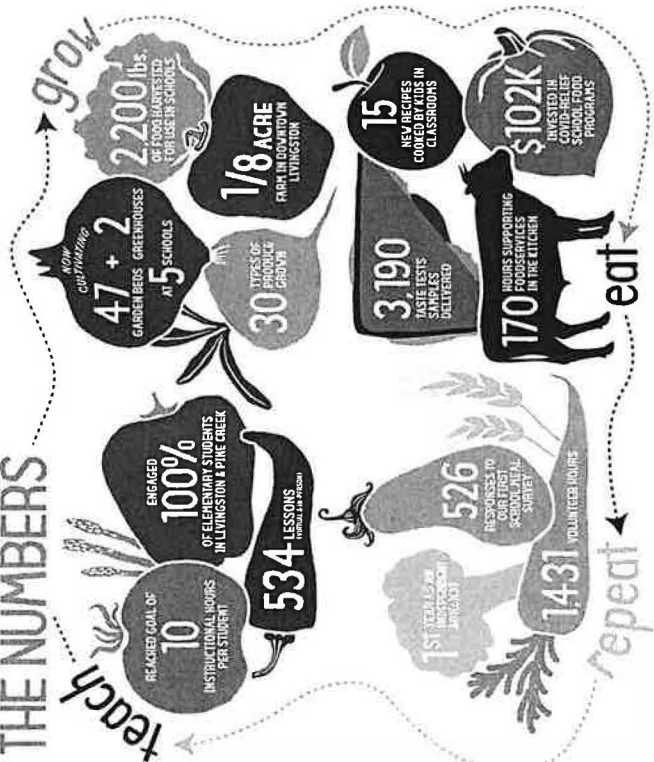
**OUR TEAM**  
*(pictured below, from left to right)*  
Carole Sullivan, School Kitchen Consultant  
Megan Randall, FoodCorps Service Member/Garden Educator  
Rachael Jones, Executive Director  
Remy Sexton, Summer Intern  
Aubrey Johnson, Program Manager  
Steve Kleinberg, Office Coordinator



William Campbell Photography

2020/2021

# BY THE NUMBERS



“ Farm to School provides an invaluable resource for all families with children in the Livingston schools. My son has embraced trying new foods, learning about gardening and the life cycle of plants. He loves to come home and share his experiments and all the creative ways you are teaching our kids. From the worm farm, to the compost bin, to learning about weeds, these skills will last with them throughout their lives.” ~Sarah, 4th grade

## GROWING WITH FARMER MEGAN

“ We want everyone to be successful at growing their own food, and we know how challenging it can be in our climate. That’s why we currently teach seven different cultivation techniques. It’s my privilege to share my farming expertise with students, families and future farmers of all ages.” ~Farmer Megan Randall

AQUAPONICS | GREENHOUSE  
HUGEKULTUR | HYDROPONICS | PERMACULTURE  
RAISED BEDS | ROW CROPS

# PROGRAM HIGHLIGHTS



## SCHOOL MEAL REDESIGN

Working with Clark Gracie Sullivan during the School Reunion Partnership to food fight through the pandemic was such a fun that we decided to keep the collaboration going! She spent weeks traveling, sample cooking at her restaurant, Complete (that’s her detailed knowledge of food history, operations and Carole now plays a vital role in our partnership with the Livingston Brill Ladies to improve school meal quality.

As always, AMB West Philadelphia believes in giving students a major voice in the process. In 2019, thank you, AMB West, for prioritizing the health of our community’s children and our food system.

## COUNTYWIDE EXPANSION

Through our Healthy Food Fund grants program, we dispersed \$20,000 directly to schools countywide. These funds support food and non-food supplies necessary for innovation and implementation of on-site and mobile emergency meal programs.

Look for our new colorful delivery van that shuttles school food around Livingston and improves food access between communities throughout Park County.



## LINCOLN SCHOOL FARM

In downtown Livingston, the Lincoln School Farm is our outdoor learning hub where we invite everyone to learn about opportunities to strengthen local and regional food systems.

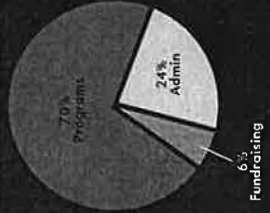
We proudly partner with LINKS for Learning at the Farm. In 2020/21, up to 100 LINKS students learned a broad range of skills—from soil management and season extension to marketing and business planning.



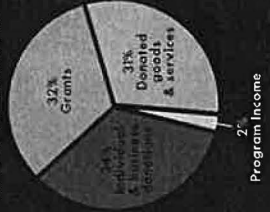
# BUDGET

As always, we are building a stronger Farm to School movement while maintaining balance between local and outside funding. The cost to run all of our programs during our 2020/2021 Fiscal Year was \$224,395. To meet the accelerating needs of our kids and community, the cost to run these same programs during the 2021/2022 Fiscal Year will be \$307,000. Thank you in advance for supporting our community in such a special way. For inquiries, contact us by request.

## EXPENSE BY CATEGORY



## INCOME BY CATEGORY



“ These recipes are the only thing that works to get me to eat my vegetables.” ~Zara, 5th grade

# ONGOING RESPONSE TO COVID-19

## Farm to School for All

We believe all children deserve the best possible food education and school meals, regardless of their socioeconomic status. When students couldn't come to cafeterias and classrooms, we created new ways to engage with them. Our Healthy School Food Fund was established to support school meal quality and foodservice professionals in the kitchens. You can also find our growing library of instructional cooking and gardening videos on YouTube, Instagram or Facebook, or, for parents in Livingston, through students' Seesaw classroom app.



## AmeriCorps National Civilian Community Corps (NCCC)

We teamed up with Park County Environmental Council to co-sponsor NCCC in an effort to reinvigorate volunteerism across a number of nonprofit project partners county-wide.

The NCCC group provided the help Park County needed to put projects back on track and support programs that had unexpectedly expanded as a result of the pandemic.




“ I learned how to cook with Farm to School in second grade and I have loved it ever since!”  
~Aidan, 3rd grade



## PAST BOARD MEMBERS

- Andrew Doolittle
- Duncan Hagemeyer
- Gigi Aelbers Kellet
- Pete Lannan
- Jacquie Poe
- Pat Vermillion
- Jessica Wilcox



215 E. Lewis St., Rm. 304 | PO Box 395 | Livingston, MT 59047 | [hello@f2spc.org](mailto:hello@f2spc.org) | [www.f2spc.org](http://www.f2spc.org)   

**HEALTHY, LOCAL AND SUSTAINABLE FOOD ON THE PLATES AND MINDS OF ALL PARK COUNTY SCHOOLCHILDREN AND THEIR FAMILIES**



PO Box 395 | Livingston, Montana 59047



**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

HRDC  
②

\$500,000

land trust

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

The ARPA Visioning Committee, appointed by the Livingston City Commission, has further limited those categories to the following:

1. Support public health response.
2. Address negative economic impacts or those disproportionately impacted.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

**Applications are due no later than September 15, 2022, 11:59pm. Please submit electronically to the following email address:**

**[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)**

**Incomplete or late applications will not be accepted.**

**City of Livingston ARPA Eligibility Determination**

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input type="radio"/>	Support public health response.
<input checked="" type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input type="radio"/>	COVID Prevention in Congregant Settings
<input type="radio"/>	PPE - Personal Protective Equipment
<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
<input type="radio"/>	Payroll Costs for Public Health Staff and Responders
<input type="radio"/>	Mental Health or Substance Use Services
<input type="radio"/>	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
<input type="radio"/>	Other Economic Support
<input type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
<input checked="" type="radio"/>	Housing Support: Affordable Housing
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<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

Is your organization a qualified 501c3 or 501c6?  Yes  No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - If yes, provide name and address along with letter of support and fiscal sponsorship.

## ORGANIZATION INFORMATION

### 1. Organization Name, Address, City, State and Zip

Human Resource Development Council, IX (HRDC)  
121 S 2nd St, Livingston, MT 59047

## PROJECT OVERVIEW

### 2. Budget and Amount of Request

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

Total requested: \$500,000  
Administrative costs, including staff time and legal fees: \$15,000  
Budget for land acquisition: \$485,000

### 3. Project Description

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

Land Banking for future Community Land Trust Housing

Project description on next page

### 4. Who Does This Project Directly Serve?

In the box below please description who this project serves and how it serves a community need directly and tangibly.

The deed restriction on the property will require the land to be developed only for the intended purpose of housing to meet the needs of moderate-income residents, between the Area Median Income ranges of 60-120%, typically between \$40,000 and \$80,000 a year. Based on local household sizes for homeowners, at least 45 people would be served in the first year with hundreds of families into the future with ripple effects of community economic stability and connection. Community housing that maintains affordability for the long term is critical community infrastructure that supports the households who own the home and the local economy and community as a whole.

## Project Description

This project would support land banking efforts for affordable homeownership in alignment with recommended actions #4 and #6 of the 2021 Park County Housing Action Plan adopted as a supplement to the City of Livingston Growth Policy in June 2022. The Housing Action Plan is the product of a robust community engagement and planning process that provides specific recommendations on how to achieve a shared community vision of increasing opportunities for Park County residents to access housing where they can afford to live and thrive.

Recommended tool #6, land banking for affordable housing, and #4, expanding the inventory of Community Land Trust (CLT) homes in Livingston, both support a long-term vision of opportunities for moderate-income households in the community to become homeowners. As defined in the plan, land banking is the practice of acquiring land for unspecified future community housing needs. Land can be donated, traded, or purchased. Community Land Trusts (CLTs) preserve affordable homeownership through the use of a ground lease. As a nonprofit steward of the land, the CLT will maintain ownership of the land beneath the home and sell the home for a reduced price to income-qualified homeowners. To maintain long-term affordability for future buyers, typically, an annual appreciation cap and owner occupancy requirements are part of the terms of the ground lease. CLTs provide an opportunity for residents to purchase below-market-rate homes to benefit from stable, affordable housing and equity building while preserving these opportunities in perpetuity.

This one-time investment with a long-term impact on the local economy and community resiliency would be used to acquire land within Livingston or the Extra-Territorial Jurisdiction (ETJ) to support the development of at least 20 homes. The purchase would be completed by June 30, 2024, and the placement of a deed restriction on the property to ensure the land will be developed for the intended purpose.

The intent of HRDC is to develop the land. However, the deed restriction guarantees and provides assurance that future development must match the intent of this grant. Using the land bank model to lock in the price of land in the short term will save money in the long term as prices of land and development are expected to increase. The goal of the final project will be a similar product to developments that HRDC has completed in the past, including the Willow Springs Townhomes in Bozeman and the MeadowView Condos in Big Sky.

HRDC is experienced in developing and managing CLT Homes since building Montana's first Community Land Trust in Bozeman in 1995 with 20 single-family homes and expanding to Livingston soon after with 14 townhomes in the Livingston Land Trust. Additionally, HRDC has led the development of 78 CLT townhomes, condos, and single-family homes through new construction and preserved four more through acquisition within the past five years. The current HRDC community development team has completed a total of over \$60 million dollars in housing and community development projects.

First-time homebuyers in the community have been disproportionately impacted by the secondary impacts of the COVID-19 pandemic. Households intending to purchase in early 2020, saving towards a down payment, will now need significantly larger down payments and monthly payments to purchase a home in today's market. According to data released by the Gallatin Association of Realtors, the median year-to-date sales price of a single-family home in Livingston City Limits increased 74% percent from \$296,000 in December 2019 to \$515,000 in June 2022. Condos and townhomes, which have a smaller inventory in Livingston, increased 65% in the same time period from \$200,000 to \$330,500.

Assuming a current interest rate of 6.5% and a down payment of 3%, a household of two at 100% of the Area Median income of \$60,000 a year could currently afford to purchase a \$230,000 home. This household would have a gap of \$100,500 to \$285,000 for a condo or single-family home at current market prices. Without opportunities for local households to become homeowners, young families, teachers, government employees, and others are leaving Livingston, weakening the local economy and sense of community.



## 5. Measureable Outcomes and Deliverables

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

The primary measurable outcome will be the number of acres preserved for community housing, and the estimated number of homes that can be accommodated on the site with long-term outcomes measured in the number of homes and households served by this investment in future generations.

## 6. ARPA Statement

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

As discussed in the 2021 Park County Housing Needs Assessment, preliminary impacts of the COVID-19 pandemic and national shift to allow more remote work have brought new residents to Park County and allowed formerly part-time residents to move to Park County full time. This increase in housing demand has squeezed long-time residents financially and increased overcrowding, negatively affecting individual and public health.

## 7. Implementation Plan

Please describe in the box below how you will implement the project in a timely manner.

HRDC community development staff will work to identify land available for purchase through traditional networks as well as outreach to partners of the Park County Housing Coalition and file a deed restriction by June 30, 2024. HRDC will assess possible properties based on an evaluation rubric created to compare development feasibility and advantages and disadvantages of a possible site, such as access to transportation and services. The timeline for construction is dependent on the time it takes to acquire the land. The goal of this grant is to purchase the land and file a deed restriction.

## 8. Reporting Requirements

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

Yes, HRDC has a successful track record of managing the reporting requirements of private, federal, state, and local grants since 1975 and follows Generally Accepted Accounting Principles.

## 9. Other Funding Sources

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they must be declared in full with documentation below.

There are no other existing funding sources specifically for this purpose at this time. If a parcel identified exceeds the cost budgeted, matching funds may be sought from private sources.

## APPROVAL AND AUTHORITY TO PROCEED

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do <u>NOT</u> recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.



# 2022 CITY OF LIVINGSTON, MT

## ANNUAL SAFETY INSPECTION/BUSINESS LICENSE

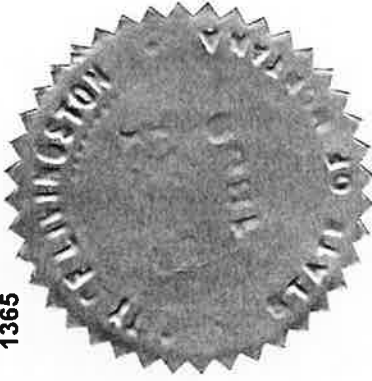
The below named person(s) or firm is hereby granted a license to do business as stated below in the City of Livingston subject to provisions of the Business Licensing Code of City of Livingston, and subsequent amendments relating to business licenses for the period indicated.

Name: LIVINGSTON DEPOT FOUNDATION, INC.

200 W PARK  
LIVINGSTON MT 59047

Type of Business:  
NON-PROFIT

License No.  
1365



Date Issued: 09/15/2022

Expiration Date: 12/31/2022

**THIS LICENSE MUST BE POSTED  
IN A CONSPICUOUS PLACE**

*Emily Hultlander*  
City Clerk

HRDC  
\$156,000 —

**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

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1. Support public health response.
2. Address negative economic impacts or those disproportionately impacted.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

**Applications are due no later than September 15, 2022, 11:59pm. Please submit electronically to the following email address:**

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**Incomplete or late applications will not be accepted.**

### City of Livingston ARPA Eligibility Determination

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

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**Is your organization a qualified 501c3 or 501c6?**

**Yes**

**No\***

- If no, do you have a fiscal sponsor that is a 501c3?
  - o If yes, provide name and address along with letter of support and fiscal sponsorship.

## ORGANIZATION INFORMATION

### 1. Organization Name, Address, City, State and Zip

Human Resource Development Council (HRDC) IX  
121 S. 2nd  
Livingston, MT 59047

## PROJECT OVERVIEW

### 2. Budget and Amount of Request

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

Please see attached budget.

### 3. Project Description

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

We seek funds to support the completion of the renovation HRDC Livingston emergency overnight shelter for individuals in the community who are experiencing homelessness. COVID has contributed to a 100% increase in demand for this service.

### 4. Who Does This Project Directly Serve?

In the box below please description who this project serves and how it serves a community need directly and tangibly.

We will serve up to 20 individuals per night, up from 10 before our expansion. COVID and related economic hardship have driven more people into homelessness; we have seen the facility at and close to capacity this year. We also seek funds to hire a housing counselor for the area, to assist these folks with finding permanent, stable housing, so we can move them out of the facility as quickly as possible.

## 5. Measureable Outcomes and Deliverables

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

The primary measurable outcome will be the number of individuals and families who utilize the overnight shelter facility (the facility operates from Nov. 1 - April 30). We will also track the number of those guests who we are able to place into longer-term and more stable housing via our housing counselor. We expect the number of emergency shelter guests to increase from 2021-2022; we hope for increases in stable housing.

## 6. ARPA Statement

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

The COVID-19 pandemic disrupted our lives in this region in every way. Workers lost jobs and paychecks, which led to increases in homelessness. In many cases, those situations have not rebounded. We know this because demand for emergency shelter has doubled, leading us to find new, larger space and invest in improvements.

## 7. Implementation Plan

Please describe in the box below how you will implement the project in a timely manner.

Some renovation has already occurred; the finishing touches will be completed in 2022.

## 8. Reporting Requirements

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

Yes, HRDC has a successful track record of managing the reporting requirements of private, federal, state, and local grants since 1975 and follows Generally Accepted Accounting Principles.

**9. Other Funding Sources**

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they must be declared in full with documentation below.

We currently raise funds through the Give a Hoot campaign (quite successful in 2022), through HUD federal grants and through more general HRDC, agency-wide fundraising.

**APPROVAL AND AUTHORITY TO PROCEED**

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do NOT recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.



CITY OF LIVINGSTON ARPA – BUCKET A  
SOLICITATION FOR REQUESTS FOR FUNDING

Narrative and Additional Information regarding the HRDC request for Emergency Shelter funds

1. Organization Name, Address, City, State and Zip

Human Resource Development Council (HRDC) IX  
121 S. 2nd  
Livingston, MT 59047

Contact: Dean Williamson  
Economic Development Director/Livingston Office Manager  
[dwilliamson@thehrdc.org](mailto:dwilliamson@thehrdc.org)  
406-585-4878

PROJECT OVERVIEW

2. Budget and Amount of Request

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

See attached

3. Project Description

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

We are seeking funds to support the completion of the renovation of the back half of the HRDC Livingston office, so that it may continue to function as an emergency shelter for individuals in the community who are experiencing homelessness. Our move into this space was a direct result of our trying to address critical needs for shelter. When we opened, we could serve 10 individuals per night; COVID-19 struck soon thereafter, and the health protocols limited our services to 6 individuals a night. There was simply no way to serve the Livingston and Park County needs at those levels. Demand was easily for twice that many beds.

Our move into our new space at 121 S. 2nd St. was completed in 2021, and that allowed us to serve 20 individuals, even during the COVID restrictions. Lingering fallout from COVID (described below) and continuing economic hardship have us forecasting a demand that may exceed even this capacity this winter, and so our receiving reimbursement for our investment

will allow us to finish the necessary renovations and to maintain a functioning shelter in Livingston.

The COVID-19 pandemic, of course, disrupted our lives in this region, in ways that impacted every aspect of all of our lives. Businesses closed and laid off workers throughout the area, and many have closed or have not rehired to their full capacities. Park County and Livingston residents lost their incomes, and many have not returned to pre-pandemic levels. These residents have been unable to pay rent; they have been unable to make mortgage payments; many have lost their housing. We saw a sharp rise in individuals and families in real crisis: they had no place to sleep. They had no safe place. No place to cook a meal or take a shower. Even now, as autumn approaches in 2022, many of these residents have not been able to manage their way out of the debts they incurred because of the loss of their incomes during the worst of the pandemic. Housing costs, meanwhile, have skyrocketed in unprecedented ways. Rents are now unaffordable, even when these residents did find full time work.

In short, the need for emergency shelter, which became a crisis during the pandemic, has evolved into an everyday catastrophe for those without housing in Livingston. COVID has exposed and made worse the conditions that we all fear most: the inability to care for ourselves and our loved ones.

As we enter our 3rd season, we are consciously trying to address the very immediate need for shelter. Our being able to recapture our initial renovation costs and to cover some additional costs will allow us to complete the project, and to continue to invest in this space (for maintenance, for repairs, for keeping furniture and equipment functioning) into the future. In other words, we seek to recoup these costs in order to keep the facility open and operating.

There is no other facility of this nature in Livingston, or even in Park County. We operate a similar shelter in Bozeman, year-round, and the demand there continues to grow, unabated. In what historically has been a season of decreased demand (summer, when the weather is milder and the dangers of sleeping outside relatively reduced), our facility has been near or at capacity. This portends a winter that we dread, where there will be significantly more demand for shelter than we can handle. We fear the same in Livingston, as the spring floods have compounded the impacts of COVID, and where residents who had not yet recovered from the upheaval of the pandemic continue to increase in number. We see mortgage payment forbearances ending; we see rent-forgiveness programs slowing. The federal relief we saw during the pandemic is slowing and will end. That does not mean an end to those experiencing homelessness. Rather, the opposite: we anticipate even more demand for emergency shelter as more of our residents are facing delayed impacts from the pandemic.

This project also includes funding for a full-time (1 FTE) position in Housing Navigation, an HRDC position designed to work with folks experiencing homelessness to find them stable housing, from which they can begin to build back their lives: finding employment, finding long term housing, finding self sufficiency. The demand for these services has increased exponentially, post-COVID, as all of the factors described above have also contributed to the

need for more support to find available housing and to move folks from emergency shelter into those situations, as they ultimately move to stability. These funds will cover salary and standard HRDC benefits for a year, after which HRDC will ensure ongoing funding for this position.

#### 4. Who Does This Project Directly Serve?

In the box below please describe who this project serves and how it serves a community need directly and tangibly.

This renovation project ultimately will serve a variety of Livingston and Park County residents, but others, as well. As for the former, from November 1 through April 30, we operate an overnight emergency shelter, which provides a comfortable, warm, and safe place for individuals and families to stay, when they find themselves experiencing episodes of homelessness. Historically, we see these are folks who can be chronically homeless or suffering from other ailments that prevent them from living in ordinary and stable housing situations (disabilities, chronic illness, mental health challenges, addictive challenges, and so on).

We first opened with the ability to serve 10 individuals per night, as stated above. The new location allows us to double that capacity, to 20 per night, and we have seen the facility at and close to capacity earlier this spring.

In the last few years, though, those who find themselves homeless and seek emergency housing increasingly are employed. Full time. Some have relocated to the area, pursuing high wages, only to find the cost and availability of housing is prohibitive. Some have lost jobs or have had their rented housing sold with little warning. Some surely still fit the historical descriptions, but we see more and more folks who traditionally would have been in stable housing and now find themselves in real emergency.

And in our emergency shelter in Bozeman, this summer, we have seen increased use of the facility; this is notable, as demand tends to drop during the warmer months, but it has remained steady. Based on this trend, we expect to see increased need for emergency shelter in Livingston, this winter.

This facility is also able to address emergent moments in the community. We housed victims of the Yellowstone River floods in the spring, providing some safety in the midst of that catastrophic event, and allowing some respite for folks as we worked with them to get them back on their feet.

We also occasionally house outside groups, seeking temporary sites from which they can base their work. A group called Just Hearts and Hands will arrive mid-September 2022 to assist with mold remediation (also from the Yellowstone flood) throughout the county, and will use the Warming Center space to sleep. Since we are not yet open for the winter, this is an easy supplemental free service we can provide in the name of community care.

In short, there are not many commonalities among those experiencing homelessness. Many have lost jobs. Many work full time. Some have mental health challenges. Many do not. Some are multi-generational Montanans. Some are passing through. Some are young. Some older. Many have children. Many have no family at all. This service is about providing a support for the situation that these folks find themselves in...no matter who they are or how they got to our doors, we will help them. And, with the support of these funds, we help the community, too.

	Phase I	Phase II
<b>PROGRAM COSTS TOTAL</b>	<b>\$62,500.00</b>	<b>\$94,000.00</b>
<b>RENOVATIONS</b>		
Flooring		\$10,000.00
Increased storage (including heated storage)		\$17,000.00
Installation of kitchenette		\$5,000.00
<b>EQUIPMENT</b>		
Washer/dryer		\$2,000.00
<b>SUPPORTIVE SERVES_DIVERSION_INCENTIVES</b>		\$0.00
Furniture (beds, desks, sitting area)	\$11,500.00	\$0.00
Renovation to space (HVAC, cleaning, lighting, security cameras/do	\$51,000.00	
<b>STAFFING</b>		
Housing Navigator		\$60,000.00
<b>FACILITY EXPENSES TOTAL</b>		
<b>TOTAL</b>		
		\$156,500.00

1 FTE, @ \$21/hr. with benefits

## Human Resource Development Council of District IX General Ledger Detail Report

Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance	Project ID
<b>UNR-0310-000-00</b>							
<b>Account: UNR-0310-000-00 (Leasehold Improvements)</b>							
07/01/2021			<i>Account Beginning Balance</i>			\$0.00	
03/31/2022	1049-1	Journal Entry	Capitalize Livingston Warming Center Leasehold Improve	\$50,952.38			WARM CTR-LIV
			<i>Period 9 subtotals</i>	\$50,952.38	\$0.00		
				\$50,952.38	\$0.00		
06/30/2022			<i>Account Net Change</i>			\$50,952.38	
06/30/2022			<i>Account Ending Balance</i>			\$50,952.38	
<b>UNR-6016-200-00</b>							
<b>Account: UNR-6016-200-00 (Furniture &amp; Fixtures-Pgm Operations)</b>							
07/01/2021			<i>Account Beginning Balance</i>			\$0.00	
09/17/2021	552-367	Accounts Payable	10 bunk beds w/20 pillows & mattresses-COMMERCIAL SUP	\$11,517.09			WARM CTR-LIV
			<i>Period 3 subtotals</i>	\$11,517.09	\$0.00		
				\$11,517.09	\$0.00		
06/30/2022			<i>Account Net Change</i>			\$11,517.09	
06/30/2022			<i>Account Ending Balance</i>			\$11,517.09	
07/01/2021					<i>Grand Total Beginning Balance</i>	\$0.00	
06/30/2022					<i>Grand Total Net Change</i>	\$62,469.47	
06/30/2022					<i>Grand Total Ending Balance</i>	\$62,469.47	

# Human Resource Development Council of District IX

## General Ledger Detail Report

Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance	Project ID
<b>UNR-5500-200-00</b>							
Account: UNR-5500-200-00 (Contract Services-Pgm Operations)							
07/01/2021						\$0.00	
Account Beginning Balance							
09/17/2021	552-27	Accounts Payable	Misc Labor 8/25-9/17 [130.25 hr @ \$25]-CHASE, JEFFERY-9-3-2021	\$3,256.25			WARM CTR-LIV
10/13/2021	665-1518	Accounts Payable	Install Door Alarms-BOZEMAN SAFE AND LOC-49453	\$296.55			WARM CTR-LIV
03/31/2022	872-2	Journal Entry	Reclass Livingston Warming Center Renovation Expenses to CIP		\$3,552.80		WARM CTR-LIV
				\$3,552.80	\$3,552.80		
06/30/2022						\$0.00	
Account Net Change							
06/30/2022						\$0.00	
Account Ending Balance							
<b>UNR-5500-CON-00</b>							
Account: UNR-5500-CON-00 (Contract Services-Construction)							
07/01/2021						\$0.00	
Account Beginning Balance							
08/16/2021	670-1371	Accounts Payable	FLOORING FOR REMODEL-LIVINGSTON FLOORING -2024	\$5,248.00			WARM CTR-LIV
08/19/2021	724-349	Accounts Payable	Joint Compound REMODEL-LIVINGSTON ACE HARDW-J11038	\$7.99			WARM CTR-LIV
09/01/2021	724-905	Accounts Payable	Joint Compound FOR REMODEL-LIVINGSTON ACE HARDW-J17908	\$7.99			WARM CTR-LIV
09/08/2021	665-544	Accounts Payable	INSTALL BATH FANS-GRAYBEAL'S ALL SERVI-98745	\$1,842.00			WARM CTR-LIV
09/13/2021	724-901	Accounts Payable	Paint FOR WC REMODEL-LIVINGSTON ACE HARDW-J24079	\$83.98			WARM CTR-LIV
09/17/2021	665-542	Accounts Payable	HVAC INSTALL: REPLACE HEATER & AIR SCRUBBER-GRAYBEAL'S ALL SERVI-98597	\$12,950.00			WARM CTR-LIV
09/28/2021	690-148	Accounts Payable	Add Lever to Alley Door-WC REMODEL-GUY'S GLASS INC.-15502-D	\$1,314.00			WARM CTR-LIV
09/28/2021	690-178	Accounts Payable	Panic door between Warming and Office-GUY'S GLASS INC.-15501-D	\$980.00			WARM CTR-LIV
10/11/2021	665-415	Accounts Payable	INV 43069 ELEC WK: BATHROOM EMER EXITS & DRYER-TECH ELECTRIC INC-43068, 43069, 43192	\$1,091.00			WARM CTR-LIV
10/11/2021	665-416	Accounts Payable	INV 43068 ELEC WK: EMER EXIT SIGNS-TECH ELECTRIC INC-43068, 43069, 43192	\$586.87			WARM CTR-LIV
10/11/2021	665-418	Accounts Payable	INV 43192 ELEC WK: BATH FAN-TECH ELECTRIC INC-43068, 43069, 43192	\$663.2			WARM CTR-LIV
10/27/2021	665-548	Accounts Payable	install 2 toilets & 2 sinks-RANGER PLUMBING INC.-103896	\$2,407.13			WARM CTR-LIV
11/04/2021	665-546	Accounts Payable	BAL ON BID #322: 2 WASHER HOOKUPS-RANGER PLUMBING INC.-103520	\$2,677.50			WARM CTR-LIV
12/15/2021	724-360	Accounts Payable	Smoke Alarm REMODEL-LIVINGSTON ACE HARDW-J68834	\$349.9			WARM CTR-LIV
02/08/2022	690-318	Accounts Payable	Install Door Alarm w/video intercom-BOZEMAN SAFE AND LOC-50252	\$4,992.32			WARM CTR-LIV
03/08/2022	746-94	Accounts Payable	Storage Heater-TECH ELECTRIC INC-43539	\$2,780.00			WARM CTR-LIV
03/31/2022	872-3	Journal Entry	Reclass Livingston Warming Center Renovation Expenses to CIP		\$37,070.09		WARM CTR-LIV
				\$37,070.09	\$37,070.09		
06/30/2022						\$0.00	
Account Net Change							
06/30/2022						\$0.00	
Account Ending Balance							
<b>UNR-6031-200-00</b>							
Account: UNR-6031-200-00 (Maintenance-Pgm Operations)							
07/01/2021						\$0.00	
Account Beginning Balance							
08/17/2021	479-2397	Accounts Payable	#103427 8/2 CAP LINES & REMOVE OLD PIPE-RANGER PLUMBING INC.-103427 103458 103520	\$508.58			WARM CTR-LIV
08/17/2021	479-2400	Accounts Payable	#103458 8/3 INSTALL WASHER VALVES & CAP ENDS-RANGER PLUMBING INC.-103427 103458 103520	\$269.60			WARM CTR-LIV
08/17/2021	479-2402	Accounts Payable	#103520 8/17 HALF DOWN ON BID #322-RANGER PLUMBING INC.-103427 103458 103520	\$2,677.50			WARM CTR-LIV
08/31/2021	479-2386	Accounts Payable	INSTALL: APPLIANCE CIRCUIT, GFCI OUTLETS, LIGHTS-TECH ELECTRIC INC-42925	\$3,534.00			WARM CTR-LIV
09/02/2021	479-2280	Accounts Payable	Insect control inspection-BOZEMAN TREE LAWN&LA-220871	\$375.00			WARM CTR-LIV
09/03/2021	479-2282	Accounts Payable	Dry wall work: Hang/Tape/Patch-CALENDRILO, STEVEN -188820 188817	\$800.00			WARM CTR-LIV
09/09/2021	479-2283	Accounts Payable	Peg board 4x8 FT-SIMKINS-HALLIN-4109930	\$78.08			WARM CTR-LIV
09/21/2021	665-1758	Accounts Payable	Foam Sealant-RIVERSIDE HARDWARE, -148034	\$5.69			WARM CTR-LIV
10/01/2021	665-1767	Accounts Payable	Dryer Cord-RIVERSIDE HARDWARE, -148950	\$19.99			WARM CTR-LIV
10/04/2021	580-1234	Accounts Payable	BAL ON BID #264 WC RENO + EXTRA ITEMS-RANGER PLUMBING INC.-103370	\$1,650.28			WARM CTR-LIV
10/05/2021	665-1754	Accounts Payable	Sander-LIVINGSTON ACE HARDW-J35241	\$3.99			WARM CTR-LIV
10/22/2021	665-1762	Accounts Payable	Paint Roller Head-RIVERSIDE HARDWARE, -150888	\$3.99			WARM CTR-LIV
10/25/2021	665-1735	Accounts Payable	Grab Bar-KENYON NOBLE LUMBER-8686911	\$38.94			WARM CTR-LIV
10/25/2021	665-1749	Accounts Payable	Grab Bars-LIVINGSTON ACE HARDW-X67331	\$102.97			WARM CTR-LIV
10/27/2021	665-1723	Accounts Payable	Screw Rivets-KENYON NOBLE LUMBER-8692574	\$4.02			WARM CTR-LIV
10/27/2021	665-1729	Accounts Payable	Screw Rivets-KENYON NOBLE LUMBER-8692683	\$4.02			WARM CTR-LIV
10/29/2021	665-2743	Accounts Payable	WAFER BOARD, RETURN & FIN CHG FOR LIV WARM CTR-SIMKINS-HALLIN-828809, 90863 CM	\$357.16			WARM CTR-LIV
11/02/2021	665-1743	Accounts Payable	Fasteners & Dryer Cord-LIVINGSTON ACE HARDW-J48802	\$42.65			WARM CTR-LIV
01/13/2022	671-375	Accounts Payable	Spray Paint-RIVERSIDE HARDWARE, -156785	\$4.99			WARM CTR-LIV
03/31/2022	872-4	Journal Entry	Reclass Livingston Warming Center Renovation Expenses to CIP		\$9,797.12		WARM CTR-LIV
				\$10,481.45	\$9,797.12		
06/30/2022						\$684.33	
Account Net Change							
06/30/2022						\$684.33	
Account Ending Balance							
<b>UNR-6050-CON-00</b>							
Account: UNR-6050-CON-00 (Supplies-Construction)							
07/01/2021						\$0.00	
Account Beginning Balance							
12/31/2021	670-313	Accounts Payable	MISC SUPPLY FOR LIV WC REMODEL 4/30-9/27-KENYON NOBLE LUMBER-VARIOUS-SEE LISTING	\$532.37			WARM CTR-LIV
03/31/2022	872-5	Journal Entry	Reclass Livingston Warming Center Renovation Expenses to CIP		\$532.37		WARM CTR-LIV
				\$532.37	\$532.37		
06/30/2022						\$0.00	
Account Net Change							
06/30/2022						\$0.00	
Account Ending Balance							
07/01/2021						\$0.00	
Grand Total Beginning Balance							
06/30/2022						\$684.33	
Grand Total Net Change							
06/30/2022						\$684.33	
Grand Total Ending Balance							



Department of the Treasury  
Internal Revenue Service

P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248567572  
Mar. 30, 2011 LTR 4168C E0  
81-0350886 000000 00

00015179  
BODC: TE

HUMAN RESOURCE DEVELOPMENT COUNCIL  
OF DISTRICT IX INC  
32 S TRACY AVE  
BOZEMAN MT 59715-4659



29803

Employer Identification Number: 81-0350886  
Person to Contact: MS. Mueller  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Mar. 21, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in July 1975.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website [www.irs.gov/eo](http://www.irs.gov/eo) for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.






# Livingston Warming Center Season 2021-2022



- ★ **619** shelter services were provided to **47** individuals during the 2021-2022 winter season
  
- ★ **13** guests identified as female
  
- ★ **42%** of guests reported to be living with a disabling condition
  
- ★ **1 in 3** guests met criteria for experiencing chronic homelessness
  
- ★ Cost to shelter a guest for the season **\$3,984**.
  
- ★ Costs to shelter a guest for the night **\$62**.
  
- ★ **5** guests stated they had served in the military
  
- ★ Guests stayed an average of **39 nights/person**
  
- ★ **25%** of guests reported to be black, indidgineous, or persons of color (BIPOC)
  
- ★ On most nights there are **8** individuals seeking shelter at the LWC.
  
- ★ The new Livingston Warming Center has a capacity for 20 guests seeking shelter
  - February 2022 saw an all time high in shelter usage
    - average of 12 guests/night spiking to **17** on 02/25/2022

When our neighbors need warmth, safety and sleep, we open the doors to the 100% community-funded shelter.



**CITY OF LIVINGSTON  
ARPA – BUCKET A  
SOLICITATION FOR REQUESTS FOR FUNDING  
August, 2022**

The City of Livingston has received a pool of funding from the American Rescue Plan Act (ARPA) for Local Recovery Funds. This funding is commonly referred to as “ARPA Bucket A”. The Livingston City Commission formed an ARPA Visioning Committee to help guide the process of distributing these limited one time funds to their highest and best use. That Committee was formed through Resolution 5027 (see link):

[ARPA Visioning Ad-Hoc Committee | Livingston, Montana \(livingstonmontana.org\)](#)

Through their collaborative work, the ARPA Visioning Committee, as appointed by the Livingston City Commission, has recommended that the eligible categories for funding be limited to the following:

1. Support public health response related to COVID-19.
2. Address negative economic impacts or those disproportionately impacted directly related to COVID19.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

These recommendations were accepted by the Livingston City Commission on 8/9/2022, along with the recommendation to open the Grant Solicitation process for those meeting the above criteria to request funding through a competitive process.

If your project or program meets eligibility criteria and you wish to apply for funding, please complete the form and send in all required attachments as directed in the form. *Incomplete applications will be returned.*

The application submission process will open on August 15, 2022.

The deadline to apply is September 15, 2022 at 11:59pm. *Late applications will not be accepted.*

Completed Applications should be submitted electronically via email to:

[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)

**Our Process**

All applications received will be reviewed to confirm eligibility, as they are received and no later than September 16, 2022. Applications which are confirmed to be eligible will be reviewed by the ARPA Visioning Committee for a recommendation to the Livingston City Commission on or before September 30, 2022. Final decisions for funding will be made by the Livingston City Commission in the regularly scheduled commission meeting on October 18, 2022.

**Key Dates**

Application Period Opens	August 15, 2022
Deadline to Apply for Funding	September 15, 2022
First Committee Review	September 22 and 29, 2022
Recommendations to the Livingston City Commission	September 30, 2022
Livingston City Commission Funding Decision	October 18, 2022

Late or incomplete applications will not be accepted.

All applications should be emailed to [citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org).

**Special Note: ARPA funds are federally regulated and “duplication” of funding is not permitted under any circumstance.**

**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

LINKS for  
Learning  
(Liv. Ed. Foundation)  
\$85,145 -

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

The ARPA Visioning Committee, appointed by the Livingston City Commission, has further limited those categories to the following:

1. Support public health response.
2. Address negative economic impacts or those disproportionately impacted.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

**Applications are due no later than September 15, 2022, 11:59pm. Please submit electronically to the following email address:**

**[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)**

**Incomplete or late applications will not be accepted.**

**City of Livingston ARPA Eligibility Determination**

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input type="radio"/>	Support public health response.
<input checked="" type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input type="radio"/>	COVID Prevention in Congregant Settings
<input type="radio"/>	PPE - Personal Protective Equipment
<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
<input type="radio"/>	Payroll Costs for Public Health Staff and Responders
<input type="radio"/>	Mental Health or Substance Use Services
<input type="radio"/>	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
<input type="radio"/>	Other Economic Support
<input checked="" type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
<input type="radio"/>	Housing Support: Affordable Housing
<input type="radio"/>	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

Is your organization a qualified 501c3 or 501c6?  Yes  No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - If yes, provide name and address along with letter of support and fiscal sponsorship.

## ORGANIZATION INFORMATION

### 1. Organization Name, Address, City, State and Zip

LINKS for Learning/Livingston School District  
315 North 8th Street  
Livingston, MT 59047

## PROJECT OVERVIEW

### 2. Budget and Amount of Request

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

\$85,000 to expand programming & offer working families negatively affected by COVID a safe, engaging place for their children during out of school time. Details attached.

### 3. Project Description

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

This project expands programming days & capacity, offering much needed affordable childcare options for school-age children whose parents work. If funded, it supports both our local economy and families negatively affected by COVID19 closures.

### 4. Who Does This Project Directly Serve?

In the box below please description who this project serves and how it serves a community need directly and tangibly.

Working parents and local businesses will benefit directly from this project by offering 1725 hours of additional child care free or at a drastically reduced cost. Children will benefit by having a safe, nurturing environment while participating in engaging enrichment activities, community and career exploration, connecting with caring adults and with their peers all while their parents are working.

## **5. Measureable Outcomes and Deliverables**

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

1725 hrs. of additional programming during out of school time. 95% of parents will report the ability to work a minimum of 10 additional days due to access to childcare resulting in over 24,000 hours of employment and \$450,000-\$600,000 of household income. 100% of parents will report the need for programming in order to work. The number of children on the wait list will decrease from 24 to no more than 4.

## **6. ARPA Statement**

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

COVID-19 has created a staffing shortage partially due to lack of childcare. Business are challenged to remain open and parents are struggling to work when their children are not in school. This project will address the negative impacts to our local economy by offering 1725 hrs. of additional programming to families who desperately need it.

## **7. Implementation Plan**

Please describe in the box below how you will implement the project in a timely manner.

Planning and hiring will begin immediately. Our first day of programming on a PIR day is:

## **8. Reporting Requirements**

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

We have an administration of 1 FTE and 2 PTE positions and have the capacity to report every 6 months including expenditures, progress and outcomes. The Director has several years experience reporting on Federal and State grants.

## 9. Other Funding Sources

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they must be declared in full with documentation below.

At this time we have no other funding sources. If this project is funded and we are able to offer an additional class to accommodate 20 children currently on the wait-list, we will look for an additional source to cover the remaining 40%. If partially funded, the project will be adjusted to best meet the needs of those served with a focus on summer programming which tends to present the greatest challenge to working parents.

## APPROVAL AND AUTHORITY TO PROCEED

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do NOT recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.



## Supporting Local Workforce Budget

PIR Days (6)			# of Hours	# of Children
	Staffing	\$7,700.00	60	300
	Benefits (20%)	\$1,540.00		
	Transportation (Bus Driver & Fuel)	\$1,500.00		
	Supplies	\$1,000.00		
<b>3 Gap weeks in the Summer</b>				
	Staffing	\$4,660.00	30	150
	Benefits (20%)	\$923.00		
	Outdoor Science Camp -\$4,800/week x 2 weeks	\$9,600.00	65	30
	Sports Camp - \$3,000/week x 2 weeks	\$6,000.00	60	50
	STEM Camp -\$3,500/week x 2 weeks	\$7,000.00	80	32
	Art Camp -\$3,500/week x 2 weeks	\$7,000.00	80	32
	Facilities - \$600/week for 3 weeks	\$1,800.00		
	Supplies	\$2,000.00		
<b>Additional Class to Eliminate Waitlist</b>	Staffing (2 teachers @60%) *Balance of 40% will come from another source.	\$20,352.00	1000	40
	Benefits (20% of wages)	\$4,070.00		
<b>Scholarships</b>	20 partial summer scholarships x \$500/each	\$10,000.00	350	20
	<b>TOTAL</b>	<b>\$85,145.00</b>	<b>1725</b>	<b>654</b>

\$49.28/hr. 157 households served



P.O. Box 14  
Livingston, MT 59047  
email: [info@lefmt.com](mailto:info@lefmt.com)  
[www.livingstoneducationfoundation.org](http://www.livingstoneducationfoundation.org)

September 15, 2022

ARPA Visioning Committee  
City of Livingston  
220 East Park Street  
Livingston, MT 59047

Dear Committee Members,

This letter serves to inform the ARPA Visioning Committee that the Livingston Education Foundation serves as a fiscal sponsor for the LINKS for Learning program in the Livingston, Montana school district.

We accept funding on their behalf and assist in submitting financial reports to granting institutions/foundations as necessary. We do not oversee the actual projects or day-to-day expenditures of funding received.

We are grateful and supportive of the work that the LINKS staff does for the little people in Livingston. This is a necessary organization that supports families in our community, providing after-school/ summer programming and opportunities for students, and a space where parents know their kids are safe and engaged.

Thank you for your consideration of their grant funding request. If you have any questions regarding our processes, please feel free to contact me at (406) 224-0536 or by email at [vickipetry@lefmt.com](mailto:vickipetry@lefmt.com).

Sincerely,

A handwritten signature in black ink that reads "Vicki Petry". The signature is fluid and cursive, with the first name "Vicki" and last name "Petry" clearly distinguishable.

Vicki Petry  
Executive Director

**Strong Schools Build Strong Communities**

*Our Mission*

Working with the community to support and enhance educational opportunities for students and teachers,  
in partnership with the Livingston Public Schools.

Livingston Bike Club

\$36,000 -

\*sponsored by  
PCEC

**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

The ARPA Visioning Committee, appointed by the Livingston City Commission, has further limited those categories to the following:

1. Support public health response.
2. Address negative economic impacts or those disproportionately impacted.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

**Applications are due no later than September 15, 2022, 11:59pm. Please submit electronically to the following email address:**

**[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)**

**Incomplete or late applications will not be accepted.**

**City of Livingston ARPA Eligibility Determination**

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input checked="" type="radio"/>	Support public health response.
<input type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input type="radio"/>	COVID Prevention in Congregant Settings
<input type="radio"/>	PPE - Personal Protective Equipment
<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
<input type="radio"/>	Payroll Costs for Public Health Staff and Responders
<input type="radio"/>	Mental Health or Substance Use Services
<input checked="" type="radio"/>	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
<input type="radio"/>	Other Economic Support
<input type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
<input type="radio"/>	Housing Support: Affordable Housing
<input type="radio"/>	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

Is your organization a qualified 501c3 or 501c6?

Yes

No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - If yes, provide name and address along with letter of support and fiscal sponsorship.

## ORGANIZATION INFORMATION

### 1. Organization Name, Address, City, State and Zip

Livingston Bike Club, 610 E Milkyway Drive, Livingston, MT 59047  
Our fiscal sponsor is Park County Environmental Council, as LBC is a 501(c)7  
Park County Environmental Council, 215 E Lewis St #306, Livingston, MT 59047

## PROJECT OVERVIEW

### 2. Budget and Amount of Request

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

Total amount requested: \$36,000; Total Project Budget: \$117, 994. \$36k builds four trails, provides a info board and picnic table. If not feasible, we aim to prioritize the multi-use ADA perimeter trail, which would be \$20,000. We are working with Park County to secure the parking lot materials and equipment. Therefore, we would like to prioritize trail development and some basic on-site amenities. (see attachment)

### 3. Project Description

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

Working with a professional trail builder, we have developed initial designs for a 6,336 foot non-motorized multi-use ADA perimeter trail "loop," two fun, low-consequence bike-specific pump/flow trails totaling 1,966 feet, and a 1,670 foot multi-use scenic viewpoint trail where users can look out at the Crazy Mountains with a wind/shade structure and picnic table. (see attachment for details)

### 4. Who Does This Project Directly Serve?

In the box below please description who this project serves and how it serves a community need directly and tangibly.

There is a wealth of evidence to show that more trails in a community lead to more active and healthy residents. This project serves every person in our community looking for more venues for fun exercise. A single track recreational trail system will serve all residents and visitors who are able to walk, run, cycle, push strollers or wheel in a wheelchair. Visible from the I-90, the trails may attract tourism too. The trails also create a maintained firebreak and will protect residents and highway users from potential grass fires.

## 5. Measureable Outcomes and Deliverables

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

1.5 miles of professionally built multi-use single-track ADA trail is installed by Fall of 2023  
8,006 feet of ADA trail is prioritized, that includes a loop and a viewpoint with picnic site  
1,966 feet of bicycle specific flow trails installed, the first of their kind in Livingston  
Provide Livingston's first recreational single-track trail network that's visible from I-90

## 6. ARPA Statement

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

During the height of COVID quarantine, we all witnessed and felt the need for access to safe outdoor public spaces. Trails are proven to improve the mental and physical health and overall well-being of people. Cycling is one of the best forms of exercise for low-impact cardiovascular health and builds confidence, agility, strength and balance skills. And no one needs to drive to Three Forks to enjoy trails in their backyard.

## 7. Implementation Plan

Please describe in the box below how you will implement the project in a timely manner.

See attachment. Livingston Bike Club has secured a professional trail builder to help im

## 8. Reporting Requirements

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

Yes, we can provide a program specific cost breakdown, and we have the ability to restrict the funding to only be used for the purposes of this grant.

## 9. Other Funding Sources

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they must be declared in full with documentation below.

No other funding has been received aside from crowd funding and in-kind donations.

## APPROVAL AND AUTHORITY TO PROCEED

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do <u>NOT</u> recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair:  
Signature:

**Required Attachments:** Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.



PARK COUNTY  
ENVIRONMENTAL  
— COUNCIL —

City of Livingston  
220 E. Park Street  
Livingston, MT  
59047

To Whom it May Concern,

The Park County Environmental Council supports local initiatives that foster community resiliency and connect Park County residents to the natural environment. Through the ATC, we are working to safely connect community members to essential services, to the outdoors and to one another in ways that don't depend on automobiles.

I write to express our support of Livingston Bike Club's application for ARPA Grant Funds through the city. If awarded, the funds provided would be used to create ADA multi-use trail infrastructure that is near our urban center. This consolidates recreational opportunities for residents and visitors that benefit our community's public health. These trails will get use by hospital staff, and their families, and some patients as well as trail runners, walkers, dog walkers, school kids and more.

This letter is to also inform you that as project supporters, we will be the fiscal sponsor for this project.

This project aligns with our organizational and program goals, and we support it wholeheartedly.

Thank you for your time and consideration, please feel free to contact me with any questions.

Sincerely

Program Director

Park County Environmental Council



## PROJECT OVERVIEW

### 2. Budget and Amount of Request

Total amount requested: \$36,000; to install four short trails, an info/bulletin board, and a picnic table. If the City does not think it's feasible, we would like to prioritize the multi-use ADA perimeter trail, which would be \$20,000. We are working with a LBC member landscaping contractor and Park County to get the parking lot materials and equipment donated. Therefore, we would like to prioritize trail development and some basic on-site amenities.

<b>Total amount requested</b>	<b>\$36,000</b>
<b>Total Project Budget</b>	<b>\$117, 994</b>
Trails	\$33,265*
Parking and Infrastructure	\$70,495*
In Kind volunteer work and equipment	\$14,234
Funding secured from Give-A-Hoot	\$1,200
Funding raised from AG Fair Bike Rodeo	\$500

\*Includes 15% contingency on total amount

#### Budget Breakdown

<b>Trails</b>	<b>\$33,265 *</b>
ADA Perimeter Trail 6,336 feet (\$2/ft)	\$12,672
Pump/Flow Trail x2 1,966 feet (\$4/ft)	\$7,864
Out and back multi-use scenic trail \$1,670 (\$2/ft)	\$3,340
Road Mix 2.75 Ton (\$7/yd)	\$1,925
Dirt + Trucking 25 Hours (\$125/hr)	\$3,125
<b>Parking Lot + Infrastructure</b>	<b>\$70,495*</b>
Road Mix	\$2,100
JackLeg Fence	\$5,500
Vault Toilet	\$35,000
Shade Structure x2	\$12,000
Sign/ Bulletin Board	\$2,000
Picnic Tables x 3	\$1,500

Machine Rental 1 week	\$3,200
<b>Inkind</b>	<b>\$14,234</b>
Trail Maintenance (10 people 4 days)	\$9,584
Picnic table and amenity upkeep	\$500
LBC tools \$300/day	\$2,400
Trailer for hauling dirt and gravel (\$125/day)	\$1,750

### 3. Project Description

COVID has shown us the importance of outdoor public spaces and access to low-impact, cost friendly recreational activities for our community’s health and wellbeing. With a renewed interest in more public access trails in and near town, trails are getting busier as we see more young families and active outdoor folks choosing to make our community home. This renewed interest in trails coincides with the City's new Trails and Active Transportation Plan, which this project compliments well.

In response, the Livingston Bike Club is working to identify, build and maintain low maintenance, multi-use trails for a broad range of users on nearby, easily accessible, unutilized public land in a series of trail development phases. Working with a professional trail builder, we have developed initial designs for a 6,336 foot non-motorized multi-use ADA perimeter trail “loop,” two fun, low-consequence bike-specific pump/flow trails totalling 1,966 feet, and a 1,670 foot multi-use scenic viewpoint trail where users can look out at the Crazy Mountains with a wind/shade structure and picnic table.

The close proximity of the proposed trail loop to Livingston means that residents and visitors will be able to directly access singletrack trails from town. By connecting to existing trails around Livingston Healthcare, the Myer’s River View Trail, and potentially over a pedestrian bridge from Mayor’s Landing, this project will serve as a natural extension of existing trails and as a stepping stone to adjacent public lands. As a bonus, the proposed trails add to public safety by creating a maintained fire break (see attached letter of support).

While trails can be built cheaper, if built well, the savings of time, labor and downstream costs associated with repair and maintenance are greatly reduced - a lesson learnt from Copper City trail builders.

The trail is proposed on land that has a shared ownership between the City of Livingston and Park County. This location was determined after three years of community engagement, site visits and input from professional trail builders and public land agencies on all available public lands that are near Livingston and

provide safe access from town without the use of a car. Further, this area is ideal for new trails due to the relative ease of implementation, good soil structure for durability and maintenance, and the support from local partners.

The City of Livingston also demonstrates support for the future development of this trail as it is presented in the City of Livingston's Trails and Active Transportation Plan (2022). Page 55 - Development of this trail is indicated on the master trail vision (See attachment A - Figure 1 Trails and Active Transportation Plan indicates trail development on this property). This support is also reflected in the MOU with Park County that will alleviate any liability and/or maintenance responsibilities for the City. This aligns with the recommendation in the CoL Trails and AT Plan, to avoid duplication of resources. We have therefore used the City of Livingston's Trails and Active Transportation Plan for further guidance of this plan (see Attachment A - Meyer's Bench Trail System alignment with CoL Trails and Active Transportation Plan).

LBC has a long history of raising funds, building and rerouting trails and maintaining USFS trails in the area. We are also active within city limits advocating for increased bike use, safer routes through town and helping to maintain Livingston City trails through the Adopt-A-Trail program. Our members are primarily mountain bikers who are known to be the most effective trail maintenance advocates of all trail user groups. LBC is committed to working with community partners to develop and maintain recreation trails in Park County. Of course, these efforts extend beyond this ARPA grant cycle. LBC hopes to build a long-term coalition of common-minded organizations, businesses, public entities and individuals who recognize the many health, wellness, economic, and environmental benefits that a well-built trail system so close to town would bring to our community. Although we're a club of bicyclers, our plan calls for an ADA trail, which demonstrates our commitment to increased trail accessibility for ALL city residents! There is a wealth of evidence to show that more trails in a community lead to more active and healthy residents, as outlined in the article links below.

[CDC- Parks, Trails, and Health](https://www.cdc.gov/healthyplaces/healthtopics/parks.htm)

<https://www.cdc.gov/healthyplaces/healthtopics/parks.htm>

[NIH - Use of a Community Trail Among New and Habitual Exercisers](https://www.ncbi.nlm.nih.gov/pmc/articles/PMC1277951/)

<https://www.ncbi.nlm.nih.gov/pmc/articles/PMC1277951/>

[Americantrails.org - Health Benefits of Trails](https://www.americantrails.org/health-benefits)

<https://www.americantrails.org/health-benefits>

Headwaters Economics - Measuring Trail Benefits to Public Health

<http://headwaterseconomics.org/wp-content/uploads/trails-library-public-health-overview.pdf>

Nrpa Parks & Rec Magazine: Health Benefits of Bike/Pedestrian Trails

<https://www.nrpa.org/parks-recreation-magazine/2016/december/the-health-benefits-of-a-bicycle-pedestrian-trail/>

#### **4. Who Does This Project Directly Serve?**

This project serves every person in our community looking for more venues for fun exercise. A single track recreational trail system will serve all residents and visitors who are able to walk, run, cycle, push strollers or wheel in a wheelchair.

Many families rely on local parks and trails for recreation and getting around town, and to provide opportunities for physical and mental health. Despite Livingston being surrounded by public lands and outdoor recreation, urban areas suffer from a trail connectivity deficit and many of our residents and visitors lack access to safe, continuous, accessible off-street options for walkers, runners, and bikers (City of Livingston's Growth Policy Update 2021; Park County Active Transportation Plan 2019; City of Livingston Trails and Active Transportation Plan 2022).

With a shortage of safe, fun, and accessible places for kids (especially those who are middle-school-aged) to enjoy spending time outdoors, kids and adults spend too much time on their screens, meaning less time spent outdoors. Sadly, 88% of kids aged 13-15 do not get the daily recommended amount of exercise in the United States today, and 40% of school-aged children don't even know how to ride a bike!

#### **5. Measurable Outcomes and Deliverables**

- Provide Livingston's first recreational single-track trail network that's visible from I-90
- 1.5 miles of professionally built multi-use single-track ADA trail is installed by Fall of 2023
- 8,006 feet of ADA trail is prioritized, that includes a loop and a viewpoint with picnic site
- 1,966 feet of bicycle specific flow trails installed, the first of their kind in Livingston
- A parking lot is graded and installed, and a hole dug for future vault toilet (making

- use of the machine rental)
- LBC builds on our maintenance capacity and partnerships, by promoting and growing our culture of trail stewardship, maintenance, and volunteerism.

## **6. ARPA Statement**

As a tourism based economy that relies heavily on the quality of our outdoor recreation amenities, the quality of our outdoor spaces directly determines our community's economic well-being. The quality of our outdoor spaces also constrains our opportunities for recreation and public health. COVID has impacted the resources we have for our public spaces, and hindered our ability to build user-specific trails.

Trails are proven to improve the mental and physical health and overall well-being of people. Cycling is one of the best forms of exercise for low-impact cardiovascular health and builds confidence, agility, strength and balance skills. Hence, one of Livewell49's strategic pillars is to maximize opportunities for mobility. During the height of COVID quarantine, we all witnessed and felt the need for access to safe outdoor public spaces, yet the pandemic has highlighted the fact that many community members are at a distinct disadvantage in accessing them.

The benefits to families of bike-friendly trails for all ages can be seen on a windy day at Copper City in Three Forks. Families often travel more than an hour's drive from Livingston to ride a flat singletrack dirt loop with their young kids. The parking lot is often packed, demonstrating the desire of area residents for such trails. Many of the trails in Livingston are quite short, are not specifically designed for biking and lack loops and connectivity to existing trails. A local trail system would save families time and travel costs.

We owe it to not only our youth but all of Livingston's residents to provide an ADA trail and bike-specific entry level trails to encourage adoption of this popular recreational activity and improve the overall mental and physical health of our community. The result is a safe, low cost and accessible outdoor recreational trail opportunity for our residents and visitors near Livingston.

## **7. Implementation Plan**

Livingston Bike Club has secured a professional trail builder to help implement and facilitate construction of the trail system this coming spring. The builder is open to helping keep costs low by utilizing in-kind volunteer labor from LBC and partners as well as donated equipment and materials. All construction will be overseen by

representatives from Park County and LBC as per the MOU.

TASK	DETAILS	TIMELINE
Project kick-off	Meet with partners and finalize trail network map and initial design	JULY
1	Construct ADA loop	MAY 2023
2	Construct 2 bike specific short trails	JUNE 2023
3	Construct final ADA multi-use out and back view trail	JUNE 2023
4	Construct and erect bulletin board	JULY 2023
5	Install picnic table(s)	July 2023
Continue to fundraise for parking lot	Through events, digital promotion and grant writing	AUGUST - JUNE 2023



“Dedicated to Serving with Integrity, Leadership, and Compassion.”

It is the Mission of Park County Rural Fire District #1 to protect life and prevent loss to property within the District. We will accomplish this Mission in an economical and professional manner, through high quality emergency response and progressive training and education, and will strive to create

September 13, 2022

To Whom It May Concern:

I would like to express my support for the proposed bicycle trails facility in the Meyers Bench area administered by Park County Montana and promoted by the Livingston Bike Club. The concept depicts a facility that would act as a partial fuel break for the ranch dwelling and outbuildings, county road and hospital below. Given the changing weather and climate characteristics the area is experiencing, this type of facility would be a positive addition to local fire protection strategy.

Additionally, the ADA compliant trail component proposed would facilitate fire fighter fitness and firefighter fitness testing. Heart attacks are a leading cause of firefighter deaths. This type of facility is perfect for promoting fitness training as it is separate from traffic, is designed for low impact activity, is free on a per use basis, and is readily available to both firefighters and the public.

This project has received the endorsement of Park County Rural Fire Chief, Dann Babcox and Park County Emergency Manager/County Fire Warden, Greg Coleman.

Sincerely,

Andrew Mitchell  
State of Montana County Fire Advisor  
Deputy Fire Warden, Park County  
Park County Rural District #1 Firefighter



INTEGRATED TRAIL LAB  
 P.O. BOX 24  
 BOZEMAN, MT 59771  
 integratedtrailab@gmail.com  
 integratedtrailab.com

**ESTIMATE**  
 Sept 15, 2022  
 V.3

 TO:	Livingston Bicycle Club Robin Barker, Sarah Stands livingstonbikeclub@gmail.com (406) 220-1668
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Trails and material include but are not limited to the following materials and costs listed below. Design changes and alterations will also effect this estimate. All work shall be completed in a workmanlike manner, in accordance with standard industry practices and manufacturers' instructions. Any deviation or alteration from the below specifications that involve extra costs will be completed only upon executing a written change order, and will require extra charges and time to complete, beyond this estimate.

<b>MYER'S BENCH RECREATION AREA</b>
AS LISTED BELOW

	ITEM DESCRIPTION	UNITS OF MEASURE	ESTIMATED QUANTITY	UNIT PRICE	LINE TOTAL
1	Parking Lot + Infrastructure (pg 2)				\$70,495.00
2	Trail System (pg 2)				\$33,265.00
				<b>SUBTOTAL</b>	\$103,760.00
				<b>10% DESIGN FEE</b>	NA
				<b>TOTAL</b>	\$103,760.00



**MYER'S BENCH PARKING LOT + INFRASTRUCTURE**

AS LISTED BELOW

	ITEM DESCRIPTION	UNITS OF MEASURE	ESTIMATED QUANTITY	UNIT PRICE	LINE TOTAL
1	Road Mix	Ton	300	\$7.00	\$2,100.00
2	Jack Leg Fence	Foot	550	\$10.00	\$5,500.00
3	Vault Toilet	Unit	1	\$35,000.00	\$35,000.00
4	Shade Structure	Unit	2	\$6,000.00	\$12,000.00
5	Sign / Bulletin Board	Unit	1	\$2,000.00	\$2,000.00
6	Picnic Tables	Unit	3	\$500.00	\$1,500.00
7	Machine Rental	Week	1	\$3,200.00	\$3,200.00
<b>SUBTOTAL</b>					<b>\$61,300.00</b>
				<b>15% CONTINGENCY</b>	<b>\$9,195.00</b>
<b>TOTAL</b>					<b>\$70,495.00</b>

**MYER'S BENCH TRAIL SYSTEM**

AS LISTED BELOW

	ITEM DESCRIPTION	UNITS OF MEASURE	ESTIMATED QUANTITY	UNIT PRICE	LINE TOTAL
1	Perimeter Trail (ADA)	Foot	6,336	\$2.00	\$12,672.00
2	Pump/Flow Trail (Two)	Foot	1,966	\$4.00	\$7,864.00
3	Out and Back	Foot	1,670	\$2.00	\$3,340.00
4	Road Mix	Ton	275	\$7.00	\$1,925.00
5	Dirt + Trucking	Hr	25	\$125.00	\$3,125.00
<b>SUBTOTAL</b>					<b>\$28,926.00</b>
				<b>15% CONTINGENCY</b>	<b>\$4,339.00</b>
<b>TOTAL</b>					<b>\$33,265.00</b>

## MYER'S BENCH MAP

AS LISTED BELOW



Green- I-90

Purple- Meyers Bench Rd

Red- Property Boundary

Black- Parking Lot

Turquoise Perimeter Trail (ADA)- Approx 6,336'

Grey- Out and Back Scenic Trail (ADA) - Approx 1,670'

Orange Flow Trails - Approx 1,966'



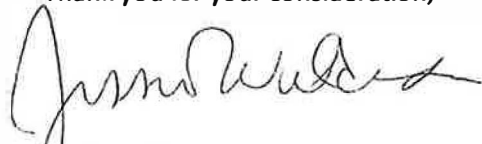
September 14, 2022

To ARPA Grants Steering Committee and Livingston City Commissioners:

On behalf of LiveWell49, I would like to communicate our support for the construction of a small trail network in the Meyer's Bench area, proposed by the Livingston Bike Club and administered by Park County. The construction of an ADA accessible walking trail and additional short bike loops encourages health and wellness, outdoor activity, and facilitates community connections for all age groups and demographics in Livingston and Park County. LiveWell49's mission is embracing a culture of health in Park County. Additional opportunity for physical activity and time spent outdoors will only benefit our communities physical and mental wellbeing and aligns closely with our efforts to build resilience in Park County.

This trail is in close proximity to Livingston Healthcare, Meyer's River Trail and proposed pedestrian bridge, and is adjacent to additional public land with a potential trail extension to Livingston Peak. The proposed Meyer's Bench Trail is an excellent use of public land that will be enjoyed by all, while enhancing health and wellness in our community.

Thank you for your consideration,



Jessica Wilcox  
LiveWell49 Facilitator



**IRS** Department of the Treasury  
Internal Revenue Service

P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248167147  
Aug. 09, 2016 LTR 4168C 0  
36-3699660 000000 00

00020591

BODC: TE

PARK COUNTY ENVIRONMENTAL COUNCIL  
% EXECUTIVE DIRECTOR  
PO BOX 164  
LIVINGSTON MT 59047



29615

Employer ID Number: 36-3699660  
Form 990 required: Yes

Dear Taxpayer:

This is in response to your request dated July 29, 2016, regarding your tax-exempt status.

We issued you a determination letter in June 1994, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

Our records also indicate you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If a return is required, you must file Form 990, 990-EZ, 990-N, or 990-PF by the 15th day of the fifth month after the end of your annual accounting period. IRC Section 6033(j) provides that, if you don't file a required annual information return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

For tax forms, instructions, and publications, visit [www.irs.gov](http://www.irs.gov) or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

0248167147

Aug. 09, 2016 LTR 4168C 0  
36-3699660 000000 00

00020592

PARK COUNTY ENVIRONMENTAL COUNCIL  
% EXECUTIVE DIRECTOR  
PO BOX 164  
LIVINGSTON MT 59047

Sincerely yours,

A handwritten signature in black ink, appearing to read "Kim A. Billups". The signature is fluid and cursive, with the first name "Kim" being more prominent and the last name "Billups" following in a similar style.

Kim A. Billups, Operations Manager  
Accounts Management Operations 1

PARK COUNTY  
COMMUNITY  
FOUNDATION

DATE: September 15, 2022  
TO: City Manager, City of Livingston  
FROM: Barb Oldershaw, Program Director, PCCF  
RE: PCEC Application for ARPA Funding

I am very happy to write this letter of support on behalf of the Park County Environmental Council's application to receive ARPA funds to assist with the costs of bringing another AmeriCorps team to Park County.

The Park County Community Foundation has experienced a significant benefit from working with the AmeriCorps team members during the last two GIVE A HOOT community giving challenge campaigns, and we hope to work with them again next year.

As you may already be aware, for an organization to participate in GIVE A HOOT, they need to create an online profile for the give-a-hoot.org website. Because many of our local organizations are led by volunteers who may have minimal comfort with using online technology, having the AmeriCorps team members available to assist with creating these online profiles has been a huge benefit. Particularly since the creation of online profiles happens within a fairly short time frame, it would be impossible for me to provide the extent of assistance that is sometimes required. The AmeriCorps team members who have been assigned to work with PCCF on this project have been consistently high-skilled in their use of technology, and unfailingly polite and patient when working one-on-one with the GIVE A HOOT participants to complete this online task. See below for a few photos from 2022.

Having the capacity to provide this additional support to our participating organizations helps make the entire GIVE A HOOT campaign more successful, which in turn provides our Park County nonprofits more program funding.

As an additional benefit of PCEC bringing this team to Park County is that we have the opportunity for increased collaboration with our local nonprofit partners, including the chance to learn more about spring and summer activity plans and how we might assist each other to implement our programming.

I recommend this application without hesitation and hope you will give it your full consideration.



Depot Foundation  
\$164,250 -

**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

The ARPA Visioning Committee, appointed by the Livingston City Commission, has further limited those categories to the following:

1. Support public health response.
2. Address negative economic impacts or those disproportionately impacted.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

**Applications are due no later than September 15, 2022, 11:59pm. Please submit electronically to the following email address:**

**[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)**

**Incomplete or late applications will not be accepted.**

### City of Livingston ARPA Eligibility Determination

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input type="radio"/>	Support public health response.
<input type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input checked="" type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input type="radio"/>	COVID Prevention in Congregant Settings
<input type="radio"/>	PPE - Personal Protective Equipment
<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
<input type="radio"/>	Payroll Costs for Public Health Staff and Responders
<input type="radio"/>	Mental Health or Substance Use Services
<input type="radio"/>	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
<input type="radio"/>	Other Economic Support
<input type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
<input type="radio"/>	Housing Support: Affordable Housing
<input type="radio"/>	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input checked="" type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

Is your organization a qualified 501c3 or 501c6?

Yes

No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - If yes, provide name and address along with letter of support and fiscal sponsorship.



## ORGANIZATION INFORMATION

### 1. Organization Name, Address, City, State and Zip

Livingston Depot Foundation, Inc.  
P.O Box 1319 / 200 West Park Street  
Livingston, MT 59047

## PROJECT OVERVIEW

### 2. Budget and Amount of Request

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

The attached budget includes costs for Professional Activities (\$16,500), Construction and Materials (\$70,200 to Increase Access, \$35,500 to Address Health & Safety Issues, and \$36,000 to Increase Efficiency), and Project Administration (\$6,050). Total Direct Project Costs are \$164,250 to improve the water and sewer infrastructure at the Livingston Depot Center.

### 3. Project Description

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

The Livingston Depot Center's water and sewer infrastructure is deteriorated, inefficient, and noncompliant. Spanning 5 city blocks, the Depot Center is the largest public space in downtown Livingston and is central to its unique and historic community character. Addressing the Depot's water aligns with multiple ARPA funding categories including the responsibility to support public health by improving access, complement municipal infrastructure, and address negative economic impacts of COVID 19 (the Depot museum alone suffered a 44% decrease in revenue in 2020, and 26% in 2021, due to reduced museum admittance and limits on gatherings).

### 4. Who Does This Project Directly Serve?

In the box below please description who this project serves and how it serves a community need directly and tangibly.

Since assuming the maintenance and preservation of the City-owned landmark in 1985, the Depot Foundation has served visitors and residents of the area as a community cultural center. The Depot strives to stimulate the local economy during every season through use of the historic Depot Center at the heart of downtown. Summer travelers use its central location to launch their visits to Yellowstone country and our walkable downtown (12,000 in 2019)—perusing shops, grabbing a bite, and deciding to spend the night. The Depot brings shoulder-season visitors to Livingston to attend nonprofit community events, professional conferences, and private parties (3,600 in 2019). These visitors stimulate the economy by hiring local caterers, bartenders, musicians, bakers, staying at a variety of hotels, and often taking extra time to experience other local attractions.

## 5. Measureable Outcomes and Deliverables

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

The immediate outcome of this project will be physical infrastructure at the City-owned Depot that is efficient, accessible, and compliant in order to improve the health and safety of visitors and community members. Addressing and updating the known issues within the Depot Center will improve access to clean drinking water and restroom facilities, improve wastewater and stormwater infrastructure systems with resilience to climate change, and complement identified municipal needs and growth objectives with tangible results. Improving infrastructure at the Depot Center will further multiple objectives to preserve and enhance Livingston's unique community character including its historic quality, art and cultural facilities, and downtown district.

## 6. ARPA Statement

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

The museum and heritage sector has suffered disproportionate impacts due to COVID-19 (NEH). In fact, the Depot suffered a 44% decrease in revenue in 2020 and a 26% decrease in 2021 due to reduced museum admittance and limits on public gatherings. This reduction in revenue has prevented the Depot from self-funding much needed improvements to our water and sewer infrastructure to meet applicable health-based standards. These are necessary repairs to the Depot—a nonprofit severely affected by the pandemic and so central to tourism, economic development, and Livingston's unique community character.

## 7. Implementation Plan

Please describe in the box below how you will implement the project in a timely manner.

While decades of caulking, soldering, and localized repairs to the Depot's outdated, inefficient, and noncompliant water and sewer infrastructure have been unable to adequately solve the problems, this has created a "shovel-ready" list of needs. The implementation plan will be designated in phases in order to achieve tangible deliverables in a timely manner and well before the federal deadline of the end of calendar year 2024.

## 8. Reporting Requirements

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

The Depot Foundation adheres to a financial policy that focuses on both internal and external controls that are achievable for a small nonprofit with limited staffing in order to safeguard the investments made by the community. The policy is designed to protect the nonprofit assets of the organization, ensure the maintenance of accurate records of the organization's financial activities, establish operating standards; and ensure compliance with legal and reporting requirements.

**9. Other Funding Sources**

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they must be declared in full with documentation below.

No other funds have been pursued to complete this project.

**APPROVAL AND AUTHORITY TO PROCEED**

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do <u>NOT</u> recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.

## Livingston Depot Center- Water and Sewer Infrastructure

### Project Budget

**Budget Narrative:** This budget was determined through consultation with Park Plumbing, and LTS Architecture at the expense of the Livingston Depot Foundation. Supporting materials are available upon request. All contractors consulted understand their participation does not constitute contract for work to be performed and project will be bid per City of Livingston guidance and regulation. The Depot welcomes input from the City of Livingston Water Department on the maintenance needs of adjacent piping and infrastructure.

Budget Line Item Description	Total Expense	Main Building	Beanery Building	Baggage Building
<b>Professional Activities</b>				
As-Built Drawings and Code Analysis	\$ 3,400	\$ 1,400	\$ 1,000	\$ 1,000
Schematic Design	\$ 4,000	\$ 1,500	\$ 2,000	\$ 500
Construction Document Preparation	\$ 5,500	\$ 2,000	\$ 1,500	\$ 2,000
Construction Administration	\$ 3,600	\$ 1,200	\$ 1,200	\$ 1,200
<b>Total Professional Activities</b>	<b>\$ 16,500</b>	<b>\$ 6,100</b>	<b>\$ 5,700</b>	<b>\$ 4,700</b>
<b>Construction &amp; Materials:</b>				
<b>Access</b>				
<p><i>The Livingston Depot continues to serve as a welcome center for visitors to downtown Livingston and the region. In fact, the Depot welcomed 12,000 visitors to its museum and educational programming in 2019 (with an additional 3,600 community and private event guests).</i></p> <p><i>According to the Centers for Disease Control, handwashing is one of the core components to slow the spread of COVID-19. By providing accessible restrooms to visitors before they explore our walkable downtown, visitors will have better opportunities to wash their hands before eating, after using the restroom, and before perusing local shops.</i></p>				
Install Accessible Fixtures in Public Bathrooms	\$ 15,200	\$ 8,800	\$ 6,400	
Increase Stall Sizes in Public Bathrooms	\$ 43,000	\$ 26,000	\$ 17,000	
Finishings for 5 Public Bathrooms	\$ 10,000	\$ 6,000	\$ 4,000	
Permitting	\$ 2,000	\$ 1,000	\$ 1,000	
<b>Total Cost to Increase Access</b>	<b>\$ 70,200</b>	<b>\$ 41,800</b>	<b>\$ 28,400</b>	<b>\$ -</b>
<b>Health &amp; Safety</b>				
<p><i>At the heart of the ARPA program is the improvement of deteriorated and unsafe infrastructure. The 1600-gallon sump tank in the sub-basement of the Baggage Building is an outdated and dangerous way to control ground water seepage from the Depot complex and adjacent tracks. The stagnant water is a potential breeding ground for dangerous black mold, and other biohazards, to spread to public spaces such as the model railroad exhibit and the retail store above. Without ARPA assistance the Depot Foundation would be unable to meet applicable health-based standards.</i></p> <p><i>Water and sewage pipes throughout the Depot Center complex have rattled loose due to the vibration of train traffic, or were installed before the implementation of key safety standards for securing pipes. Without proper support, these sagging pipes can break at the joints, burst open, or split.</i></p>				
Install pump to remove stagnant water in sub-basement and drain appropriately.	\$ 21,000			\$ 21,000
Permitting	\$ 1,000			\$ 1,000
Secure vent pipes per code to prevent sewer gases from entering public spaces.	\$ 5,000	\$ 4,000	\$ 1,000	
Secure supply and drainage pipes per code to prevent them from falling apart.	\$ 8,500	\$ 2,000	\$ 3,000	\$ 3,500
<b>Total Cost to Address Health &amp; Safety Issues</b>	<b>\$ 35,500</b>	<b>\$ 6,000</b>	<b>\$ 4,000</b>	<b>\$ 25,500</b>
<b>Efficiency</b>				
<p><i>Increasing efficiency is major a goal of the ARPA program and will further support a nonprofit severely affected by the pandemic. The Depot Foundation and its nonprofit supporters have invested nearly \$3 million in the restoration of the iconic railroad station since assuming the maintenance and preservation of the landmark from the City of Livingston in 1985.</i></p> <p><i>The Depot Foundation suffered a 44% decrease in revenue in 2020 and a 26% decrease in revenue in 2021 due to reduced museum admittance and limits on gatherings throughout the pandemic. This reduction in revenue has prevented the Depot from pursuing the final stage of a multi-year energy efficiency project which has included updates to heating, cooling, lighting, insulation, and windows. These much-needed capital improvements will not only address the deteriorated and inefficient water and sewer infrastructure, they will also address community-kitchen health and safety standards.</i></p>				
Install Efficient Fixtures in Community Kitchen	\$ 21,000	\$ 21,000		
Replace leaky valves and brittle copper piping	\$ 15,000	\$ 5,000	\$ 5,000	\$ 5,000
<b>Total Cost to Increase Efficiency</b>	<b>\$ 36,000</b>	<b>\$ 26,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b>Total Construction and Materials Cost</b>	<b>\$ 141,700</b>	<b>\$ 73,800</b>	<b>\$ 37,400</b>	<b>\$ 30,500</b>
<b>Project Administration</b>				
Project Management and Administration (140 hours @ \$25/hr+ 10% employer FICA and WC)	\$ 3,850			
Financial Management (80 hours @ \$25/hr+ 10% employer FICA and WC)	\$ 2,200			
<b>Total Project Administration</b>	<b>\$ 6,050</b>			
<b>Total Professional Activities</b>	<b>\$ 16,500</b>	<b>\$ 6,100</b>	<b>\$ 5,700</b>	<b>\$ 4,700</b>
<b>Total Construction and Materials</b>	<b>\$ 141,700</b>	<b>\$ 73,800</b>	<b>\$ 37,400</b>	<b>\$ 30,500</b>
<b>Total Project Administration</b>	<b>\$ 6,050</b>			
<b>Total Estimated Project Costs</b>	<b>\$ 164,250</b>	<b>\$ 79,900</b>	<b>\$ 43,100</b>	<b>\$ 35,200</b>

RECEIVED MAY 9 2001

Internal Revenue Service

Department of the Treasury

P. O. Box 2508  
Cincinnati, OH 45201

Date: May 2, 2001

Person to Contact:  
Jeremy L. Vogelpohl 31-03888  
Customer Service Representative

Livingston Depot Foundation, Inc.  
P.O. Box 1319  
Livingston, MT 59047-1319

Toll Free Telephone Number:  
8:00 a.m. to 9:30 p.m. EST  
877-829-5500

Fax Number:  
513-263-3756

Federal Identification Number:  
81-0432095

Dear Sir or Madam:

This letter is in response to your request for a copy of your organization's determination letter. This letter will take the place of the copy you requested.

Our records indicate that a determination letter issued in October 1985 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in section 509(a)(2).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Livingston Depot Foundation, Inc.  
81-0432095

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

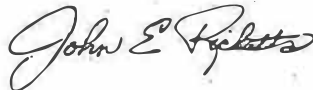
The law requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. If your organization had a copy of its application for recognition of exemption on July 15, 1987, it is also required to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

This letter affirms your organization's exempt status.

Sincerely,

A handwritten signature in cursive script that reads "John E. Ricketts".

John E. Ricketts, Director, TE/GE  
Customer Account Services

This has already been implanted and we will continue to provide our services as long as there is a need in our community.

LFRC

\$100,000

**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

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1. Support public health response.
2. Address negative economic impacts or those disproportionately impacted.
3. Water, sewer and broadband infrastructure.

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**Incomplete or late applications will not be accepted.**



### City of Livingston ARPA Eligibility Determination

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input checked="" type="radio"/>	Support public health response.
<input type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
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<input type="radio"/>	Clean Water: Stormwater

Is your organization a qualified 501c3 or 501c6?  Yes  No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - If yes, provide name and address along with letter of support and fiscal sponsorship.

## ORGANIZATION INFORMATION

### 1. Organization Name, Address, City, State and Zip

The Livingston Food Resource Center  
202 S 2nd St  
Livingston, MT 59047

## PROJECT OVERVIEW

### 2. Budget and Amount of Request

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

\$100,000

\*\*Budget comparison attached\*\*

### 3. Project Description

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

See attachment.

### 4. Who Does This Project Directly Serve?

In the box below please description who this project serves and how it serves a community need directly and tangibly.

This project directly serves anyone in our community facing food insecurities. This project also benefits our local economy, as more than 60% of the food we purchase is from local sources, supporting farmers, ranchers, and locally owned businesses.

**5. Measureable Outcomes and Deliverables**

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

We are very proud to say that since the pandemic started, we have yet to close a single day, and have in fact made our services available more regularly. However, this has all come at significant cost increase to our organization. With ARPA funding from the City of Livingston, we will be able to offset some of these increased costs and focus on our mission of fighting hunger and poverty in Park County, and continue to develop new and innovative programming that will benefit our entire community.

**6. ARPA Statement**

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

Our entire operation has been directly impacted by the Covid 19 pandemic. Increases in households needing support, inflation and supply chain issues, rising housing costs have all had an impact on our clients as well as our mission as an organization.

**7. Implementation Plan**

Please describe in the box below how you will implement the project in a timely manner.

See attachment.

**8. Reporting Requirements**

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

Yes.

## 9. Other Funding Sources

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they must be declared in full with documentation below.

We did receive ARPA funding from the City and County for an unrelated project, our Mental Health Counseling Program. The funds from this request will not be used for that program, and vice versa.

## APPROVAL AND AUTHORITY TO PROCEED

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do <u>NOT</u> recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAR 22 2008

THE LIVINGSTON FOOD PANTRY OF PARK  
COUNTY  
PO BOX 1646  
LIVINGSTON, MT 59047

Employer Identification Number:  
20-3550306  
DLN:  
17053364019005  
Contact Person:  
PAULA J MOLL-MALONE ID# 31262  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
August 24, 2005  
Contribution Deductibility:  
Yes  
Advance Ruling Ending Date:  
December 31, 2009

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.


Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

THE LIVINGSTON FOOD PANTRY OF PARK

Sincerely,

A handwritten signature in cursive script, appearing to read "Lois G. Lerner".

Lois G. Lerner  
Director, Exempt Organizations  
Rulings and Agreements

Enclosures: Information for Organizations Exempt Under Section 501(c)(3)  
Statute Extension

### **3. Project Description**

**In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.**

The Livingston Food Resource Center is requesting funding for General Operating costs related to the Covid-19 Pandemic, which has resulted in a significant increase in households in Park County counting on us for support with food insecurity. This increase has also impacted our programming, with significant cost increases across the board. This increased need has in turn resulted in a higher need for staff and volunteers in order to provide our services safely and efficiently. In the immediate aftermath of the first lockdown, we saw a 400% increase in clients. In order to fulfill this need, we had to step up our food purchasing. In 2020 alone, the LFRC procured 427,815 pounds of food, compared to 184,452 pounds the previous year. On top of increased demand, we have also been substantially affected by inflation and supply chain issues, resulting in even higher cost increases. Tied into this increased purchasing, was a first round of inflation due to supply chain issues caused by Covid-19 lockdowns. To broaden our reach, we also started a mobile pantry service for more rural communities such as Clyde Park, Wilsall, and Emigrant. Since that initial year, we saw the number of households using our services decrease some, but are again experiencing a higher demand this year than we ever have before, and are anticipating our total food procurement to reach nearly 440,000lbs. We expect this need to continue for the foreseeable future.

With an increase in demand at the food pantry, we have also seen a significant increase in clients utilizing our many programs. Our Pantry Supper Club Program, which provides homemade meals to seniors, cancer patients, and those who do not have traditional cooking equipment has increased by more than 20%. We are now making and distributing nearly 400 of these meals every week. Our Summer Lunch and Healthy Weekends Programs, both aimed at helping school aged children facing food insecurity, have increased similarly.

All of this has significantly increased the demand for helping hands within our organization. Our need for staff and volunteers continues to grow. Prior to the pandemic, most of our labor was accomplished by volunteers, the majority of whom were Seniors. Once the lockdowns hit, we instantly lost the majority of our volunteers. This led us to hire more staff. Like our food cost, our personnel cost has also increased by 400%.

We are very proud to say that since the pandemic started, we have yet to close a single day, and have in fact made our services available more regularly. However, this has all come at significant cost increase to our organization. With ARPA funding from the City of Livingston, we will be able to offset some of these increased costs and focus on our mission of fighting hunger and poverty in Park County, and continue to develop new and innovative programming that will benefit all members of our community.

### **7. Implementation Plan**

**Please describe in the box below how you will implement the project in a timely manner.**





**2022 (January-July)**

Food Purchased	\$159,294
Programming Cost	\$235,300
Staffing	\$292,455
<b>Total</b>	<b>\$687,049</b>

<b>Total Food Distributed</b>	<b>255,199 lbs</b>
-------------------------------	--------------------

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAR 22 2006

THE LIVINGSTON FOOD PANTRY OF PARK  
COUNTY  
PO BOX 1646  
LIVINGSTON, MT 59047

Employer Identification Number:  
20-3550306  
DLN:  
17053364019005  
Contact Person: PAULA J MOLL-MALONE ID# 31262  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
August 24, 2005  
Contribution Deductibility:  
Yes  
Advance Ruling Ending Date:  
December 31, 2009

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

THE LIVINGSTON FOOD PANTRY OF PARK

Sincerely,

A handwritten signature in cursive script, appearing to read "Lois G. Lerner".

Lois G. Lerner  
Director, Exempt Organizations  
Rulings and Agreements

Enclosures: Information for Organizations Exempt Under Section 501(c)(3)  
Statute Extension

PCCF

\$25,000 -

**CITY OF LIVINGSTON  
ARPA – BUCKET A  
SOLICITATION FOR REQUESTS FOR FUNDING  
August, 2022**

The City of Livingston has received a pool of funding from the American Rescue Plan Act (ARPA) for Local Recovery Funds. This funding is commonly referred to as “ARPA Bucket A”. The Livingston City Commission formed an ARPA Visioning Committee to help guide the process of distributing these limited one time funds to their highest and best use. That Committee was formed through Resolution 5027 (see link):

[ARPA Visioning Ad-Hoc Committee | Livingston, Montana \(livingstonmontana.org\)](#)

Through their collaborative work, the ARPA Visioning Committee, as appointed by the Livingston City Commission, has recommended that the eligible categories for funding be limited to the following:

1. Support public health response related to COVID-19.
2. Address negative economic impacts or those disproportionately impacted directly related to COVID19.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

These recommendations were accepted by the Livingston City Commission on 8/9/2022, along with the recommendation to open the Grant Solicitation process for those meeting the above criteria to request funding through a competitive process.

If your project or program meets eligibility criteria and you wish to apply for funding, please complete the form and send in all required attachments as directed in the form. *Incomplete applications will be returned.*

The application submission process will open on August 15, 2022.

The deadline to apply is September 15, 2022 at 11:59pm. *Late applications will not be accepted.*

Completed Applications should be submitted electronically via email to:

[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)

**Our Process**

All applications received will be reviewed to confirm eligibility, as they are received and no later than September 16, 2022. Applications which are confirmed to be eligible will be reviewed by the ARPA Visioning Committee for a recommendation to the Livingston City Commission on or before September 30, 2022. Final decisions for funding will be made by the Livingston City Commission in the regularly scheduled commission meeting on October 18, 2022.

**Key Dates**

Application Period Opens	August 15, 2022
Deadline to Apply for Funding	September 15, 2022
First Committee Review	September 22 and 29, 2022
Recommendations to the Livingston City Commission	September 30, 2022
Livingston City Commission Funding Decision	October 18, 2022

Late or incomplete applications will not be accepted.

All applications should be emailed to [citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org).

**Special Note: ARPA funds are federally regulated and "duplication" of funding is not permitted under any circumstance.**

## PROJECT OVERVIEW

Address negative economic impacts or those disproportionately impacted.

Category 2: Negative Economic Impacts – Aid to Non-Profit Organizations

### 1. Organization Name, Address, City, State and Zip

Park County Community Foundation - 501©3

PO Box 2199

Livingston, MT 59047

**2. Budget and Amount of Request** In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

2023 Matching Pool Goal: \$350,000

2023 Amount Secured: \$175,000

Amount Requested: \$25,000

All GIVE A HOOT administrative costs have been generously underwritten by the Dennis and Phyllis Washington Foundation and Willow Creek Ranch through 2028. As a result, 100% of this ARPA Grant will support participating GIVE A HOOT nonprofits.

**3. Project Description** In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

Heading into its 5<sup>th</sup> year, GIVE A HOOT is Park County's month-long community giving challenge that connects people with causes they care most about by inspiring them to contribute to local nonprofit organizations serving Livingston and Park County.

The primary catalyst to inspire county-wide giving, is a core group of people and organizations who provide funding for a partial matching pool to participating Livingston and Park County nonprofits in GIVE A HOOT. In 2022, a \$350,000 partial matching pool helped to inspire over \$1.725 million in community giving. A 5:1 return on charitable investment.

Throughout the COVID19 pandemic, Livingston nonprofits proved their resilience and compassion by feeding the hungry, providing shelter and assistance to those in need, advancing public health measures, educating the youth, and protecting seniors. Livingston's nonprofit community made it clear that the main limitation to their impact is a lack of resources, rather than commitment, passion to serve, or imagination.

PCCF respectfully asks the City of Livingston to obligate \$25,000 in ARPA funds for the 2023 GIVE A HOOT matching pool as an efficient way of distributing ARPA funds across a broad range of Livingston nonprofits.

**4. Who Does This Project Directly Serve?** In the box below please description who this project serves and how it serves a community need directly and tangibly.

PCCF believes that the GIVE A HOOT participation guidelines, listed below, are structured such that all participating organizations meet standards that are consistent with the prescribed US Dept. of Treasury's expenditure categories/subcategories.

GIVE A HOOT Participation Guidelines:

- Organizations are eligible to participate only if they are a verified 501 (c) 3 tax-exempt, non-religious charitable nonprofit (or fiscally sponsored by a qualified 501 (c) 3 tax-exempt charitable nonprofit), located in and serving Park County, MT or Mammoth, WY (The only Mammoth organization that participates is Little People's Learning Center).
- All funds must be used to benefit Park County, MT or Mammoth, WY. Programs must take place in Park County, MT or Mammoth, WY.
- Funds may not be used for political activity or lobbying.
- Funds may not be applied to an endowment.
- Funds may not be subsequently granted to another participating organization.

PCCF requires registration and conducts a thorough screening for all participating GIVE A HOOT to ensure eligibility. All GIVE A HOOT funds are used for general operating support. This gives complete clarity and ease of reporting for end-of-use for all partial matching funds within GIVE A HOOT.

Since 2019, GIVE A HOOT has generated over \$5.7 million in community giving from 11,659 donations in support of 90 different local nonprofits. Of those 90 participating nonprofits, 72 are Livingston based organizations. The benefit of this infusion of funds to Livingston nonprofits is innumerable as it allows them to continue their critical missions within the community.

**5. Measurable Outcomes and Deliverables** The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measurable outcomes and deliverables will measure the successful use of this funding.

The GIVE A HOOT partial matching pool is essential to the success of the campaign by helping to inspire a deeper culture of community philanthropy in Livingston and Park County at all giving levels and helps infuse new dollars and donors into these nonprofits.

An ARPA Grant to the partial matching pool will reinforce that culture of philanthropy. For every matching pool dollar donated in 2022, nearly \$5 was donated by the community. This ensures an incredible return on its charitable investment.

PCCF achieved another highwater mark of county-wide giving by raising \$1.725 million during the 2022 GIVE A HOOT campaign and was able to offer a partial match of almost 0.52¢ on the dollar to participating organizations.

A \$25,000 grant to support the 2023 GIVE A HOOT matching pool as an efficient way of distributing funds across a broad range of Livingston and Park County nonprofits and inspiring a culture of giving.

Attached, for your reference, is a detailed breakdown of the 2022 GIVE A HOOT Matching Pool allocations by organization.

**6. ARPA Statement** Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

With the global introduction of COVID-19, a few weeks in March 2020 proved how quickly the entire world can change. Due to PCCF's mission to connect people with the most pressing issues, PCCF had a front-row seat as people sprang into action in support of their neighbors. Side-by-side with local governments and businesses, Livingston and Park County nonprofits rose to the occasion to serve Park County's varied communities.

The health and economic impacts of the COVID-19 pandemic have amplified Park County's most pressing issues. The severity, and length, of this crisis has put an increased strain on Livingston and Park County's nonprofit infrastructure. As tends to be the case, nonprofits have been asked to do more with less.

According to the 2021 MT Nonprofit Association Economic Impact Report, Park County's nonprofit sector helped generate \$170 million in income in 2018/19. The COVID-19 pandemic has accelerated a shifting economy in Park County. As more nonprofit professionals leave the sector in search of higher-paying jobs and more affordable places to live, additional financial capacity is needed now more than ever to keep Livingston and Park County's nonprofits robust. As quoted by the MT Nonprofit Association, "nonprofits drive the economy, keep government lean, bring efficiencies and resources to communities, and are essential to Montana's vitality and prosperity."

An obligation of \$25,000 in ARPA funds from the City of Livingston to support the GIVE A HOOT matching pool will equitably support Livingston and Park County nonprofits and support them in continuing to rise to the occasion in service of all Park County residents.

**7. Implementation Plan** Please describe in the box below how you will implement the project in a timely manner.

The GIVE A HOOT matching grant structure was developed to provide partial matching grants that equitably support all participating GIVE A HOOT nonprofit organizations. Based on the total amount of gifts donated by the public to each nonprofit, each dollar will be partially matched through the matching pool. Participating organizations will be eligible to receive a maximum matching grant of \$10,000 based on the amount of donations they receive from the public during the campaign.

Attached is a detailed breakdown of the 2022 GIVE A HOOT Matching Pool allocations by organization.

If desired, the City of Livingston's participation in this popular community giving challenge can be acknowledged in all GIVE A HOOT marketing materials, print and online.



**8. Reporting Requirements** The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

Funds from the Matching Pool are disbursed once a year at the end for the GIVE A HOOT campaign in early September. In September 2023, we will be able to provide full reporting on how the funds were spread amongst the organizations participating in GIVE A HOOT 2023.

Attached is a detailed breakdown of the 2022 GIVE A HOOT Matching Pool allocations by organization for your reference.

**9. Other Funding Sources** The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they much be declared in full with documentation below.

For the 2022 GIVE A HOOT campaign we received Federal ARPA funding for the partial matching pool but no Federal funding has been committed for the 2023 campaign.

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JAN 10 2007

PARK COUNTY COMMUNITY FOUNDATION  
C/O JOHN PAYNE  
PO BOX 2199  
LIVINGSTON, MT 59047-2199

Employer Identification Number:  
20-5581763  
DLN:  
17053325053026  
Contact Person:  
RONALD D BELL ID# 31185  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
August 18, 2006  
Contribution Deductibility:  
Yes  
Advance Ruling Ending Date:  
December 31, 2010

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

# GIVE A HOOT

## Park County Community Foundation's Community Giving Challenge

### 2022 Campaign Totals

Organization	Donations from the Community	Funds from the partial Matching Pool	Total raised in the 2022 Campaign
American Legion Park Post 23	\$ 3,942.01	\$ 2,045.92	\$ 5,987.93
ASPEN (Abuse Support & Prevention Education Network)	\$ 40,347.03	\$ 10,000.00	\$ 50,347.03
Bear Creek Council	\$ 3,320.00	\$ 1,723.09	\$ 5,043.09
Big Brothers Big Sisters of Big Sky Country	\$ 9,035.02	\$ 4,689.20	\$ 13,724.22
Blue Slipper Theatre	\$ 2,035.01	\$ 1,056.18	\$ 3,091.19
Cameras for Conservation Collective	\$ 50.00	\$ 25.95	\$ 75.95
CASA Of Park And Sweet Grass Counties	\$ 16,632.01	\$ 8,632.06	\$ 25,264.07
Colter Pass, Cooke City, Silver Gate Community Council	\$ 915.00	\$ 474.89	\$ 1,389.88
Community Health Partners	\$ 34,610.00	\$ 10,000.00	\$ 44,610.00
Community School Collaborative	\$ 46,015.00	\$ 10,000.00	\$ 56,015.00
Counterpoint, Inc.	\$ 65,055.01	\$ 10,000.00	\$ 75,055.01
Danforth Museum of Art	\$ 7,612.01	\$ 3,950.66	\$ 11,562.67
Dolly Parton's Imagination Library - Park County	\$ 1,330.02	\$ 690.28	\$ 2,020.30
Electric Peak Arts Council	\$ 5,370.01	\$ 2,787.05	\$ 8,157.06
Elk River Arts & Lectures	\$ 26,290.04	\$ 10,000.00	\$ 36,290.04
Entre Nous Scout House	\$ 1,092.00	\$ 566.75	\$ 1,658.76
Farm to School of Park County	\$ 97,472.01	\$ 10,000.00	\$ 107,472.01
Friends of LINKS For Learning	\$ 21,300.02	\$ 10,000.00	\$ 31,300.02
Friends of Park County	\$ 67,610.00	\$ 10,000.00	\$ 77,610.00
Friends of the Livingston-Park County Library	\$ 14,930.02	\$ 7,748.73	\$ 22,678.74
Friends of the Yellowstone Gateway Museum of Park County	\$ 13,342.00	\$ 6,924.54	\$ 20,266.54
Gardiner Food Pantry	\$ 13,613.94	\$ 7,065.68	\$ 20,679.61
Gardiner Mammoth FM Association	\$ 1,557.00	\$ 808.09	\$ 2,365.09
Gardiner Snoopy Cooperative Preschool	\$ 4,446.01	\$ 2,307.49	\$ 6,753.50
Gateway Hose Company, Gardiner Fire & Ambulance	\$ 11,850.00	\$ 6,150.19	\$ 18,000.19
Greater Gardiner Community Council	\$ 9,274.03	\$ 4,813.25	\$ 14,087.29
HRDC Livingston	\$ 18,470.02	\$ 9,586.00	\$ 28,056.02
Invasive Species Action Network	\$ 1,025.00	\$ 531.98	\$ 1,556.99
K9 Care Montana, Inc.	\$ 9,600.68	\$ 4,982.79	\$ 14,583.47
Lean On Me Foundation (Summerfest)	\$ 1,126.00	\$ 584.40	\$ 1,710.40
Lincoln School Foundation	\$ 575.01	\$ 298.43	\$ 873.44
Little People's Learning Center	\$ 5,585.00	\$ 2,898.63	\$ 8,483.63
LiveWell49	\$ 5,090.01	\$ 2,641.73	\$ 7,731.74
Livingston Bicycle Club	\$ 825.02	\$ 428.19	\$ 1,253.21

# GIVE A HOOT

## Park County Community Foundation's Community Giving Challenge

### 2022 Campaign Totals

Organization	Donations from the Community	Funds from the partial Matching Pool	Total raised in the 2022 Campaign
Livingston Center for Art and Culture	\$ 16,400.00	\$ 8,511.65	\$ 24,911.65
Livingston Depot Foundation	\$ 10,982.00	\$ 5,699.69	\$ 16,681.69
Livingston Education Foundation	\$ 5,250.01	\$ 2,724.77	\$ 7,974.78
Livingston Food Resource Center	\$ 56,930.91	\$ 10,000.00	\$ 66,930.91
Livingston Ice Skating Association	\$ 2,493.99	\$ 1,294.39	\$ 3,788.38
Livingston Meals on Wheels	\$ 3,655.00	\$ 1,896.96	\$ 5,551.96
Livingston Rotary Club Foundation	\$ 1,050.00	\$ 544.95	\$ 1,594.95
Livingston Youth Soccer Association	\$ 14,157.00	\$ 7,347.53	\$ 21,504.53
Loaves & Fishes	\$ 10,897.00	\$ 5,655.58	\$ 16,552.58
Montana Freshwater Partners	\$ 3,710.03	\$ 1,925.52	\$ 5,635.55
Montessori Island School	\$ 426.00	\$ 221.10	\$ 647.10
Native Americans Against Drugs & Alcohol (NAADA)	\$ 1,088.00	\$ 564.68	\$ 1,652.68
North Yellowstone Education Foundation	\$ 120,807.03	\$ 10,000.00	\$ 130,807.03
Paradise Permaculture Institute	\$ 4,165.01	\$ 2,161.65	\$ 6,326.66
Park County Cancer Alliance	\$ 4,383.02	\$ 2,274.80	\$ 6,657.82
Park County Community Foundation	\$ 95,066.01	\$ 10,000.00	\$ 105,066.01
Park County Drop-In Center	\$ 1,480.00	\$ 768.12	\$ 2,248.12
Park County Early Childhood Coalition	\$ 3,172.00	\$ 1,646.28	\$ 4,818.29
Park County Environmental Council	\$ 86,588.05	\$ 10,000.00	\$ 96,588.05
Park County Rural Fire Department District #1	\$ 3,920.01	\$ 2,034.50	\$ 5,954.51
Park County Senior Citizens Corporation	\$ 5,655.00	\$ 2,934.96	\$ 8,589.97
Park Local Development Corporation	\$ 200.00	\$ 103.80	\$ 303.80
Project49	\$ 15,302.22	\$ 7,941.90	\$ 23,244.12
Rural Behavioral Health Institute	\$ 3,300.00	\$ 1,712.71	\$ 5,012.71
Shane Lalani Center for the Arts	\$ 68,500.01	\$ 10,000.00	\$ 78,500.01
Shields Valley Farmers Market	\$ 1,750.00	\$ 908.26	\$ 2,658.26
Sister City Livingston International Exchange Program	\$ 1,117.01	\$ 579.73	\$ 1,696.75
Spay Neuter Project	\$ 10,581.01	\$ 5,491.58	\$ 16,072.59
Stafford Animal Shelter	\$ 59,790.60	\$ 10,000.00	\$ 69,790.60
Sunnyside Farms, Inc.	\$ 53,645.00	\$ 10,000.00	\$ 63,645.00
The Sacred Walk Initiative	\$ 65.00	\$ 33.74	\$ 98.74
United In Light, Inc.	\$ 14,354.73	\$ 7,450.15	\$ 21,804.88
Upper Yellowstone RiverNET	\$ 13,985.00	\$ 7,258.26	\$ 21,243.27
Upper Yellowstone Watershed Group	\$ 3,295.01	\$ 1,710.12	\$ 5,005.14
Western Sustainability Exchange	\$ 46,439.51	\$ 10,000.00	\$ 56,439.51
Wilsall Foundation, Inc.	\$ 410.00	\$ 212.79	\$ 622.80

# GIVE A HOOT

## Park County Community Foundation's Community Giving Challenge

### 2022 Campaign Totals

Organization	Donations from the Community	Funds from the partial Matching Pool	Total raised in the 2022 Campaign
Windrider Transit	\$ 31,100.02	\$ 10,000.00	\$ 41,100.02
Wolfman Collective	\$ 25.00	\$ 12.98	\$ 37.98
Yellowstone Ballet Company	\$ 8,103.00	\$ 4,205.48	\$ 12,308.49
Yellowstone Bend Citizens Council	\$ 5,075.00	\$ 2,633.94	\$ 7,708.95
Yellowstone Boys and Girls Ranch	\$ 11,175.00	\$ 5,799.86	\$ 16,974.87
Yellowstone Safe Passages	\$ 4,125.01	\$ 2,140.89	\$ 6,265.90
Youth Arts in Action	\$ 6,213.00	\$ 3,224.57	\$ 9,437.57
<b>Campaign Totals</b>	<b>\$ 1,372,169.22</b>	<b>\$ 354,040.03</b>	<b>\$ 1,726,209.25</b>

[View this email in your browser](#)



Dear Friend,

For the fourth year in a row, the annual GIVE A HOOT Community Fundraising Challenge, presented by the Park County Community Foundation, has set another record for total dollars raised. Over the month of July, the campaign inspired \$1,726,209 million from 3,151 donations to 77 local nonprofits.

From July 1st to July 31st, GIVE A HOOT invited people to come together, show pride in their community, and contribute to local nonprofits serving Park County. Since its inception, GIVE A HOOT has helped raise over \$5.7 million from 11,659 donations in support of 90 participating nonprofit organizations.

Funds raised by the 77 participating nonprofits were eligible to receive partial matching funds from a pool of more than \$354,000 - the largest matching pool

in GIVE A HOOT history. This year, 17 organizations qualified for the maximum \$10,000 partial matching grant. The remaining organizations received close to \$0.52 for every dollar they raised.

[Click here for the details of amounts raised by each organization](#)

Coming off the heels of the historic flooding in June and the incredible response to that effort, it is amazing to see our friends and neighbors support Park County's nonprofit community with such enthusiasm and generosity. Our community spoke loud and clear that they understand and value the important role our nonprofits play in supporting our way of life.

Thank you, again, for your unwavering support of Park County's nonprofits and participation in this year's GIVE A HOOT campaign.

A handwritten signature in black ink, appearing to read "Gavin Clark". The signature is fluid and cursive, with a large initial "G" and a long, sweeping underline.

Gavin Clark  
Executive Director  
Park County Community Foundation



# GIVE A HOOT SPONSORS

DENNIS & PHYLLIS  
WASHINGTON  
FOUNDATION

in conjunction with



WILLOW CREEK RANCH



# THANK YOU

## 2022 Matching Pool Supporters!

THE  
**SOLSO FAMILY**  
FOUNDATION



Deborah  
*Erdman*



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Want to change how you receive these emails?  
You can [update your preferences](#) or [unsubscribe from this list](#).

Park County Drop In  
Center

\$84,850-

**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

The ARPA Visioning Committee, appointed by the Livingston City Commission, has further limited those categories to the following:

1. Support public health response.
2. Address negative economic impacts or those disproportionately impacted.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

**Applications are due no later than September 15, 2022, 11:59pm. Please submit electronically to the following email address:**

**[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)**

**Incomplete or late applications will not be accepted.**

**City of Livingston ARPA Eligibility Determination**

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input checked="" type="radio"/>	Support public health response.
<input type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input type="radio"/>	COVID Prevention in Congregant Settings
<input type="radio"/>	PPE - Personal Protective Equipment
<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
<input type="radio"/>	Payroll Costs for Public Health Staff and Responders
<input checked="" type="radio"/>	Mental Health or Substance Use Services
<input type="radio"/>	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
<input type="radio"/>	Other Economic Support
<input type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
<input type="radio"/>	Housing Support: Affordable Housing
<input type="radio"/>	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

Is your organization a qualified 501c3 or 501c6?  Yes  No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - If yes, provide name and address along with letter of support and fiscal sponsorship.

## **ORGANIZATION INFORMATION**

### **1. Organization Name, Address, City, State and Zip**

Park County Drop In Center  
P.O. Box 407  
Livingston, MT 59047

## **PROJECT OVERVIEW**

### **2. Budget and Amount of Request**

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

We are requesting \$84,850 for the Drop In Center - see attached budget.

### **3. Project Description**

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

The Park County Drop In Center will be a place for community members to come, congregate and work together to overcome any mental health challenges they might be facing.

### **4. Who Does This Project Directly Serve?**

In the box below please describe who this project serves and how it serves a community need directly and tangibly.

The people we serve will be those who are unable to find therapy or social service assistance for their needs in Park County. They may be homeless, and/or they may struggle with a substance use issue along with a co-occurring mental health challenge. This will also be a place for people to come together in a community setting with other individuals that gives them a sense of place.

## **5. Measureable Outcomes and Deliverables**

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

Currently, there is a significant and growing portion of Livingstons population with no means to access 'on demand' mental health care and support. This most significantly impacts those who can least afford to deal with it. When folks in need do seek help, they often end up in our emergency rooms. With the opening and staffing of the drop in center, we aim to directly impact the lives of those who are most in need of mental health care services

## **6. ARPA Statement**

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

It is well known that the pandemic and its aftermath dramatically impacted the mental health of all communities across the US, including Livingston's. Before Covid the demand for mental health services and support outstripped supply. Now post Covid many people are left on long waiting list to see mental health professionals and those in private practice are full with a large client base.

## **7. Implementation Plan**

Please describe in the box below how you will implement the project in a timely manner.

Presently we are partnering with Loaves and Fishes to secure a location.

## **8. Reporting Requirements**

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

Yes we do. Our founding board is made up of five members and we are presently searching for a case manager for the Drop In Center but the board will do any reporting until then.

**9. Other Funding Sources**

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they must be declared in full with documentation below.

The Park County Drop In Center received \$2,248.12 from the Give-A-Hoot campaign. The Drop In center just placed a request for a mini grant of \$10,000 to the Central Service Area Authority (CSAA). The CSAA Mini Grants are for the purpose of increasing local participation, and awareness of mental health issues and care.

**APPROVAL AND AUTHORITY TO PROCEED**

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do NOT recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.



September 8, 2022

To the City of Livingston,

This letter is to acknowledge that Rise Montana has agreed to act the fiscal sponsor for the city ARPA grant that the Park County Drop-In Center is applying for.

Rise is a federally tax exempt 501(c)3, EIN # 81-2236063.

If you have any questions regarding this fiscal sponsorship agreement, please contact Maria Mulvaugh at [mmulvaugh@lespritmt.com](mailto:mmulvaugh@lespritmt.com), or (406) 451-2185.

Sincerely,



Maria Mulvaugh

services they are in need of. The Center will provide support and assistance when clients are seeking out mental health professionals and social service support. The Drop In Center will provide a safe place for consumers to gather for socialization, an opportunity for peer support services, and access to other needed mental health, co-occurring or community services

7). If the grant money is awarded the Park County Drop In Center can open inside of Loaves and Fishes on November 1<sup>st</sup> with the hours being 9:00 am -1:00 pm three to five days a week depending on staffing.



## **Addendum to the City ARPA grant for the Park County Drop In Center**

Is your organization a qualified 501(c)3)?

Our founding board along with the assistance of Bonnie Sachatello-Sawyer of Hopa Mountain, filed fast track 501(c)3 paperwork on September 6, 2022. We should receive notification in the mail in eight to ten weeks about our application. In the meantime, Rise Montana, is our fiscal sponsor (see attached letter of support from Rise), until our paperwork is finalized.

3).cont.

This Center will collaborate with other groups HRDC, LHC, CHP, LFRC, L'esprit, Aspen, Loaves and Fishes, the Park County Library to assist clients in connecting them to services. With the support of other agencies the Drop In center will be a one stop shop for social services. Due to Covid and reduction in state monies for mental health services many people continue to feel isolated from their neighbors. The Drop In Center will be a place for people to commune with others while getting their behavioral health and day to day needs met.

As is well known, the mental health impacts of Covid on Livingston's population were profound and those impacts continue today.

5). cont.

This includes those in crisis, homeless and transient people, uninsured and underinsured. By providing a variety of programming aimed and specific constituencies, we will directly impact the mental health of several parts of Livingston's population—one that has grown in need for these services since the onset of covid.

The drop in center will directly measure its impact;

- By keeping a log of those who frequent the Center and for what purpose;
- By tracking hours of accessibility that meet the needs of the identified population;
- Through tracking consumer-run and peer recovery services and support groups;
- By keeping track of case management services provided, including including housing, transportation, education, medication, mental health services, education, and jobs.

6). The Park County Drop-In Center will alleviate this by providing a place where people can go to to make phone calls, use computers, and talk with staff about

## **Park County Drop In Center budget 2022-2023**

### **Staff:**

1 part time case manager - \$50 an hour for 20 hours a week. No insurance, no paid time off, must hold independent contract license. \$48,000 a year

1 part time peer supporter - \$30 an hour for 20 hours a week. No insurance, no paid time off, must hold independent contract license. \$28,800 a year

### **Office Supplies:**

2 laptop computers that are property of the Drop In Center- \$2,000

### **Utilities:**

Yearly Internet - \$60 a month = \$720

Two track phones = \$150.00

\$40 a month for services = \$480.00

Coffee - \$50/month = \$600

### **Rent:**

\$300.00 (need to check with Loaves and Fishes if this is enough) = \$3,600

Supplies and misc. = \$500

**Total: \$84,850**

The Drop in Center will be able to use all kitchen and meeting room supplies so there will be no expense in that area.

Park County Friends of  
the Arts  
\$23,000 —

**CITY OF LIVINGSTON**  
**ARPA – BUCKET A**  
**SOLICITATION FOR REQUESTS FOR FUNDING**  
**August, 2022**

The City of Livingston has received a pool of funding from the American Rescue Plan Act (ARPA) for Local Recovery Funds. This funding is commonly referred to as "ARPA Bucket A". The Livingston City Commission formed an ARPA Visioning Committee to help guide the process of distributing these limited one time funds to their highest and best use. That Committee was formed through Resolution 5027 (see link):

[ARPA Visioning Ad-Hoc Committee | Livingston, Montana \(livingstonmontana.org\)](#)

Through their collaborative work, the ARPA Visioning Committee, as appointed by the Livingston City Commission, has recommended that the eligible categories for funding be limited to the following:

1. Support public health response related to COVID-19.
2. Address negative economic impacts or those disproportionately impacted directly related to COVID19.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

These recommendations were accepted by the Livingston City Commission on 8/9/2022, along with the recommendation to open the Grant Solicitation process for those meeting the above criteria to request funding through a competitive process.

If your project or program meets eligibility criteria and you wish to apply for funding, please complete the form and send in all required attachments as directed in the form. *Incomplete applications will be returned.*

The application submission process will open on August 15, 2022.

The deadline to apply is September 15, 2022 at 11:59pm. *Late applications will not be accepted.*

Completed Applications should be submitted electronically via email to:

[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org).

**Our Process**

All applications received will be reviewed to confirm eligibility, as they are received and no later than September 16, 2022. Applications which are confirmed to be eligible will be reviewed by the ARPA Visioning Committee for a recommendation to the Livingston City Commission on or before September 30, 2022. Final decisions for funding will be made by the Livingston City Commission in the regularly scheduled commission meeting on October 18, 2022.

**Key Dates**

Application Period Opens	August 15, 2022
Deadline to Apply for Funding	September 15, 2022
First Committee Review	September 22 and 29, 2022
Recommendations to the Livingston City Commission	September 30, 2022
Livingston City Commission Funding Decision	October 18, 2022

Late or incomplete applications will not be accepted.

All applications should be emailed to [citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org).

**Special Note: ARPA funds are federally regulated and "duplication" of funding is not permitted under any circumstance.**



**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

The ARPA Visioning Committee, appointed by the Livingston City Commission, has further limited those categories to the following:

1. Support public health response.
2. Address negative economic impacts or those disproportionately impacted.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

**Applications are due no later than September 15, 2022, 11:59pm. Please submit electronically to the following email address:**

**[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)**

**Incomplete or late applications will not be accepted.**

### City of Livingston ARPA Eligibility Determination

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input type="radio"/>	Support public health response.
<input checked="" type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input type="radio"/>	COVID Prevention in Congregant Settings
<input type="radio"/>	PPE - Personal Protective Equipment
<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
<input type="radio"/>	Payroll Costs for Public Health Staff and Responders
<input type="radio"/>	Mental Health or Substance Use Services
<input type="radio"/>	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input checked="" type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
<input type="radio"/>	Other Economic Support
<input type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
<input type="radio"/>	Housing Support: Affordable Housing
<input type="radio"/>	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

Is your organization a qualified 501c3 or 501c6?

Yes

No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - If yes, provide name and address along with letter of support and fiscal sponsorship.

---

## ORGANIZATION INFORMATION

### 1. Organization Name, Address, City, State and Zip

Park County Friends of the Arts

## PROJECT OVERVIEW

### 2. Budget and Amount of Request

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

\$23,000

52 weeks of part time labor

### 3. Project Description

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

the Danforth Museum of Art needs to augment its volunteer pool to keep its doors open on a reliable, scheduled basis. With funding we could be open a minimum of 4 hours a day, 5 days a week.

### 4. Who Does This Project Directly Serve?

In the box below please description who this project serves and how it serves a community need directly and tangibly.

Being open on a regular basis allows us to better serve the local schools with field trips (see September 9, 2022 Livingston Enterprise for article on Arrowhead school visit), serve the nearly year-round tourism industry, and maintain the building (Main St. location) in a lived-in condition.

## 5. Measureable Outcomes and Deliverables

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

- Open 4 hours a day, 5 days a week
  - 2-3 school visits per semester
  - July '22 = 15 visitors/day; open 16 days. October '22 (post height of tourist season) could be open more than 20 days w/ visitor average over 5/day.
- DMA closed from December '21 to May '22

## 6. ARPA Statement

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

this funding keeps the educational component of the DMA mission for the entire year. It keeps the staff hired year-round.

## 7. Implementation Plan

Please describe in the box below how you will implement the project in a timely manner.

With immediate funding the staffing schedule can change immediately with existing staff

## 8. Reporting Requirements

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

this is achievable with CPA reports and visitors reports



## 9. Other Funding Sources

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they much be declared in full with documentation below.

None at this time

## APPROVAL AND AUTHORITY TO PROCEED

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do NOT recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.

Address any reply to: P.O. Box 21224, Sec. 98111  
~~3000 North 20th Street, Helena, MT 59717~~

**Department of the Treasury**

Mercedes Sison  
(206) 442-4947  
EP/EO:EO1:WLS

**District Director**

**Internal Revenue Service**

Date: 3-1-86 | In reply refer to:  
L-178, Code 428

SEA:EO:76-1179

▷ Park County Friends of the Arts, Inc.  
106 North Main  
Livingston, MT 59047



Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

We have further determined you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 170(b)(1)(A)(vi) and 509(a)(1).

You are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. You are not liable for the taxes imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If your purposes, character, or method of operation is changed, please let us know so we can consider the effect of the change on your exempt status. Also, you should inform us of all changes in your name or address.

(Over)

Form L-178 (Rev. 8-73)

If your gross receipts each year are normally more than \$5,000, you are required to file Form 990, Return of Organization Exempt From Income Tax, by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, for failure to file a return on time.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Please keep this determination letter in your permanent records.

Sincerely yours,

*Michael Sassi*

Michael Sassi  
District Director



PARK COUNTY FRIENDS OF THE ARTS

Annual Budget 2021

INCOME	2020 ACTUAL		2021 BUDGET	
Direct		<b>\$ 6,179.86</b>		<b>\$ 5,000.00</b>
Admission	\$ 0.00		\$ 0.00	
Education	\$ 0.00		\$ 0.00	
Membership	\$ 0.00		\$ 0.00	
Rentals	\$ 6,179.86		\$ 5,000.00	
Indirect		<b>\$ 10,017.25</b>		<b>\$ 20,360.00</b>
Annual Campaign	\$ 1442.00		\$ 15,360.00	
Capital Campaign	\$ 8575.25		\$ 5,000.00	
Events	\$ 0.00		\$ 0.00	
Grants	\$ 0.00		\$ 0.00	
In-kind Contributions	\$ 0.00		\$ 0.00	
Sponsorships	\$ 0.00		\$ 0.00	
Finance		<b>\$ 14.36</b>		<b>\$ 15.00</b>
Dividends				
Interest	\$ 14.36		\$ 15.00	
<b>Total Income</b>		<b>\$ 16211.47</b>		<b>\$ 25,375.00</b>

EXPENSES	2020 ACTUAL		2021 BUDGET	
Development		\$ 0.00		\$ 50.00
Fundraising/Events	\$ 0.00		\$ 0.00	
Materials	\$ 0.00		\$ 50.00	
Operations		\$ 12,912.09		\$ 20,725.00
Capital Renovation	\$ 0.00		\$ 5,000.00	
Equipment	\$ 161.00		\$ 170.00	
Insurance	\$ 5,833.87		\$ 4,500.00	
Maintenance	\$ 0.00		\$ 500.00	
Permits/Licenses	\$ 35.00		\$ 35.00	
Professional Memberships	\$ 520.00		\$ 520.00	
Supplies	\$ 54.64		\$ 200.00	
Taxes	\$ 1,098.41		\$ 4,500.00	
Utilities	\$ 5,209.17		\$ 5,300.00	
Other		\$ 126.00		\$ 150.00
Meals	\$ 126.00			
Miscellaneous			\$ 150.00	
Personnel		\$ 3,372.40		\$ 4,200.00
Wages	\$ 3,372.40		\$ 4,200.00	
Payroll Expense	\$ 0.00		\$ 0.00	
Programming		\$ 0.00		\$ 250.00
Materials	\$ 0.00		\$ 50.00	
Marketing	\$ 0.00		\$ 200.00	
Other	\$ 0.00			
<b>Total Expenses</b>		<b>\$ 16,410.49</b>		<b>\$ 25,375.00</b>

Park County Rural  
Fire District  
+ COL  
\$ 82,475

**CITY OF LIVINGSTON**  
**ARPA – BUCKET A**  
**SOLICITATION FOR REQUESTS FOR FUNDING**  
**August, 2022**

The City of Livingston has received a pool of funding from the American Rescue Plan Act (ARPA) for Local Recovery Funds. This funding is commonly referred to as "ARPA Bucket A". The Livingston City Commission formed an ARPA Visioning Committee to help guide the process of distributing these limited one time funds to their highest and best use. That Committee was formed through Resolution 5027 (see link):

[ARPA Visioning Ad-Hoc Committee | Livingston, Montana \(livingstonmontana.org\)](#)

Through their collaborative work, the ARPA Visioning Committee, as appointed by the Livingston City Commission, has recommended that the eligible categories for funding be limited to the following:

1. Support public health response related to COVID-19.
2. Address negative economic impacts or those disproportionately impacted directly related to COVID19.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

These recommendations were accepted by the Livingston City Commission on 8/9/2022, along with the recommendation to open the Grant Solicitation process for those meeting the above criteria to request funding through a competitive process.

If your project or program meets eligibility criteria and you wish to apply for funding, please complete the form and send in all required attachments as directed in the form. *Incomplete applications will be returned.*

The application submission process will open on August 15, 2022.

The deadline to apply is September 15, 2022 at 11:59pm. *Late applications will not be accepted.*

Completed Applications should be submitted electronically via email to:

[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)

**Our Process**

All applications received will be reviewed to confirm eligibility, as they are received and no later than September 16, 2022. Applications which are confirmed to be eligible will be reviewed by the ARPA Visioning Committee for a recommendation to the Livingston City Commission on or before September 30, 2022. Final decisions for funding will be made by the Livingston City Commission in the regularly scheduled commission meeting on October 18, 2022.

**Key Dates**

Application Period Opens	August 15, 2022
Deadline to Apply for Funding	September 15, 2022
First Committee Review	September 22 and 29, 2022
Recommendations to the Livingston City Commission	September 30, 2022
Livingston City Commission Funding Decision	October 18, 2022

Late or incomplete applications will not be accepted.

All applications should be emailed to [citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org).

**Special Note: ARPA funds are federally regulated and “duplication” of funding is not permitted under any circumstance.**

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

X	Support public health response.
	Address negative economic impacts or those disproportionately impacted.
	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
	COVID Vaccination, Testing or Contact Tracing
	COVID Prevention in Congregant Settings
	PPE - Personal Protective Equipment
X	Capital Investments: Public Agencies that respond to COVID
X	Other COVID Public Health Expenses: communications, enforcement, etc
	Payroll Costs for Public Health Staff and Responders
	Mental Health or Substance Use Services
X	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
	Aid to Non-Profit Organizations
	Aid to other impacted businesses
	Other Economic Support
	Education Assistance: Social, Emotional and Mental Health Services
	Housing Support: Affordable Housing
	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
	Clean Water: Centralized Treatment
	Clean Water: Centralized Wastewater collection
	Clean Water: Decentralized wastewater
	Clean Water: Other Sewer infrastructure
	Clean Water: Other Water Infrastructure
	Clean Water: Stormwater



**Is your organization a qualified 501c3 or 501c6?**

**Yes**

**No\***

- If no, do you have a fiscal sponsor that is a 501c3?
    - If yes, provide name and address along with letter of support and fiscal sponsorship.
- 

## **ORGANIZATION INFORMATION**

### **1. Organization Name, Address, City, State and Zip**

Park County Rural Fire District 1 in partnership with the City of Livingston (LPD, LFR, 911)  
Park Street  
Livingston, MT 59047

## **PROJECT OVERVIEW**

### **2. Budget and Amount of Request**

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

Budget consists of 3 components:

1. Fire District Consolidation Study \$54,975
2. Radio Capacity, Communications and Infrastructure Study \$10,500
3. On site Staff to Administer both studies \$17,000

TOTAL REQUEST: 82,475

### **3. Project Description**

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

During COVID weakness in our ability to respond to the increased demands brought by the pandemic became apparent when we have multiple crews on quarantine simultaneously lowering our overall capacity and leading to increases in overtime, burnout and dropped transfer calls. Leveraging our two organizations and seeing what we gain from that via this study is paramount to strategic planning. Additionally, more gaps in our communications infrastructure and the lack of base knowledge as to age of system components and expected life and replacement costs calls for an updated study to assess and plan a path forward to protect our capacity in the next disaster or pandemic.

#### **4. Who Does This Project Directly Serve?**

In the box below please description who this project serves and how it serves a community need directly and tangibly.

All the citizens of Livingston and park county who rely on Emergency Services. It also helps to protect our limited human resources from overt burn out and overtime which can lead to injuries.

#### **5. Measureable Outcomes and Deliverables**

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

Both organizations will use the information to develop a long term strategic plan to gain efficiencies in operations of both departments.

#### **6. ARPA Statement**

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

COVID showed us our weaknesses with regard to communications, staffing and equipment. These studies will help us to strategically prepare for the next disaster or pandemic.

#### **7. Implementation Plan**

Please describe in the box below how you will implement the project in a timely manner.

Both groups and the consultant are currently waiting for the go ahead to begin work.

### 8. Reporting Requirements

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

Yes.

### 9. Other Funding Sources

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they much be declared in full with documentation below.

No other funding sources exist for this project.

## APPROVAL AND AUTHORITY TO PROCEED

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do <u>NOT</u> recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>

	Reason for Denial:	Vote:
--	--------------------	-------

ARPA  
Visioning  
Committee  
Chair  
Signature:

--

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.



*It is the mission of Park County Rural Fire District #1 to provide, to the best of our capabilities, the highest level of life and property protection services to District #1.*

DATE: August 23rd, 2022

TO: Lisa Lowy

FROM: Park County Rural Fire District #1

RE: ARPA

Dear Ms. Lowy

Park County Rural Fire District is requesting ARPA funds to obtain a consultant to evaluate emergency services delivery in our district, as well as the ability to provide mutual aid to the City of Livingston. Over the last several years, the Covid 19 pandemic brought to light many weaknesses in emergency services. These weaknesses were confirmed with the recent flood, and include, but are not limited to:

Lack of reliable and sufficient staffing to respond to emergencies due to illness or potential infectiousness of our volunteers.

Training has been curtailed due to travel restrictions, and is not available locally.

The added workload on the two staff members to manage additional pandemic duties as well as day to day operations has become very burdensome.

The resultant economy has place the district into an accelerated financial shortfall, creating the necessity to explore alternative delivery methods for emergency services.

Park County Rural relies on City/County dispatching. The pandemic ramifications has impacted 9-1-1 as well, in that much of the service did not have sufficient staff to do little more than dispatch calls. Managing the system's infrastructure, making improvements recommended in the 5 year old AdComm report, and instituting policies that bring the center in line with recognized best practice has not been done, placing a critical emergency service at risk of failure.

For these reasons, Park County Rural Fire District is seeking \$60,000 in grant funding to hire a consultant firm to evaluate and make recommendations to improve the county dispatch system and explore ways to bring stability to the fire district, allowing us to provide quality fire and rescue response.

Thank you

C.Anderson

Captain PCRFD#1



August 5, 2022

Ron Lindroth, Interim Fire Chief  
414 East Callender Street  
Livingston, Montana 59047

Dear Chief Lindroth,

Thank you for the opportunity to submit a scope of work for professional consulting services to perform an assessment of the City's Emergency Services Communications Center (ESCC).

**Scope of Work**

Information about the ESCC's governance, budget, funding mechanisms, reports and agreements as well as administrative, operational and training policies and procedures will be reviewed. At least five days will be spent on-site conducting interviews with Communications Advisory Committee members; customer agency department heads; relevant administrators; and ESCC line and support staff members. In addition, time will be spent observing ESCC operations and monitoring dispatch radio traffic.

Our conversation and the documents you forwarded indicate the ESCC would benefit from a comparison of its policies, procedures, protocols and practices with recognized industry standards including, but not limited to:

- Emergency call receiving processing time
- Emergency dispatch processing time
- Workload and staffing level
- Supervision level
- Operational policies, procedures and protocols, including:
  - Law enforcement and fire service call receiving procedures
  - Emergency Medical Dispatch call receiving and pre-arrival instructions
  - New hire training
  - Continuing education for experienced employees
- Administrative policies and procedures, including
  - Entry level hiring standards and testing processes
  - Labor relations
  - Performance management
  - Employee recognition
  - Governance
  - User agency service level agreements
- Financial policies and procedures
  - Budget development
  - Asset management
  - Capital planning

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- Facility and radio site lease management
- Vendor and contractor management
- Allocation of costs to user agencies
- Funding from dedicated taxes
- Funding from other sources
- Technical system maintenance and replacement planning for the ESCC's:
  - Emergency phone system including provisions for text to 9-1-1
  - Administrative phone system
  - Computer Aided Dispatch (CAD) system
  - Radio and paging systems
  - Information technology systems (PCs/monitors/switches/routers)
  - Uninterruptible power supply (UPS) systems
  - Back-up power generation
  - Back-up center facility and equipment
  - Facility and radio site security systems
  - Caller location technology enhancements
  - Records Management System and Jail Management System (if applicable)

**Report**

After completing on-site interviews, document review and observing in the ESCC, a draft report will be developed and distributed for review and comment as directed by you.

The goal of the final report will be to provide the Communications Advisory Committee and the area's emergency response stakeholders an independent, objective assessment of the level of their ESCC's compliance with industry best practices and standards.

The report will include an executive summary; background information; an outline of the data collection process; findings; general recommendations; and options for improvement. The report is not intended to be a strategic plan, but rather a starting point that identifies gaps between current and best practices as well as between the existing and desired level of service delivered by the ESCC.

**Timeframe**

I would welcome the opportunity to start any time after Labor Day. The scope of work including the final report will be completed no later than sixty days from the date of a notice to proceed.

**Cost – \$10,500**

The fixed fee for the work in this proposal includes all costs to complete the scope of work and a written report. This approach provides clients a firm cost and allows me to completely focus on the project and service with no concern about billable hours, travel time nor expenses. In short, I'll do what it takes to assure my work is done to your satisfaction. Half of the fixed fee is invoiced upon a notice to proceed, with the balance due on completion.

Thanks again and best regards!



Steve Reinke, Principal Consultant

## ***Relevant Experience for Principal Consultant Steve Reinke***

Emergency communications center professional with over 25 years of diverse industry experience. Worked in 6 different PSAPs at all levels, including 19 years as the Director of 4 different independent, consolidated, multi-jurisdictional ECCs serving the public and law enforcement, fire and EMS responders.

Repeatedly demonstrated the ability to use professional experience and a consistent, patient, professional temperament to build consensus among policy makers, public safety department heads and agency staff members toward a shared strategic level of service vision. Using that consensus, developed and deployed governance models, policies, procedures, staffing models, technical systems and budgets necessary to support stakeholder defined mission and goals.

### **Background Highlights**

- Led four Pacific NW PSAPs including a CALEA accredited, consolidated PSAP which serves 700,000 people (ValleyCom); a newly independent ECC which serves 500,000 people (Spokane Regional Emergency Communications); an Oregon 9-1-1 Service District which serves 180,000 people (Deschutes 9-1-1) and a rural consolidated PSAP which serves 40,000 people (KITTCOM).
- Facilitated the decision process and then the transition of Cowlitz 9-1-1 from being a County department to an independent Public Authority.
- Facilitated the interlocal agreement approval process for an ECC consolidation between Benton County Emergency Services (SECOMM) and Franklin County 9-1-1.
- Served as the project manager for the governance model and consolidation of four PSAPs in Chelan and Douglas Counties into RiverCom, an independent interlocal agency.
- Led strategic planning processes for ECCs in Washington, Oregon and Montana.
- Built two ECCs on time and within budget.
- Elected by peers to serve as the representative of 14 counties on the Washington State E9-1-1 Advisory Committee, and subsequently elected to serve as the Committee's Vice-Chair.
- Elected by peers to serve as the representative of 8 counties on the Oregon E9-1-1 Advisory Committee.
- Past-President of the Washington State Chapter of APCO.
- Led a strategic plan update process for the Oregon Chapter of APCO/NENA.

### **College Education**

Master of Public Administration (1996)	City University, Seattle, Washington
B.S., Paramedical Health Services (1978)	Central Washington University, Ellensburg, WA
A.T.A., Law Enforcement (1975)	Olympic College, Bremerton, Washington



6 September 2022

*Response to Request for Proposals:*



**LIVINGSTON**  
Montana

**FIRE DISTRICT CONSOLIDATION FEASIBILITY STUDY**

**CITY OF LIVINGSTON AND PARK COUNTY RURAL FIRE DISTRICT #1**

**LIVINGSTON, MONTANA**

*Prepared by:*



2901 Williamsburg Terrace #G ■ Platte City ■ Missouri ■ 64079

P: 816.431.2600 ■ F: 816.431.2653

[www.fitchassoc.com](http://www.fitchassoc.com)

**CONSULTANT PROPOSAL**



6 September 2022

Fire Chief Ron Lindroth  
Livingston Fire & Rescue  
414 E. Callender Street  
Livingston, MT 59047

To Chief Lindroth:

Fitch & Associates (*FITCH*) is pleased to respond to your Request for Proposal for a Fire District Consolidation Feasibility Study for the City of Livingston and Park County Rural Fire Protection District #1.

Per our brief conversation, we have incorporated your specific needs into this submission and have organized the information requested for clarity. The *FITCH* team recognizes the importance of this project to the City and District and will objectively assess and the feasibility of consolidation between the agencies. We will identify implementable opportunities for operational and organizational efficiency, effectiveness, improvement, and long-term sustainability. This will be accomplished by the utilization of comprehensive data and research driven analyses recommending the most advantageous governance, finance, structure, and service delivery models.

Our firm is uniquely qualified to submit this response and perform the work required. Fitch & Associates has provided similar planning and analysis services throughout its 35-year history. We are known for delivering accurate reports within the agreed timeframes and budget. Our recommendations and tangible work products have been implemented with greater frequency than those of any other national public-safety consulting firm.

We appreciate the opportunity to submit this response and look forward to talking with you more about how we can provide you superior services and value.

Warm regards,

A handwritten signature in blue ink that reads "Steven Knight".

Steven Knight, PhD - Partner  
[sknight@fitchassoc.com](mailto:sknight@fitchassoc.com)  
816-500-7481

**FIRE DISTRICT CONSOLIDATION FEASIBILITY STUDY  
CITY OF LIVINGSTON AND PARK COUNTY RURAL FD #1**

**TABLE OF CONTENTS**

<b>COVER LETTER</b>	<b>1</b>
<b>PROJECT APPROACH</b>	<b>1</b>
Fitch & Associates' Methodology and Team	1
Introduction & Methodology	1
Project Approach	2
Project Initiation and Kickoff	3
Review of Community Characteristics, Current Services, and Community Expectations for Service	3
Complete a Risk Assessment (Analysis) of the Area Served	6
Measure the System Performance Using Historical Data	8
Develop Draft Performance Measures	9
Complete an Organizational Level Evaluation and Future Demands	8
Review, Prioritize, and Finalize the Report	8
Work Plan and Timetable	8
<b>QUALIFICATIONS AND EXPERIENCE</b>	<b>12</b>
Organizational History	12
Project Team & Success Factors	13
Talent	13
Time-Tested Methodologies	13
Teamwork	13
Timeliness	14
Tangibles	14
<b>PROJECT TEAM MEMBERS</b>	<b>15</b>
<b>PAST EXPERIENCE WITH SIMILAR STUDIES</b>	<b>18</b>
Firm Experience & References	18
<b>COSTS</b>	<b>21</b>

# PROJECT APPROACH

## Fitch & Associates' Methodology and Team

Recognizing that each community is unique - our analysis of the fire departments' functions, operations, finances and community expectations must be completed with due regard for local characteristics.

**Figure 1. Review Components**



This local awareness is balanced with a comprehensive review methodology that incorporates recognized objective benchmarks and international best practices. That information is turned into actionable recommendations incorporating both pros and cons of service delivery changes.

Fitch & Associates (*FITCH*) has over 30 years consulting experience and is internationally recognized as a leader in emergency services development. The project team's leadership has municipal and fire district specific experience. The proposal that

follows describes why *FITCH* is best suited to tackle the issues and objectives requested.

In order to appropriately tackle each of these complex issues in a meaningful, yet cost effective manner, *FITCH* has put together a multidisciplinary team.

## Introduction & Methodology

*FITCH* is pleased to present a robust response to the City's request for proposals. Our experience spans the globe and provides over three decades of experience in evaluating and developing emergency service agency plans. Local governments throughout the country, including the state of Arizona, are facing a new reality in the provision of public services. Often fiscal resources are challenged to sustain the traditional methods and scope of providing services. Concurrently, taxpayers are increasingly unwilling to increase their contributions to fund the status quo. In this environment, it is incumbent on government to assess efficiency

and explore options for the delivery of essential services. This proposal is designed to investigate implementable options for the Agencies.

Many contemporary fire departments have incorporated EMS response into their mission. In these jurisdictions, this service typically accounts for a majority of fire department's emergency responses. *FITCH* brings a unique understanding of EMS systems in addition to fire protection. This fosters a comprehensive system assessment that accounts for the interconnectedness of service deliveries along with realistic and practical recommendations for a consolidated delivery system.

The Consultant's role is to objectively review community risk, fire department operations, structure, and performance and develop future oriented options for a consolidated fire rescue service delivery model. At a high level the agencies seek to:

- Improve or maintain current service delivery including response times
- Optimize the effectiveness of operations utilizing data and evidenced based analyses
- Identify the pros/cons of service integration
- Consider impacts to ISO ratings with changes in deployment and governance
- Optimize the number and type of personnel
- Recommend an optimal organizational structure
- Recommend station and equipment locations
- Recommend options for a governing body structure and composition
- Provide a strategy for accounting for fees, payments, credits, financing and leases for existing structures, equipment, apparatus, and other property, as appropriate
- Consider funding alternatives for supporting operations
- Provide recommendations in system design for a seamless consolidated delivery model
- Eliminate duplication of services (if present)

We propose a team of experts in fire protection and emergency medical services to assess performance and explore options for the Agencies to operate within funding limitations while preparing for the future service delivery in an operationally effective, efficient, and sustainable manner that is aligned with each community's specific community risks.

## **Project Approach**

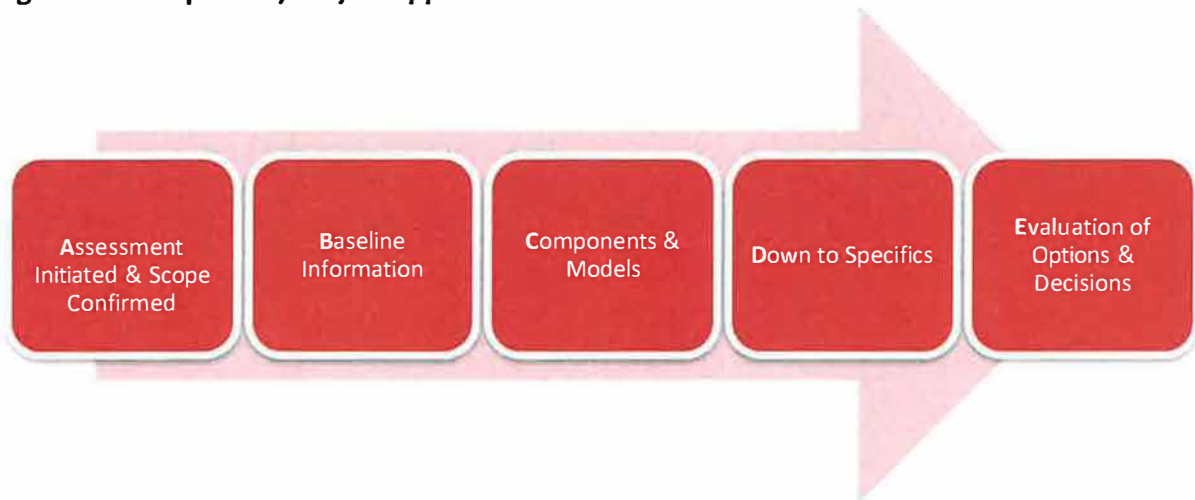
We have organized the engagement to allow the Agencies optimal flexibility to determine its best value as the project develops. The following figure graphically illustrates the project approach.

*FITCH's* recommendation is to conduct this consolidation study in a two-phase approach. The first phase would be to establish current and baseline services, risk, and performance. This will include detailed data and GIS analyses for each District. As you are aware, the emergency services are very labor intensive, and as such, the deployment strategy will drive recommendations for the optimal organizational structure, governance, and fiscal demands.

It is during this phase that common challenges to consolidation efforts can be resolved. Examples might include equity issues in the balance between workload, service demand, and financial contribution to or from the overall system. Similarly, a risk-based and data-driven process will identify and recommend different deployment strategies for the distribution, concentration, and capabilities based on risk and demand for services. This part of the process will require extensive interaction with the individual Agencies to find a common ground for service delivery moving forward.

Once the “adopted” level of service has been established through these analyses, Phase II of the project will evaluate the appropriate organizational structures, governance models, and financial models to optimize the new delivery system. Again, this process will require considerable collaboration and involvement from the Agencies to ensure that both a highly efficient and effective model is posited, but that it is highly implementable and reasonable across the stakeholders.

**Figure 2: Description of Project Approach**



The following iterative steps are provided to accomplish the requested elements in this RFP.

**Project Initiation and Kickoff**

The first step in the process is to conduct a kick-off meeting to finalize the work plan and timeline and is paramount to a successful study and the ability of *FITCH* to maximize the effectiveness of its work teams. At the kick-off meeting an overview to the approach of the project will be provided to stakeholders and Agencies governing bodies as requested. Any final logistical issues will be resolved during this phase. It is in this phase that key representatives of each agency will review and prioritize items outlined in the RFP and provide an opportunity to refine any specific objectives related to each service area or objective.

**Review of Community Characteristics, Current Services, and Community Expectations for Service**

Within a risk-based schema, the first step in an analysis is to understand the individual or specific aspects to each community. Therefore, a description of the community served by the

Agencies' fire departments will be completed. Elements included in the community description may include:

- Legal Basis
- Brief History of the Agency
- Service Milestones
- Financial Basis
- Geography
- Topography
- Climate
- Population
- Demographic Features
- Disaster Potential

The next step in completing a review of the current deployment is to review the services that are provided within the existing deployment and the associated baseline performance. All of the currently provided service delivery programs (fire/ems/rescue, etc.) will be evaluated in an effort to establish the current deployment strategy and to identify the current baseline performance.

In addition, the current deployment strategy will be identified and described with regards to the number of fire stations, response territories or demand zones, and apparatus quantity and type. Similarly, the current staffing strategy will be identified and described including the organizational structure, administrative and support staff, emergency response staffing, and a brief summary of the Department's response history.

Finally, a review of the community's expectations for service will be completed. This review will include several strategies designed to elicit both internal and external stakeholder input. The process *FITCH* will utilize to elicit internal stakeholder input regarding service expectations will include a series of on-site structured interviews with key stakeholders. Preliminarily, the stakeholders that have been identified include:

- Agencies' Governing Boards
- Fire Chiefs
- Department Leadership Teams
- Random Sample of Line Personnel
- Labor Executive Boards

In addition, a review of existing internal guiding documents will be completed. For example, the *FITCH* team will review mission, value, and purpose statements and any existing or desired performance goals and objectives.

Often, a "review of community expectations" only includes inferences from internal staff. The process suggested by *FITCH* is to conduct a town-hall style meetings of key external stakeholders. During this meeting, the *FITCH* team will provide a brief overview and descriptions of the services provided by the Departments and facilitate a process where the participants prioritize the current services through their lens. This is very valuable to the process and may serve to balance the gap that often exists between the Departments' desire to provide exemplary services and the communities' expectations of said services. In other words, a balance exists between the communities' willingness to assume risk and their associated willingness or capability to pay for services.

While public participation varies across communities, at the very least it provides an opportunity to provide greater depth and texture to the discussion. Often the alternative is to have the Department establish service and performance levels independently and then ask the community to rate their performance against their own expectations through customer service surveys. Preliminarily, the key external stakeholders that may be included in the town hall meeting would include members from the following groups:

- Business Community
- Chamber of Commerce
- Homeowner/Neighborhood Associations
- Religious Leaders
- Public Health Organizations
- Hospital Providers
- Ambulance Providers
- Skilled Nursing Facilities

The degree to public engagement varies considerably across communities. Therefore, within this proposal this, or similar, level of engagement is included in the schema and pricing. The *FITCH* team will be guided by the Client as to the desire and format.

### **Complete a Risk Assessment (Analysis) of the Area Served**

The next step in a comprehensive Department evaluation is to understand the specific, individual, and inherent community risks. The risk analysis is a central component to determining the appropriate staffing, apparatus, and fire station locations. More importantly, an in-depth understanding of the Agencies' risk can assist in aligning fire prevention, public education, and other community risk reduction efforts.

Risk can be evaluated from two different perspectives in the emergency services: potential and historical, respectively. Typical fire risks will be quantitatively evaluated using an agreed upon risk matrix that will classify the higher risk structures into four distinct levels of risk: low, moderate, high, and special or extreme. This will be accomplished with an evaluation of the Agencies' specific data recorded and evaluated by the Insurance Services Organization (ISO) and/or each Department's inspection records and pre-fire planning efforts. A Geographic Information System (GIS) will graphically illustrate relevant risks by risk severity.

Similarly, various other specific community indicators will be evaluated that are empirically found to be correlated to higher frequency of events and greater demands for service. For example, population density, income, and age are correlated with greater frequency of fires. Non-fire risks will be evaluated as well. Typical non-fire risks fall into natural and man-made disasters, transportation risks, and emergency medical services (EMS). Overall, the following areas are proposed to be included in the Agencies' community risk analysis for potential risks:

- Geospatial Characteristics
- Geographic and Weather-Related Risks
- Transportation Risks
- Wildland Fire Risks
- Physical Assets
- Population Density
- Future Development, Annexation, and Growth
- Socioeconomic Indicators
- Demographic Indicators



The second lens to view community risk is through historical service demands and performance. Historical demands for service will be evaluated to balance the theoretical readiness or preparedness necessary to mitigate potential risks with the actual service demands realized in the community. It is through this analysis that determinations for the concentration and distribution of resources may be recommended. Elements evaluated in this review will include all elements of response time, workload, and call duration by call type and is described independently in the following objective.

Finally, elements of both potential and historical risk will be synthesized into a final risk rating and applied to each of the major service delivery programs provided by the Departments. For example, fire suppression, emergency medical services, hazardous materials, rescue services, technical rescue, aeromedical, and special operations may have an independent matrix that balances the frequency of occurrence with the severity, or potential severity, of the incident. This risk analysis will then be utilized to develop recommendations for all deployment related services with alternative performance objectives and resource demands based on risk severity and risk type.

***Measure the System Performance Using Historical Data***

Three years of system performance data will be collected from both the Public Safety Answering Point (PSAP) and the available National Fire Incident Reporting System (NFIRS) data that may be available in the Departments' Records Management System (RMS).

Data will be analyzed to determine both the average and 90<sup>th</sup> percentile performance for call processing, turnout time, travel time, and total response time. Also, elements of time will be examined by major call types, time of day, day of week, and month of year. Similarly, analyses will be completed describing historical performance at the unit/apparatus level that describes the frequency of calls, workload, and call duration by call type. Finally, all of the above historical performance data will be evaluated at the station level.

Analyses at the station level will determine the appropriateness of the fire station locations in relation to the risk previously identified and the geographic limitations for travel time. Factors related to the distribution (station locations) such as geographic size, travel impedence, workload, and risk would be evaluated. Similarly, the station level analyses will also include elements of concentration such as the numbers of apparatus or personnel required at each level of distribution necessary to reliably respond to the demands for service. Elements evaluated for concentration may include the number or risks located in each demand zone or station territory and the capabilities to assemble an effective response force by program area. Station level performance and capabilities will be illustrated utilizing GIS.

Finally, the completion of the objective will include an analysis of the effectiveness of the current deployment strategies for each program area. This will be accomplished through direct observations, structured interviews, and an analysis of available outcome data from the Departments' RMS programs for Fire/EMS incident reporting.

In summary, the following elements will be evaluated while completing the review of historical system performance:

- Number of calls
- Call frequency
  - Time of day
  - Day of week
  - Month of year
- Call type
  - Fire
  - Ems
  - Hazmat
  - Tech Rescue
- Elements of Time
  - Dispatch time
  - Turnout time
  - Travel time
  - Total response time
- Effectiveness / Outcome Measures
  - Call Type
  - Program Area
- Performance
  - Unit performance
  - Station performance
  - System performance
  - Reliability / Concurrent Calls
- Workload
  - Call duration
  - Unit Utilization
  - Workload Distribution at Unit and Station levels
- Deployment Modeling
  - Effective Response Force (ERF) performance and capabilities
  - Distribution of Resources
  - Concentration of Resources
  - Automatic and Mutual Aid Capabilities
  - Duplication of Services

### **Develop Draft Performance Measures**

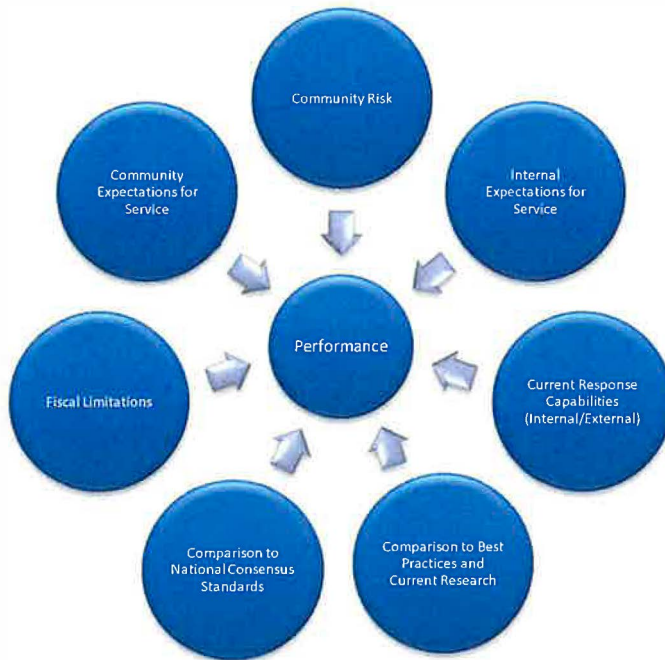
The majority of the elements required to assess risk and historical demand have been completed and analyzed by this stage in the process. At this stage, the historical performance and capabilities have been established as well as a comprehensive description of the community and community risk analysis. The next step is to begin developing draft performance measures subsequent to a detailed staffing analysis.

An essential element in a risk-based deployment study is to define and codify the “critical tasks” that must be accomplished for each call type and risk severity. While the *FITCH* team will provide guidance and direction, the Departments will have ample opportunity to participate in the development process. Once the necessary personnel and staffing has been established for emergency response performance, the study will continue and determine the appropriate number of shifts, relief personnel, and schedules that are optimized for the best advantage for firefighter safety, effectiveness, and efficiency. Additionally, an assessment of the overall organizational structure, administrative, and support capacity will be evaluated ensuring sufficient leadership and support.

Next, the development of draft performance measures will include a GAP analysis between the Departments’ current baseline performance and capabilities and the results of the risk assessment and stakeholder input. In addition, this GAP analysis will include a comparison of current performance and best practices such as CPSE/CFAI and current research as well as with national consensus standards and ISO. Finally, a financial analysis will be conducted to

ensure desired alternative performance levels are within the fiscal capability. A process illustration is provided as Figure 4.

**Figure 3: Process for Establishing Recommended Performance Measures**



Once the GAP analysis has been completed, preliminary results and observations will be presented to the key stakeholders. This process is an important step in the overall success of the project to allow the Departments' leadership to participate in the development of the recommended performance levels with full transparency utilizing the results of the risk analysis, GAP analysis, stakeholder input, and FITCH's expertise.

### **Complete an Organizational Level Evaluation and Future Demands**

The completion of this objective is an iterative process that flows seamlessly from the previous objectives as a significant portion of the overall evaluation has been completed during the process of establishing baseline and benchmark performance measures.

However, there are two important elements that must be added to a comprehensive overall evaluation of the delivery

system: future or projected service demands, and the support systems and processes utilized by the Departments', respectively. As an extension of the community description and risk assessment process, future demands will be projected and the Departments' capabilities to align with future projections will be evaluated.

Future demands for services will be projected for the next 10-year period. Data used to establish reasonable projections would include trends in service demands over the previous three years, trends in population changes, significant shifts in community demographics and economic status, and planned growth and development provided by the Agencies. In addition, fiscal projections will be incorporated to evaluate potential impacts to revenue generation and sustainable funding. Similarly, projected capital items will be evaluated. For example, relocated, refurbished, consolidated, or new fire stations and their recommended

locations as well as apparatus configurations and replacements required over the next ten years.

The next aspect to a comprehensive overall evaluation that must be completed is a review of the Departments' support systems, management, processes, policies, and procedures as they impact the delivery systems. This portion of the evaluation will ensure that the Departments' processes and procedures are appropriately aligned to deliver the desired service levels for today and into the future.

Overall, an evaluation will be completed with respect to current or adopted standards of performance and for future service demands over the next 10 years. Recommendations for changes to the delivery system, deployment, policies, and procedures will be developed and presented incorporating best practices for the current system where appropriate. Each recommendation will be accompanied by a fiscal and service level analysis to provide for the utmost transparency and disclosure.

### ***Review, Prioritize, and Finalize the Report***

This final stage will be a highly collaborative process between the *FITCH* team and the key internal stakeholders. During this collaborative process, the recommendations included in the draft report will be analyzed, compared, and prioritized. Substantive recommendations will be provided with the accompanying financial analysis and an assessment of the operational impacts so that policy may be established in an open, candid, and transparent manner with full disclosure. The resulting finalized report will be formally presented to the Agencies' Governing Boards, Fire Chiefs, and other key stakeholders as requested.

*FITCH* will guide the Departments' in making the necessary short-term adjustments and prepare for long-term changes, as appropriate. *FITCH* will provide recommended implementation plans, including timeframes and mitigation strategies for identified challenges to implementation as part of the final report.

The ultimate deliverable will be recommendations for a highly efficient and effective service delivery model including governance, organizational structure, staffing, and deployment. ***Similarly, FITCH will make recommendations to alternatives to a full consolidation in the event that it is deemed not to be beneficial.***

## **Work Plan and Timetable**

The process identified in the previous section will yield the desired results for this project. The assessment of the current system will determine if there are opportunities for reducing expenditures or enhancing service delivery by conducting a consolidation feasibility study.

The proposed scope of work demonstrates that the consultant understands the desired outcomes and has proposed objectives and tasks to achieve that outcome. A table for each of the proposed objectives and time frames is included to describe the project more clearly.

**Figure 4: Proposed Timeline**

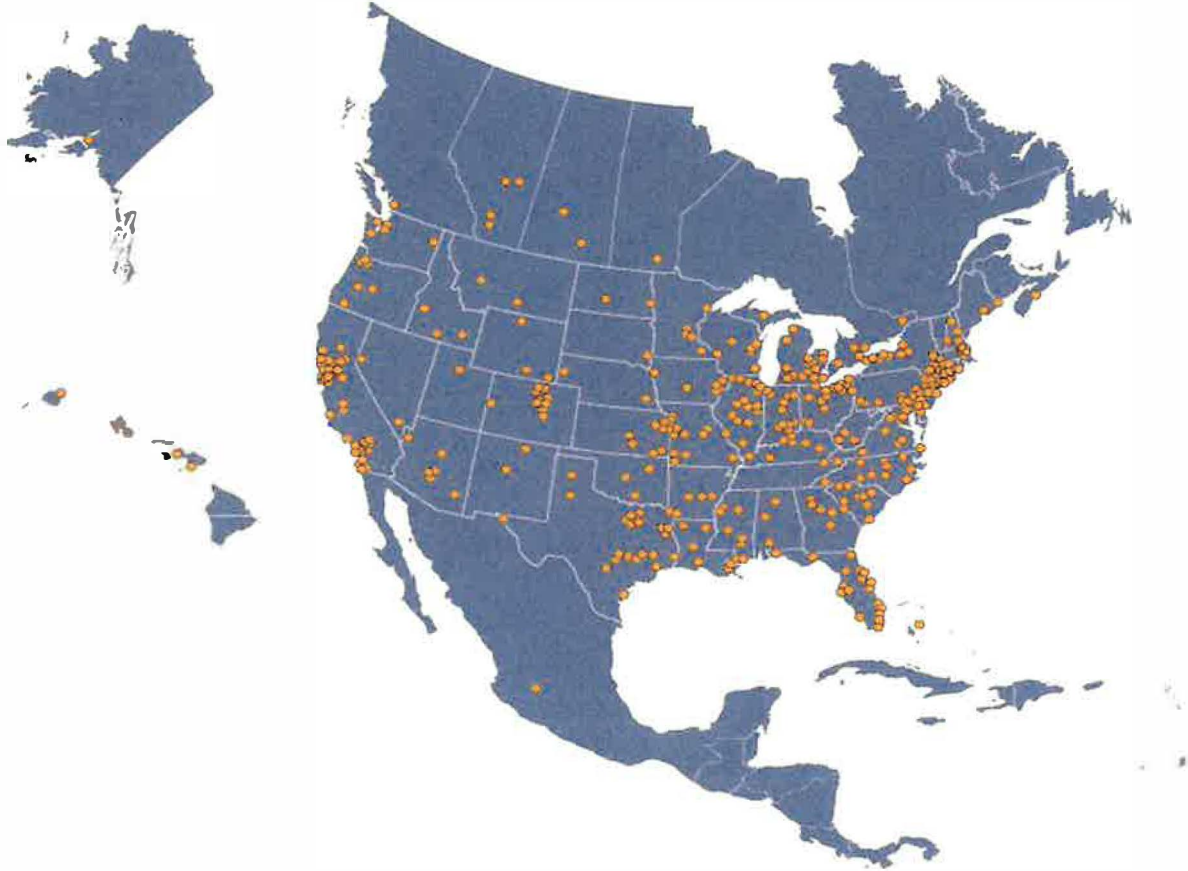
	Month 1	Month 2	Month 3	Month 4	Month 5
<b>Project Initiation and Kick-off</b>					
<b>Review of Community Characteristics, Current Services, and Community Expectations for Service</b>					
<b>Complete a Risk Assessment of the Area Served</b>					
<b>Measure the Systems Historical Performance</b>					
<b>Develop Draft Performance Measures</b>					
<b>Complete Overall Evaluation of the Delivery System</b>					
<b>Review, Prioritize, and Finalize Report including Commission/Council Presentations</b>					
<b>Post Implementation Consultation and Support (client requests only)</b>					
<b>On-Site Visits (projected)</b>	#1		#2	#3	
<b>Presentations (projected)</b>	#1			#2	

## QUALIFICATIONS AND EXPERIENCE

### Organizational History

Throughout its 30-year history, *FITCH* has earned credibility by implementing innovative customized solutions in both the public safety and healthcare arenas. The Firm has consulted with nearly 1,000 communities in all 50 U.S. states and in 12 countries.

Projects have ranged from objective reviews, analysis and system design issues, communications system design, productivity, and enhancement studies to detailed operational, financial, and transition management services.





Our combined resources provide expertise on matters as diverse as organizational psychology, accounting, economics, healthcare administration, public information and education, marketing research, emergency medicine, fire service administration, law enforcement, safety management and “Just Culture” concepts.

## **Project Team & Success Factors**

*FITCH’s* specific strengths for this project are centered in the ability to objectively conduct research, manage multiple project priorities and blend both expert and local resources while building support for the outcome. Our key strengths include talented and experienced consultants, time-tested methods, quality teamwork, timeliness, and the ability to provide tangible results.

**Talent** – Each project is managed by a *FITCH* partner who is responsible for bringing together the specific resources necessary to meet the client’s needs. Staffing for this project involves team members organized into the respective fire and EMS project teams. Team members have been selected for their specific areas of expertise that match the requirements of this project.

**Time-Tested Methodologies** – *FITCH’s* experience and that of the individual consultants involved represents an unparalleled base for the tasks at hand. We have worked with more than 1,000 clients including local, state, and federal government agencies; municipal and volunteer fire departments; ambulance services and hospitals.

**Teamwork** – Throughout its history, *FITCH* has stayed true to its core values by accomplishing projects using a collaborative approach. This approach offers high levels of involvement for system participants without compromising the independent or objective nature of the project.

**Timeliness** – *FITCH* is known for producing its work on or before the scheduled completion date and within budget. Timeliness also involves consultant access and response times. Both are as important in consulting, as they are in emergency services.

**Tangibles** – Tangible results in consulting mean developing solutions addressing the client's needs and providing recommendations which are implemented. *FITCH* is well known for developing innovative solutions to complex issues. Our recommendations and tangible work products have been implemented with greater frequency than those of any other national public safety consulting firm.

*FITCH* has routinely undertaken projects over the last three decades similar in scope to that proposed. *FITCH* has reviewed systems and processes for nations, states, provinces, regions, and individual departments. Most of our recommendations are implemented due to our real-world approach, matching both the desired outcome with the clear realities in each system.



## **PROJECT TEAM MEMBERS**

**Steven Knight (Ret.), PhD, Partner – Fire/EMS.** Dr. Knight has nearly 25 years of experience and recently retired as the Assistant Fire/EMS Chief for the City of St. Petersburg, Florida. He is a subject matter expert for both the National Fire Academy and the Center for Public Safety Excellence. He has also served as a team leader and assessor for the Commission on Fire Accreditation International and has held multiple faculty appointments in Fire Science and EMS. Dr. Knight previously served the International City and County Management Association (ICMA), as the Senior Manager for Fire and EMS.

Dr. Knight holds a PhD from the University of South Florida in curriculum and instruction and a minor in research and measurement, a master's degree in public administration from Troy University and a bachelor's in Fire & Safety Engineering from the University of Cincinnati. Chief Knight is also a graduate of and faculty for the Executive Fire Officer Program through the U.S. Fire Administration, Federal Emergency Management Agency. Knight is an accredited Chief Fire Officer through the Center for Public Safety. Knight also served as an adjunct professor at St. Petersburg College and the State College of Florida in their Fire Science and Public Safety Administration Programs, is the former program director for Emergency Medical Services at the Manatee Technical Institute, and is an affiliate faculty with the University of Central Florida's College of Medicine.

**Bruce J. Moeller, PhD – Senior Consultant.** Dr. Moeller joined the firm last year. He most recently served as Executive Director for Safety & Emergency Services in Pinellas County, Florida and as Interim Chief of Staff for the County. Pinellas County is a community of almost 1 million residents; his areas of responsibility include 9-1-1, EMS & Fire Administration, Justice & Consumer Services, Radio & Technology, Emergency Management and Animal Services. Prior to his current role, Dr. Moeller served as city manager in Sunrise, Florida. Moeller's background includes 30+ years of public safety service, culminating as Chief of Department for several fire-rescue agencies, including Broward County, Florida.

Dr. Moeller is active in fire service and public management organizations, having served in committee and leadership roles for the International City County Management Association (ICMA), National Fire Protection Association (NFPA), and International Association of Fire Chiefs (IAFC). He is also an active member of the International Chiefs of Police (IACP).

### **T. Michael Burton, MS – Senior Consultant**

Mike Burton is a 41 veteran of the fire and EMS service and is currently the fire chief with the Tamarac, FL Fire Rescue Department, an ISO Class I department. His department serves over 62,000 residents and responds to over 11,000 emergency incidents annually from four stations and provides paramedic level transport services. He has been an active participant in the establishment of 5 automatic aid

agreements with neighboring departments as well as the establishment of the Broward County Regional 911 System that provides service to 29 of the county's 31 cities.

Chief Burton started his career in a metro-sized department in FL. He rose through the ranks where he served in many roles, including the Training Chief and retired in 1999 as the Assistant Chief overseeing the Operations Division. Subsequently, Chief Burton has served as the Fire Chief for Grand Rapids, MI and Greenville, NC.

Burton is a credentialed Chief Fire Officer through the Center for Public Safety Excellence and serves as a peer reviewer for Chief Fire Officer Candidates for the Center for Public Safety Excellence, Commission on Fire Accreditation International. He serves the International Association of Fire Chiefs on their Program Planning Committee for their annual international conference.

Chief Burton holds a master's degree from Grand Canyon University in Executive Fire Service Leadership, and a bachelor's in Organizational Studies from Eckerd College. He is also a graduate of the Executive Fire Officer Program through the U.S. Fire Administration, Federal Emergency Management Agency.

**Gang Wang, PhD – Senior Consultant-Data Analyst.** Dr. Wang has completed more than sixty emergency service operational analyses using data-driven analytical techniques to determine the most efficient organizational and operational structures. Gang has a PhD in Industrial Engineering from Wayne State University and a Master's degree in Management Information Systems from Chongqing University. Previously, Dr. Wang worked for the Center for Public Safety Management and the International City/County Management Association.

**Brian McGrath – Senior Consultant – GIS and Mapping Analyst.** Brian McGrath serves as President of CAD North Inc. His responsibilities include Administration, Marketing, Software Development and Business Analysis/Requirements Documentation. He brings over 18 years experience in Information Systems management and development in the public safety industry including 10+ years Business and Systems Analysis in public safety software development. He has exceptional ability at requirements capture, analysis and documentation and is fully conversant with all aspects of the software product development and implementation life-cycle. He is an experienced software developer of public safety dispatch applications including software development using TriTech's RAPTOR API. He possesses excellent communications and interpersonal skills, is comfortable at all organizational levels and has a solid base of operational experience in public safety communications

Full Curricula Vitae and Resume's are provided in Attachment A.

A project with this level of complexity and time constraints requires a focused approach by each member of its team. The partner responsible for this project will be Joseph (Jay) Fitch, PhD. Dr. Fitch will ensure the coordination of teams and provide overall leadership resulting in a comprehensive study, completed on time and within budget.

The *FITCH* team will be divided into the following project categories with each category having a specific lead based on areas of expertise:

PROJECT CATEGORIES	TEAM MEMBERS
<b>Project Oversight &amp; Governance</b>	Steven Knight, PhD – Partner
<b>Fire / EMS</b>	Chief Steven Knight, PhD Bruce Moeller, PhD Chief Mike Burton, MA
<b>Financial Analyses</b>	Dianne Wright MPA
<b>Quantitative Analyses</b>	Gang Wang, PhD
<b>GIS Analyses</b>	Brian McGrath
<b>Governance</b>	Chief Bruce Moeller, PhD

## **PAST EXPERIENCE WITH SIMILAR STUDIES**

*FITCH* has over thirty years of experience working with fire and emergency medical service agencies and is an industry leader in deployment and system design. Similar to this RFP, the firm has evaluated systems with the desire to increase effectiveness and improve system wide efficiencies while eliminating service gaps and/or redundancies. In each case, there was either a desire to maximize operational and economic efficiencies or a structural budget deficit providing emphasis to identify alternatives to control future costs or reduce current costs.

While common themes may emerge across communities, each community is unique as they may have different expectations for service, different willingness to assume risk, and variability in either desire or ability to fund services. Four specific studies have been recently completed that are well aligned with the scope of work requested in this RFP and focus on the maximization of regionalized efficiencies in the most economically and operationally effective manner. These studies include Burnsville, MN; Pender County, NC; Guilford County, NC; and Lake County, FL.

All of the examples provided were consultancies conducted in multi-agency environments where a deep understanding of the desired services and community specific issues from each community was vital to the success of the project. *FITCH* has an excellent reputation for first seeking to understand and then developing realistic strategies that both enhance effectiveness and efficiency while accounting for community specific elements and amplifying existing strengths.

## **Firm Experience & References**

In addition to the intuitive strengths derived from leadership in the emergency services field and more than three decades of consulting, *FITCH* also offers specific expertise gained from multiple projects that required similar expertise to the one proposed. *FITCH* has evaluated numerous communities' needs and provided leadership in a variety of projects that involved collaboration by many different agencies for the common good. We have an ability to keep focused on the final result while keeping the planning process moving.

*FITCH* is uniquely qualified to conduct the agencies' Fire Rescue Consolidation Feasibility Study. *FITCH* specializes in public safety consulting and has direct experience with assignments similar to yours.

### **City of Burnsville, MN**

The City of Burnsville, MN was the point agency in a five-city shared services study. The participating cities were the Cities of Burnsville, Eagan, Savage, West St. Paul, and South St. Paul. The Cities of West and South St. Paul entered into a Joint Powers Agreement (JPA) forming the South Metro Fire Department that pre-dated the shared services study.

Two of the fire departments were career departments, one department was entirely volunteer, and one of the departments were a combination of volunteer and duty-crews from 8 am to 4 pm Monday through Friday. In addition, the Cities of West and South St. Paul were not of contiguous jurisdiction with the other participating agencies.

Overall, the study demonstrated that the cost to benefit ratio did not support the formation of an independent fire district at this time. In addition, three different JPA models were evaluated that ultimately found one JPA model that would be mutually beneficial to the region. However, the agencies were provided a framework for long-term success and regional consolidation by including additional regional partners that would assist in more equitably sharing the costs for services, providing similar service levels, and contiguous jurisdictions for seamless and borderless service delivery.

The contact for this project is BJ Jungmann, Fire Chief, City of Burnsville, MN. He can be reached at 952-895-4570 or [BJ.Jungmann@ci.burnsville.mn.us](mailto:BJ.Jungmann@ci.burnsville.mn.us).

### **Pender County, NC**

FITCH was hired in 2020 to evaluate the collective of fire and EMS services within Pender County and develop strategic initiatives and implementation strategies for an effective, efficient, and sustainable future. Alternatives and recommendations will be publicly shared in August/September 2021.

The primary contact for this project is Chad McEwen, County Administrator. He can be reached at [cmcewen@pendercountync.gov](mailto:cmcewen@pendercountync.gov).

### **Lake County, FL**

Lake EMS hired Fitch & Associates to conduct an operational evaluation of the County EMS agency and the 13-municipal first response fire departments. During the EMS evaluation and planning efforts, the Lake EMS Board of Directors and the Lake County Commission asked to conduct additional work to evaluate the feasibility of converting the independent Lake EMS agency into a County 3<sup>rd</sup> service model or consolidate into the County Fire Department. Implementation strategies were provided for all alternatives as well as maintaining the status quo with comprehensive fiscal, staffing, and operational considerations.

The contact for this project is the EMS Administrator Jerry Smith. He can be reached at 352-267-2413 or [jsmith@lakecountyfl.gov](mailto:jsmith@lakecountyfl.gov).

**Guilford County, North Carolina**

Guilford County contracted with the firm to complete a Fire Master Plan and Standards of Cover. *FITCH* was retained to facilitate the establishment and adoption of risk-based deployment strategies. The review identified and quantified risks and provided the operational and fiscal impacts to alternatives to the current service delivery model that best aligns risk, demand, and resource allocations.

The contact for this project is Emergency Services Director Jim Albright. He can be reached at 336-451-6721 or [jalbrig@guilford-es.com](mailto:jalbrig@guilford-es.com).

Additional client references, case studies, and testimonials are available on the firm's website at [www.fitchassoc.com](http://www.fitchassoc.com).

## COSTS

This proposal encompasses the development and delivery of a *Consolidation Feasibility Study*, inclusive of all items outlined in the scope of work and deliverables sections of the RFP, and includes three on-site visits, one to two public input meeting (as desired) and a formal presentation of the final results. This proposed pricing is an all-inclusive fixed cost fee that is not to exceed \$54,975.

**Table 1: Proposed Fees and Expenses**

Project Activity	Costs
Professional Service Fees	\$54,975
Travel Expenses	Included
<b>All Inclusive Project Total</b>	<b>\$54,975</b>

**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

The ARPA Visioning Committee, appointed by the Livingston City Commission, has further limited those categories to the following:

1. Support public health response.
2. Address negative economic impacts or those disproportionately impacted.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

**Applications are due no later than September 15, 2022, 11:59pm. Please submit electronically to the following email address:**

**[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)**

**Incomplete or late applications will not be accepted.**



**City of Livingston ARPA Eligibility Determination**

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input type="radio"/>	Support public health response.
<input checked="" type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input checked="" type="radio"/>	COVID Prevention in Congregant Settings
<input type="radio"/>	PPE - Personal Protective Equipment
<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
<input type="radio"/>	Payroll Costs for Public Health Staff and Responders
<input type="radio"/>	Mental Health or Substance Use Services
<input type="radio"/>	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input checked="" type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
<input type="radio"/>	Other Economic Support
<input type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
<input type="radio"/>	Housing Support: Affordable Housing
<input type="radio"/>	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

Is your organization a qualified 501c3 or 501c6?  Yes  No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - o If yes, provide name and address along with letter of support and fiscal sponsorship.

## ORGANIZATION INFORMATION

### 1. Organization Name, Address, City, State and Zip

Park County Senior Citizens Corporation  
206 South Main Street, Livingston, MT 59047

## PROJECT OVERVIEW

### 2. Budget and Amount of Request

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

Loss of membership dues - 997 X\$10/year:	\$9,970.00
Recovered membership dues since reopening - 133 X\$20/year:	(\$2,660.00)
Floor Replacement in Lewis Street Lobby (carpet replaced with laminate)	<u>\$6,000.00</u>
Total Requested:	\$13,310.00

### 3. Project Description

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

Our project is twofold: 1) recovering our lost membership dues attributed to the lockdown of 16 months, allowing us to increase the number of programs, and 2) replacing old musty carpet in the Lewis Street lobby with laminate flooring, more appropriate to mitigate the spread of germs, and of COVID-19.

### 4. Who Does This Project Directly Serve?

In the box below please description who this project serves and how it serves a community need directly and tangibly.

- 1) Our project will serve the senior population of Park County (almost 1/3 of its total population). More specifically by recovering the lost revenue, it will allow us to increase the number of programs offered to the senior population (such as day-trips), bring them out of isolation, and reduce depression and loneliness in this very vulnerable age group.
- 2) The replacement of our old carpet with new laminate flooring would help mitigate the spread of germs and potentially of COVID-19 between our residents, their guests, and other visitors, approximately 60 people a day.

## 5. Measureable Outcomes and Deliverables

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

- 1) By making more interesting programs accessible to more seniors (such as day-trips, scholarships for some activities, informative sessions given by subject-matter experts, etc.), more people will come to the senior center to socialize with others. We will be able to measure the impact by the number of members joining the Senior Center.
- 2) Replacing our old carpet with laminate flooring in the Lewis St lobby will help reduce the spread of COVID-19, benefitting around 60 people a day, between residents, guests, and other visitors.

## 6. ARPA Statement

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

- 1) Prior to the pandemic, our membership-based nonprofit had 997 members - an annual revenue of almost \$10,000. When we closed for 16 months, members disappeared, taking with them dues and potential donations. Recovering that loss would allow us to expand our programs and help the seniors come out of depression and loneliness.
- 2) 60+ seniors/day walk on our carpet and many use our elevator. A new easy-to-clean laminate floor would help mitigate the spread of COVID.

## 7. Implementation Plan

Please describe in the box below how you will implement the project in a timely manner.

- 1) The revenue that we would recover would allow us to offer more programs to seniors like day-trips and/or scholarships to attend some events. Such activities could be organized when the weather is nice so most likely next spring/summer, or sooner depending on when the funds would be available.
- 2) The new laminate flooring could be installed within 3-6 months from the release of funds.

## 8. Reporting Requirements

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

Yes we do.

**9. Other Funding Sources**

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they much be declared in full with documentation below.

We have not received any funding from ARPA or other Federal funds. We applied for ARPA funds three times through the County, and our request was declined three times. The Senior Center is not receiving any government funding at this time and has not received any government funding in years.

**APPROVAL AND AUTHORITY TO PROCEED**

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do <u>NOT</u> recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.

Address any reply to: 2033 6th Ave., Seattle, Wash. 98121

Department of the Treasury

District Director  
Internal Revenue Service

Date:

March 27, 1970

In reply refer to:

425:ARU

SEA:EO:70-213



▷ Park County Senior Citizens Corp.  
206 South Main  
Livingston, Montana 59047

Based on information supplied, we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code as an organization formed for religious, charitable, scientific, testing for public safety, literary or educational purposes or for the prevention of cruelty to children or animals. This determination assumes your operations will be as stated in your exemption application. Any changes in operation from those described, or in your character or purposes, must be reported immediately to your District Director for consideration of their effect upon your exempt status. You must also report any change in your name or address.

In this letter we are not determining whether you are a private foundation as defined in new section 509(A) of the Code. Your attention is invited to new section 508(B) of the Code which sets forth requirements for establishing that an organization exempt under section 501(c)(3) is not a private foundation. When procedures are developed to implement these new requirements, we will advise you how to proceed to notify the Internal Revenue Service if you do not believe yourself to be a private foundation.

For years beginning prior to January 1, 1970, you are ~~not~~ required to file an annual information return, Form 990-A. That return, if required, must be filed on or before the fifth month after the close of your annual accounting period. For each subsequent year, please refer to the instructions accompanying the Form 990-A for that particular year to determine whether you are required to file. If filing is required, you must file the Form 990-A by the 15th day of the fifth month after the end of your annual accounting period.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter, we are not determining whether any of your present or proposed activities is unrelated or business as defined in section 513 of the Code.

PIT  
\$5,200

**CITY OF LIVINGSTON  
ARPA – BUCKET A  
SOLICITATION FOR REQUESTS FOR FUNDING  
August, 2022**

The City of Livingston has received a pool of funding from the American Rescue Plan Act (ARPA) for Local Recovery Funds. This funding is commonly referred to as “ARPA Bucket A”. The Livingston City Commission formed an ARPA Visioning Committee to help guide the process of distributing these limited one time funds to their highest and best use. That Committee was formed through Resolution 5027 (see link):

[ARPA Visioning Ad-Hoc Committee | Livingston, Montana \(livingstonmontana.org\)](https://www.livingstonmontana.org/ARPA-Visioning-Ad-Hoc-Committee)

Through their collaborative work, the ARPA Visioning Committee, as appointed by the Livingston City Commission, has recommended that the eligible categories for funding be limited to the following:

1. Support public health response related to COVID-19.
2. Address negative economic impacts or those disproportionately impacted directly related to COVID19.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

These recommendations were accepted by the Livingston City Commission on 8/9/2022, along with the recommendation to open the Grant Solicitation process for those meeting the above criteria to request funding through a competitive process.

If your project or program meets eligibility criteria and you wish to apply for funding, please complete the form and send in all required attachments as directed in the form. *Incomplete applications will be returned.*

The application submission process will open on August 15, 2022.

The deadline to apply is September 15, 2022 at 11:59pm. *Late applications will not be accepted.*

Completed Applications should be submitted electronically via email to:

[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org).

**Our Process**

All applications received will be reviewed to confirm eligibility, as they are received and no later than September 16, 2022. Applications which are confirmed to be eligible will be reviewed by the ARPA Visioning Committee for a recommendation to the Livingston City Commission on or before September 30, 2022. Final decisions for funding will be made by the Livingston City Commission in the regularly scheduled commission meeting on October 18, 2022.

**Key Dates**

Application Period Opens	August 15, 2022
Deadline to Apply for Funding	September 15, 2022
First Committee Review	September 22 and 29, 2022
Recommendations to the Livingston City Commission	September 30, 2022
Livingston City Commission Funding Decision	October 18, 2022

Late or incomplete applications will not be accepted.

All applications should be emailed to [citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org).

**Special Note: ARPA funds are federally regulated and "duplication" of funding is not permitted under any circumstance.**



**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

The ARPA Visioning Committee, appointed by the Livingston City Commission, has further limited those categories to the following:

1. Support public health response.
2. Address negative economic impacts or those disproportionately impacted.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

**Applications are due no later than September 15, 2022, 11:59pm. Please submit electronically to the following email address:**

**[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)**

**Incomplete or late applications will not be accepted.**



**City of Livingston ARPA Eligibility Determination**

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input checked="" type="radio"/>	Support public health response.
<input type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input type="radio"/>	COVID Prevention in Congregant Settings
<input type="radio"/>	PPE - Personal Protective Equipment
<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
<input type="radio"/>	Payroll Costs for Public Health Staff and Responders
<input type="radio"/>	Mental Health or Substance Use Services
<input checked="" type="radio"/>	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
<input type="radio"/>	Other Economic Support
<input type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
<input type="radio"/>	Housing Support: Affordable Housing
<input type="radio"/>	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

Is your organization a qualified 501c3 or 501c6?  Yes  No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - If yes, provide name and address along with letter of support and fiscal sponsorship.

## ORGANIZATION INFORMATION

### 1. Organization Name, Address, City, State and Zip

City of Livingston  
Parks & Trails  
220 East Park St.  
Livingston, MT 59047

## PROJECT OVERVIEW

### 2. Budget and Amount of Request

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

The request is for \$5,200 to reprint the Livingston/Park County Parks & Trails Recreation map. This amount covers printing of 3,000 11x17 100# gloss aqueous maps and 3,000 11x17 maps on UV 8 pt SmartFlex paper (\$4,600) and graphic design services (\$600, est.). GIS services are in-house.

### 3. Project Description

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

This map helps residents and visitors find trails, parks and recreational sites in Livingston and Park County. These sites saw record numbers of users after the start of COVID as people sought outdoor public areas for recreation, socializing, family time and to stay healthy. The initial map supply, 6,000 printed in 2019, is almost depleted.

### 4. Who Does This Project Directly Serve?

In the box below please description who this project serves and how it serves a community need directly and tangibly.

The map has been used by seniors, bicyclists, hospital clients, students, recreationists, tourists, dog owners and others looking for access to outdoor recreation sites in Livingston and throughout Park County. It identifies amenities at each site so users know what to expect as well as connections between key community locations. It has been popular with visitors, including travelers, friends and families from out of state seeking outdoor experiences of various kinds, especially to minimize indoor health

## 5. Measureable Outcomes and Deliverables

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

One key measure is the demand for the maps themselves. Almost 6,000 maps have been distributed since they were first available in 2019, with some entities, such as medical clinics, schools, senior centers, recreational groups, outdoor stores and the Chamber repeatedly asking for additional copies. We would continue to track distribution of the reprinted maps and ask for feedback on their usefulness.

## 6. ARPA Statement

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

Exercising outdoors became critically important when COVID hit and indoor activities, including use of exercise facilities at schools, clinics and private gyms, were greatly restricted. Use of our parks, trails, campgrounds and dog-friendly areas increased dramatically. People needed to know where to go to exercise, socialize, camp, fish and walk their dogs; this map showed the diversity of locations to spread that use out.

## 7. Implementation Plan

Please describe in the box below how you will implement the project in a timely manner.

See attached, as a problem with the formatting precludes using this box.

## 8. Reporting Requirements

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

Yes. It will involve reporting on five aspects of the project:

- \* Progress with the GIS analyst
- \* Confirmation from local, state and other governments as needed
- \* Final design by graphic artist
- \* Printing
- \* Distribution

## 9. Other Funding Sources

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they much be declared in full with documentation below.

## APPROVAL AND AUTHORITY TO PROCEED

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do NOT recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.

PCTEC

\$55,000 -

**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

The ARPA Visioning Committee, appointed by the Livingston City Commission, has further limited those categories to the following:

1. Support public health response.
2. Address negative economic impacts or those disproportionately impacted.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

**Applications are due no later than September 15, 2022, 11:59pm. Please submit electronically to the following email address:**

**[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)**

**Incomplete or late applications will not be accepted.**

Missing - PCTEC NP.  
Determination

**City of Livingston ARPA Eligibility Determination**

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input type="radio"/>	Support public health response.
<input checked="" type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input type="radio"/>	COVID Prevention in Congregant Settings
<input type="radio"/>	PPE - Personal Protective Equipment
<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
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<input type="radio"/>	Mental Health or Substance Use Services
<input type="radio"/>	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input checked="" type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
<input type="radio"/>	Other Economic Support
<input type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
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<input type="radio"/>	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

Is your organization a qualified 501c3 or 501c6?  Yes  No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - If yes, provide name and address along with letter of support and fiscal sponsorship.

## ORGANIZATION INFORMATION

### 1. Organization Name, Address, City, State and Zip

Park County Environmental Council, 215 E Lewis St #306, Livingston, MT 59047

## PROJECT OVERVIEW

### 2. Budget and Amount of Request

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

Total Amount of ARPA Funding Requested: \$55,000 - (Partial funding is also appreciated, and will help us leverage matching funds). Total Project Budget: \$142,268. Portion of the budget that is contributed in-kind: \$66,772, Funding secured from High Stakes Foundation: \$10,000 and Funding secured from individual donors: \$10,500 (see attachment)

### 3. Project Description

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

In 2020, PCEC partnered with local organizations to apply for outside resources to assist our community with capacity challenges as a result of COVID. We have been awarded AmeriCorps resources since 2021 to assist non-profit organizations and public services agencies to meet the most pressing needs in our community and complete backlogged tasks. These resources have included: NCC, VISTA, MCC. (see

### 4. Who Does This Project Directly Serve?

In the box below please description who this project serves and how it serves a community need directly and tangibly.

Every term, AmeriCorps resources are directed towards the greatest needs of our community determined by our local nonprofits and local public agencies and fill capacity gaps. Projects are aimed to benefit all Park County residents by resuming an effort with long term public health benefits delayed by COVID, helping local nonprofits stay impactful in the face of continuing COVID challenges, and mitigating environmental impacts from COVID-related tourism increases.

## 5. Measureable Outcomes and Deliverables

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

NCC provides our community nonprofits and agencies 2,560 - 5,760 hours of in-kind labor, bringing \$172,512 of federal volunteer rate value to our community. Livingston Loves Trees will plant 165 trees in two years in community boulevards and public spaces. The Montana Resilience Framework planning process is implemented with project stakeholders focusing on projects to mitigate and adapt to the most pressing issue(s) of climate change.

## 6. ARPA Statement

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

The AmeriCorps project is focused on benefiting all Park County residents by resuming an effort with long term public health benefits that was nearly permanently delayed by COVID; helping local nonprofits stay impactful in the face of continuing COVID challenges; and maintaining our beloved public spaces, while mitigating environmental impacts from COVID-related tourism increases.

## 7. Implementation Plan

Please describe in the box below how you will implement the project in a timely manner.

(See attachment). Work flows and deliverables are determined and framed within the /

## 8. Reporting Requirements

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

Yes, we can provide a program specific cost breakdown, and we have the ability to restrict the funding to only be used for the purposes of this grant. We will provide a detailed profit and loss statement as requested.



### 9. Other Funding Sources

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they much be declared in full with documentation below.

We did not receive and will not be applying for any additional federal or state funding to support this program.

### APPROVAL AND AUTHORITY TO PROCEED

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do <u>NOT</u> recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.

## Park County Environmental City of Livingston ARPA Fund Request

More details for some of the boxes that did not allow for certain formatting and information.

### 3. Project Description

The COVID-19 pandemic has generated worldwide social and economic upheaval, and Park County, like many rural communities in the United States, has experienced disproportionately high levels of infection and economic fallout. Mental and physical health and economic well being are worse than prior to the pandemic. COVID has had negative impacts on all the sectors of our local economy, from outdoor recreation and tourism to agriculture. Local businesses, nonprofits, and public service entities are struggling to secure resources and staff. For example the City of Livingston has had difficulties recruiting seasonal workers for parks and trails maintenance since the beginning of the pandemic. These impacts are compounded by the inflated housing market and the scarcity of available housing, especially affordable housing. Many social and environmental programs were canceled or put on hold, mirroring the public health crises experienced by so many across our country. Our grassroots organizations have struggled to keep up with the increasing impacts and demands to deliver on our missions.

In response, in 2020, Park County Environmental Council partnered with other organizations to apply for outside resources to assist our community with capacity challenges as a result of COVID. We have been awarded AmeriCorps resources since 2021 to assist non-profit organizations and public services agencies to meet the most pressing needs in our community and achieve their goals and backlogged tasks. These resources have included:

- **National Civilian Community Corps (NCCC) (2021/22):** a team-based residential service program, sent 8-12 people for 6-12 weeks to serve our community full time. Representing a wide variety of socioeconomic, cultural, geographic, and educational backgrounds they completed a variety of hands-on service projects, responding to local communities' needs, and this year helped with flood relief and emergency response.
- **Montana Conservation Corps (MCC) (2022):** a team-based program with a focus to complete conservation projects in local communities, national forests, state and national parks, wildlife refuges, and federally designated wilderness areas; this year, they stepped in to assist PCEC with flood and disaster relief volunteer coordination services.
- **Volunteers in Service to America (VISTA) (2022/23):** sends one person to work in a rural low-income community for a year, building capacity and working on volunteer development. PCEC's VISTA is part of the Montana Resilience Cohort led by National Center for Appropriate Technology (NCAT) and MT Campus Connect, with a particular focus on communities that have not yet undertaken resilience planning. The Resilience Cohort promotes educational initiatives in resilience, climate adaptation, and mitigation for students and the public, so that we can better prepare for the impacts of climate change, such as natural disasters like the massive flooding we just experienced.

Thanks to these partnerships, capacity from Americorps has arrived when our community needed it most, providing direct COVID relief, assisting in outreach and education to our residents and tourism sector, and helping put essential community projects back on track.

These volunteers also helped our social programs address our community needs, such as hunger, mental and physical health, climate change mitigation and sustainable waste projects. AmeriCorps resources are not exclusive to PCEC projects, they are shared with a variety of area non-profits and agencies. Some examples of the projects and partners that our AmeriCorps teams assisted with have included:

- Staffing **Park County Community Foundation's Give a Hoot** help desk;
- Planting urban food gardens, building compost bins and weekly weeding efforts with **Farm to School Park County**;
- **Western Sustainability Exchange** Farmer's Market support, ensuring COVID safety protocols are met while facilitating the zero waste compost station;
- Completed door to door data collection for the **Park County Health Department** to update the Community Assessment for Public Health Emergency Response (CASPER) survey;
- Mowed and cleaned up trash along parks and trails, in the cemetery, along the river, near the transfer station, and in the city's green waste piles with **City of Livingston Parks Maintenance** team;
- Planted and watered 65 new city trees with **Livingston Loves Trees**, while conducting community outreach for an annual urban forestry project aimed to mitigate the impacts of climate change and threats of the emerald ash borer, while educating and involving community members in tree planting and care;
- Conducting multiple trail stewardship and maintenance days with **Livingston Bike Club** and the National Forest Service;
- Providing trailhead education on environmental ethics and bear safety to visitors of a wilderness area with **AB Wilderness Foundation**, which saw a 50% increase in visitation from 2019-2021, driven largely by COVID-related tourism changes;
- Provided extra hands for **ASPEN** for a safe house relocation project;
- Teamed with NCCC to assist with immediate clean up efforts for home and business owners in response to the flood and staffed the communication team with **Park County Emergency Response** at incident command;
- MCC stepped in to help **PCEC** with **volunteer coordination for flood relief**, reaching out to flood victims, updating centralized flood cleanup databases, conducting site visits and matching skills with needs, ensuring that safety protocols and appropriate tools were on hand, and participating in clean ups and debrief sessions.
- AmeriCorps VISTA started in August 2022, with a goal to implement the Montana Community Resilience Framework. Partners are to include **MSU Extension Office, Yellowstone Bend Citizens Council, City of Livingston Conservation Board, LiveWell49, local government and more**. The goal is to produce and work towards a Community Resilience Plan.

Our hope is to keep building on our local partnerships and continue to leverage our relationship with service agencies that help to serve our community. These resources have been invaluable to our organizations as well as reigniting our culture of volunteerism. As partners, we provide invaluable expertise, mentorship, and opportunities to Corps Members. In turn, we receive hard-working and eager-to-learn crews to help accomplish priority projects in a cost- and time-effective manner.

### **2023 Initiatives**

In 2023 PCEC will continue to bring additional resources to our community to address critical capacity gaps with AmeriCorps VISTA and 2023 NCCC. We are also working to

develop a project with partner nonprofits and public land agencies to bring MCC to our community.

**AmeriCorps VISTA Climate Resilience Plan.** In collaboration with the NCAT, PCEC is hosting an AmeriCorps VISTA Resilience volunteer for a one year term to create a climate resilience plan for Livingston and Park County. "Resilience" in this instance refers to social systems, physical infrastructure, and appropriate technologies that allow a community to withstand hardship, seize opportunities, anticipate future challenges, and proactively develop local solutions. The VISTA volunteer will work with the community to promote conversation, educational outreach, and medium- to long-term planning initiatives that will address climate mitigation and adaptation strategies.

**NCCC.** PCEC will apply for a NCCC team for spring/summer of 2023. Our role as the sponsor organization is to fulfill the requirements of AmeriCorps as a host site, providing supervision, securing housing, conducting orientation, and organizing in-service learning. By providing the structure, nonprofits and agencies get to use the resource without the expense and time it takes to manage and accommodate the team. Farm to School Park County, Park County Community Foundation, Western Sustainability Exchange, ABWilderness Foundation and the City of Livingston Parks and trails maintenance team have all expressed interest in a 2023 partnership to help bring the team to our community for a third year.

**Livingston Loves Trees.** One very tangible benefit to the City from AmeriCorps members is PCEC's Livingston Loves Trees (LLT) program, a collaborative effort with the City Tree Board and a group of local volunteers. Livingston has historically valued trees and is a "Tree City". However, the majority of community trees are ash, putting our community forest at risk for damage by invasive species such as the emerald ash borer. The most recent (2014) tree survey identified hundreds of vacant spaces in need of trees along our boulevards and in our parks. LLT has a goal of planting 1,000 trees in Livingston over the next 10 years. In 2022, with the help of AmeriCorps members, LLT planted a diverse mix of 65 hardy, young trees through an Adopt-a-Tree program. In addition, the team distributed care and watering guides and sent watering reminders during dry, hot periods. For 2023, LLT is aiming to plant 100 trees on boulevards, at schools, and potentially in other public spaces. The program has received an enthusiastic reception by city residents.

**MCC.** With local partners, developing a project with MCC to work on projects with a public benefit that will help some of the following already identified values and objectives of the City: trail construction and maintenance; habitat restoration; native plant restoration; public park enhancement; road decommissioning; noxious weed eradication; fence building or removal and fuels reduction.

#### **4. Who Does This Project Directly Serve?**

Every term, Americorps resources are directed towards the greatest needs of our community determined by our local nonprofits and local public agencies and fill capacity gaps. Projects are aimed to benefit all Park County residents by resuming an effort with long term public health benefits delayed by COVID, helping local nonprofits stay impactful in the face of continuing COVID challenges, and mitigating environmental impacts from COVID-related tourism increases. The trees planted through the Livingston Loves Trees project will benefit our entire community for decades to come, eventually provide cooling shade for people walking on sidewalks, public spaces and homes, and shelter people and structures from our infamous wind. These trees are a long-term investment that will make our community more comfortable and safe in our increasingly hot summers and are a sign of hope for all after the difficult years

of the pandemic. The VISTA community resilience cohort project will enable the organization to understand the community's needs on a deeper more authentic level by involving the voices of those living in poverty and other vulnerable populations in our program areas.

The urban improvement work benefits all people, especially at-risk and vulnerable groups that have fewer opportunities to experience the benefits of nature. It is expensive to ski, fly fish, float the river, backpack and even to drive to trailheads in the national forests. Creating and nurturing urban open spaces and local parks and trails make experiencing the outdoors more equitable and accessible to all people. When these areas are in bad shape, our low income areas become isolated and degraded, affecting the mental and physical health of our communities. Now more than ever, we need to invest in our community's well-being, especially in areas that have borne the brunt of the COVID pandemic. Our trails, parks, and open spaces are increasingly important resources for our community, but their upkeep has been detrimentally affected for years by lack of resources, especially during COVID.

## **5. Measurable Outcomes and Deliverables**

PCEC's role is to serve as project lead between Americorps and partners. We apply for resources, and determine scheduling while balancing the work plans for all so project partners can work to fulfill their missions with additional hands-on capacity. Deliverables and outcomes for NCCC are based on the following two years, and VISTA and MCC are anticipated.

### **NCC Measurable Outcomes:**

- NCC provides our community nonprofits and agencies 2,560 - 5,760 hours of in-kind labor
- Four members assist with WSE's farmers market every Wednesday from 1pm-8pm
- Ten members assist F2SPC in school gardens every Friday from 8am-5pm
- Two members assist PCCF to help nonprofits with their Give-A-Hoot campaigns
- Four members at two popular trailheads assist ABWF every weekend as Trail Ambassadors
- Ten members assist Livingston Love's Trees for a week to plant 100 trees
- Five to ten members assist City of Livingston parks and trails maintenance team every week
- Livingston Loves Trees will plant 100 trees in community boulevards and public spaces

### **VISTA Measurable Outcomes**

- The Montana Resilience Framework planning process is implemented with project stakeholders with a focus on the most pressing issue(s) of climate change. A community and climate resilience stakeholder group is formed, materials specific to climate adaptation planning and community resilience is compiled in a resource library.
- A Community Resilience Plan is drafted and that can be built on with future VISTAs and through the coalition that is built with interested stakeholders.
- Recommendations for resilience projects in Livingston and Park County by drawing upon the resources of project partners, including LiveWell49, and the Climate Smart Montana Network.

## **6. ARPA Statement**

The quality of our outdoor public and natural spaces is the bedrock of our community. COVID has brought increased impacts to our outdoor public spaces that are compounded by an influx of local, national, and international tourism, resulting in the degradation of these areas.

The AmeriCorps project is focused on benefiting all Park County residents by resuming an effort with long term public health benefits that was nearly permanently delayed by COVID; helping local nonprofits stay impactful in the face of continuing COVID challenges; and maintaining our beloved public spaces, while mitigating environmental impacts from COVID-related tourism increases.

Goals and outcomes affecting our missions include stimulating and re-engaging our community with a culture of volunteerism and mutual support in a time of COVID, while helping to launch and advance community projects that have been delayed due to COVID related issues.

## 7. Implementation Plan

Work flows and deliverables are determined and framed within the AmeriCorps NCCC, VISTA MCC timelines. Resources are signed up and allocated to PCEC as a host/sponsor or team lead through MOUs and obligations set out before the project with each agency partner. We work with each local partner individually and organize an orientation plan for AmeriCorps resources and partners. Check-ins occur weekly to provide feedback and implement any adjustments as needed for the duration of the project.

	MONTH	VISTA	NCC	LLT
		<b>Sarah/Max</b>	<b>Sarah</b>	<b>Erica</b>
<b>2022</b>	<b>August</b>	Introduce VISTA to community stakeholders	-	Begin community fundraising campaign through Dec.
	<b>September</b>	Conduct interviews//literature review	Call out to partners for 2023 intake	coordinates tree ordering with local suppliers for the 2023 planting and place initial order
	<b>October</b>	Launch MT Resilience Framework for Communities	Call out to project partners for work plans that meet community priorities and needs	Continue to secure funding
	<b>November</b>	Establish community resilience steering committee/stakeholder group	Complete application and workplan	Apply for Americorps and other volunteer resources
	<b>December</b>	Develop a work plan and define the project	Submit Application	-
<b>2023</b>	<b>January</b>	Engage community and establish community priorities	Awarded team and secure dates	Open application period to "adopt a tree" through March 15h
	<b>February</b>	Assess vulnerabilities	Partner Training/Secure housing	Respond to QandA from community about program and tree care

	<b>March</b>	Evaluate existing community plans	Finalize works plans	Place final tree order and begin scouting locations that meet city ordinances and standards
	<b>April</b>	Prioritize resilience needs and develop strategies	Orientation and project launch; projects commence	choose adopt a tree sponsors and coordinate 811 locates through out the community
	<b>May</b>	Develop first draft recommendations	Implement work plan	partners with a local landscaper / Americorps and the tree supplier to plant the trees the 2nd or 3rd week of May
	<b>June</b>	Implement changes and feedback	Implement work plan	Follow up with sponsors on tree care
	<b>July</b>	Final Draft presentation	Close out project	Encourage sponsors to water
	<b>August</b>	Close out project	Partner survey and feedback sessions	Follow up with sponsors on tree care



**WESTERN**  
SUSTAINABILITY  
EXCHANGE

Shannan Mascari  
Western Sustainability Exchange  
PO Box 1448  
Livingston, MT 59047

To Whom it May Concern,

Western Sustainability Exchange hosts the Livingston Farmers Market, every week in June through September. We feature fresh healthy food, and host prepared-food vendors, local craft beer, baked goods, flowers, and arts and crafts. Our event has become a popular place for residents and visitors alike to meet, greet and enjoy our public parks.

I am writing to show my support of Park County Environmental Council's application for ARPA Bucket A funds. The last two years they have managed and provided my team Americorps resources when they were needed most. COVID nearly eliminated our volunteers, and the market had additional pressure to create a safe and healthy environment for all participants. With the extra pressure we were relieved to be able to lean on the extra capacity from the Americorps team.

Is it my understanding that if PCEC is awarded these funds, that they would use the resources to bring a team back in 2023. This resource has helped get projects back on track with the additional tasks of providing hand wash stations, providing extra cleaning and sanitation needed, repairing and installing signs, cleaning bathrooms, providing extra hands at the waste separation station, and so much more.

The Americorps partnership continues to benefit all participants of the Farmer's Market, and provides safe access in our public spaces. We are in support of this partnership program and hope that we can participate every year.

Please contact me with any questions.

Warmest Regards,

Shannan Mascari  
Farmers Market & Administrative Manager  
Western Sustainability Exchange



## BUDGET

**Total Amount of ARPA Funding Requested** **\$55,000**  
(Partial funding is also appreciated, and will help us leverage matching funds)

**Total Project Budget** **\$142,268**

Portion of the budget that is contributed in-kind \$66,772  
Funding secured from High Stakes Foundation \$10,000  
Funding secured from individual donors \$10,500

### Budget Breakdown

**2023 AmeriCorps VISTA and NCCC Program support** **\$31,616**  
NCCC PCEC staff time and wages (2 p/t staff for 3 months) \$7,200  
VISTA program cost to Montana Campus Connect \$8,200  
VISTA PCEC staff time and wages (2 staff 20% time) \$9,216  
VISTA housing support (\$500 per month) \$6,000  
AmeriCorps meals and refreshments \$1,000

**2023 Livingston Loves Trees Project Cost:** **\$28,880**  
100 trees from local nursery @ \$235/tree \$23,500  
Cost of Delivery/Planting 100 trees \$4,000  
200 Stakes, used \$600  
Tree protectors \$400  
Wire \$48  
Label printing \$128  
Tree watering guides printing \$204

**In-kind donations** **\$81,772**  
Americorps VISTA career counseling and training\* \$5,000  
NCCC housing (\$500/night 45 nights Luccock Park donated) \$22,500  
NCCC tree planting day meals \$1,500  
Volunteers (7 volunteers, planning, planting, following up) \$35,000  
Outreach materials research and design \$1,000  
AmeriCorps NCCC Members tree planting (10 people 7 hours) \$16,772

\*The value of the volunteer is 29.95 per hour for the Federal volunteer value (rates) for Montana

Project 49  
\$186,000

**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

The ARPA Visioning Committee, appointed by the Livingston City Commission, has further limited those categories to the following:

1. Support public health response.
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**Applications are due no later than September 15, 2022, 11:59pm. Please submit electronically to the following email address:**

**[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)**

**Incomplete or late applications will not be accepted.**

**City of Livingston ARPA Eligibility Determination**

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input type="radio"/>	Support public health response.
<input checked="" type="radio"/>	Address negative economic impacts or those disproportionately impacted.
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Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input type="radio"/>	COVID Prevention in Congregant Settings
<input type="radio"/>	PPE - Personal Protective Equipment
<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
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<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input checked="" type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
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<input type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
<input type="radio"/>	Housing Support: Affordable Housing
<input type="radio"/>	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

Is your organization a qualified 501c3 or 501c6?

Yes

No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - If yes, provide name and address along with letter of support and fiscal sponsorship.

## ORGANIZATION INFORMATION

### 1. Organization Name, Address, City, State and Zip

Project49

524 W. Lewis St, Livingston, MT 59047

## PROJECT OVERVIEW

### 2. Budget and Amount of Request

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

We would like to propose three budget levels to support our project. Each level is inclusive of the prior totals. We are proposing three options in order to maximize our chances of receiving funds, though the total need is reflected in level three.

**Level 1:** Architectural Drawings and Construction Documents for submittal to the City.

Budget: Architectural Drawings for the renovation of the garage structure  
\$8,000  
Construction Elevations of the garage renovation  
\$4,500  
**Total: \$12,500**

**Level 2:** Infrastructure work to support the garage renovation.

Budget: Rough Plumbing Tap from under Hwy 89 to Teslow Basement  
\$11,000  
Fresh Water Tap to Teslow Basement  
\$8,500  
Plumbing Rough-in to garage/rec center bathroom  
\$5,600  
Finish Plumbing in garage/rec center bathroom  
\$3,300  
Electrical service and main panel to garage/rec center  
\$14,000  
(Level 1 total - Architectural/Construction Drawings)  
\$12,500  
**Total: \$54,900**

**Level 3:** Full renovation support for the garage to indoor recreation space conversion

Budget: Demolition of the existing garage structure, rebuild to create fully operational commercial space housing an indoor recreation center. A full budget spreadsheet is available for this Level of support upon request, but it is too lengthy for this application. The amount requested will be supplemented by additional funds previously raised by Project49 to fund the entire renovation.  
**Total: \$186,000**

### **3. Project Description**

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

Josh Olsen, the Executive Director of Project49, has been collaborating with the Teslow Preservation Group for almost two years to develop a plan to renovate the historic Teslow building and return it to the community good. Project49 acquired the building in September of this year and is focused on identifying unmet needs in the community and providing affordable space for community members, non-profits and local business to meet those needs. The renovation is a large undertaking and will eventually include a climbing gym, office/studio spaces, community meeting/event rooms and exhibition space. Project49 has phased its development plan to bring individual zones into service while others are still in development. The first phase, and the one for which we are seeking support, will be the renovation of the old garage on the side of the building. The engineering analysis indicates that it can be renovated and put into service now, before the rest of the structure is ready for renovation. We will remodel the garage into a bright and inviting indoor play/recreation space for use by the kids in the community. Indoor activity opportunities for local kids are hard to come by in Livingston and we intend to provide an outlet during the prolonged winter months for kids and their parents who do not have the means to access other recreational activities, such as skiing at Bridger Bowl or Big Sky, the Bozeman trampoline park, the Bozeman aquatic center, etc..

\*Please note that we are supportive of the Community Wellness and Recreation Center project and are working to ensure that our efforts are complimentary to that project and not duplicative.

### **4. Who Does This Project Directly Serve?**

In the box below please description who this project serves and how it serves a community need directly and tangibly.

The new indoor recreation space will directly serve the residents of Livingston and will be of particular benefit to kids from lower income families who may not be able to afford more expensive and far away options. Additionally, the completion of the garage renovation will serve as an anchor for the overall project. It will show that there is support for the kind of community focused facility we envision and facilitate fundraising for the larger project. In developing our scope of community need we spent considerable time speaking with informed community leaders including former City Manager Kardoes, staff of the Food Resource Center, staff at LINKS for Learning and others. We have attached letters of support for this project to our application for your review.

### **5. Measureable Outcomes and Deliverables**

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

The outcomes and deliverables for this project will be very concrete and direct. We are undertaking a straightforward construction project and will provide the city with a project plan and milestone chart along with a bi-monthly report outlining the project status.

### **6. ARPA Statement**

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

The impacts of COVID on our community have been felt particularly hard by children, lower income families and small businesses. The loss of income for individual families and tourist revenue for the town as whole has been difficult for all of us. Project49 is acutely aware of the elevated rates of depression and suicide among our youth and this project is a response to that. This funding will directly support providing an affordable, safe space in the community for recreation and will lay the foundation for a larger community-oriented space to directly benefit non-profits and community-based businesses. In doing so, this project will directly address the mental health struggles and economic impacts faced by our community members as a result of this pandemic.

## **7. Implementation Plan**

Please describe in the box below how you will implement the project in a timely manner.

The Executive Director of Project49 is a former General Contractor and federal project manager. We have been working for over two years in coordination with Preserve Montana, DCI engineering and others to develop a redevelopment plan that is comprehensive and workable. Local contractors have been engaged in the stabilization and clean up of the Teslow for years and are ready to assist in the next phase. The groundwork for this project has been laid and with adequate funding in place we are ready to break ground before the end of the year and anticipate having the renovated recreation space open for us by next summer.

## **8. Reporting Requirements**

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

The Executive Director of Project49 has directly managed more than \$30 million dollars in Federal grant funding and assisted in the distribution and administration of \$5 billion in Recovery Act funds. We are well versed in best practices for reporting and intend to provide the City with the needed information.

**9. Other Funding Sources**

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they much be declared in full with documentation below.

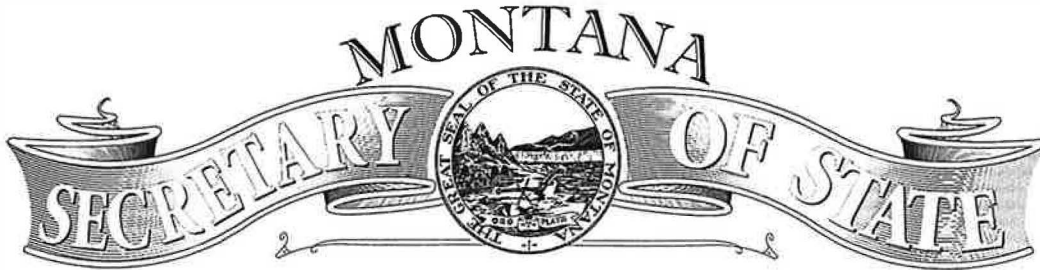
**APPROVAL AND AUTHORITY TO PROCEED**

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do <u>NOT</u> recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.



## CERTIFICATE OF EXISTENCE

I, CHRISTI JACOBSEN, Secretary of State for the State of Montana, do hereby certify that:

Project49

duly filed its Articles of Incorporation for Domestic Nonprofit Corporation in this office on May 31, 2022, and on that date was authorized to transact business in this state for a term of perpetual duration.

Payment is reflected in the records of the Secretary of State for all fees owed to the Secretary of State.

No articles of dissolution have been placed on the record in this office by said corporation and the records indicate the corporation is in good standing under the laws of the State of Montana.

The Secretary of State cannot certify that tax and penalties owed to this state on record with the Department of Revenue are current. Please contact the Department of Revenue at (406) 444-6900 to obtain information on the tax status.



IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the State of Montana, at Helena, the Capital, this 31st day of May, 2022.

*Christi Jacobsen*

Christi Jacobsen  
Montana Secretary of State

Certificate Number: 26817023



## Teslow Grain Elevator is sold to local developer

By John Carroll  
*Enterprise Staff Writer*

A historic building in Livingston will tie to the city's agriculture and railroad industries changed ownership last week and is now positioned for adaptive reuse and commercial development, confirmed parties close to the deal on Wednesday.

The Teslow Grain Elevator building, an iconic 75-foot-high wooden structure on Park Street, was purchased by a nonprofit developer, called Project49, for an undisclosed amount. The seller was the Teslow Preservation Group, a nonprofit organization created in 2016 to save the century-old building from demolition.

"The Teslow is a piece of Livingston history," said Audrey Hall, chairwoman of the Teslow Preservation Group. "The plan is to develop the building and make it sustainable — to preserve the historic landmark and keep it standing."

The development and transformation of the Teslow Grain Elevator project will be led by Livingston resident Josh Olsen, a general contractor and executive director of Project49.

"I am assuming the mission of the Teslow Preservation Group is to preserve the building and reintegrate it into the community," said Olsen, who grew up in the Pine Creek area. "The goal is to retrofit the place and fill some vacant community needs."

Olsen's vision for the Teslow is to create a mixed-use development that will offer space for recreation, artists, professional workers and special events.

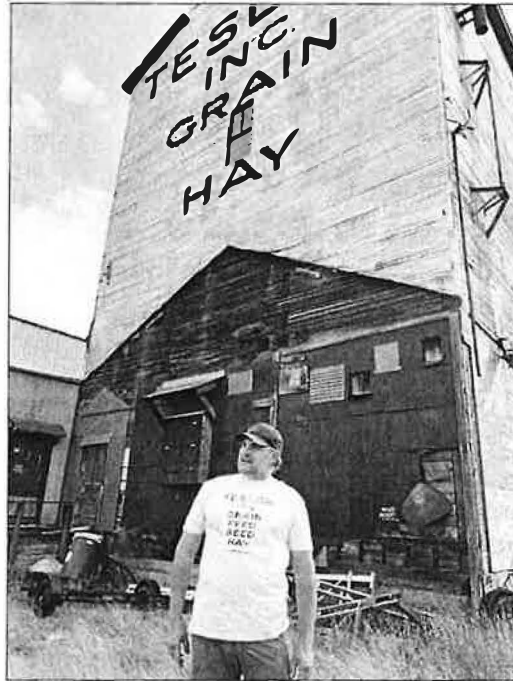
"What to put in a tall, narrow space is part of the challenge," said Olsen, a 2000 graduate of the University of North Carolina. "It's been a long time since the building has been useful."

Invented in the mid-19th century in Buffalo, New York, a grain elevator is a vertical system of conveyors and bins that make transferring grain from a farmer's truck to a railcar for delivery more efficient.

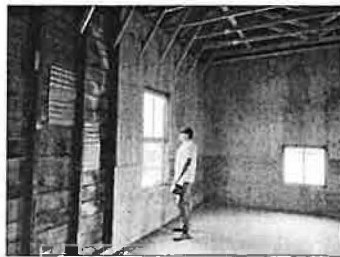
Wooden grain elevators flourished in the early 20th century, especially in agricultural communities, and many were built along railroad tracks, such as the Teslow elevator, which is adjacent to Montana Rail Link.

Olsen said he plans to invest about \$2 million into the Teslow elevator project and is seeking funds from grants, philanthropists and other sources.

"That number is the estimate to take the grain elevator building from where it is



TOP: Josh Olsen, executive director of Project49, stands outside the Teslow Grain Elevator on Park Street. Olsen will direct the development and adaptive reuse of the century-old historic structure.



LEFT: Olsen stands in the penthouse, or "head house," located on the top floor of the Teslow Grain Elevator, which offers 1,000 square feet of event space with 15-foot-high ceilings and stunning views of Livingston and the surrounding mountains.

now being a commercially viable structure for use," said Olsen, who returned to Montana from the East Coast about five years ago. "We have a phased development plan that we will work through as we raise the money. It is really going to be a community effort to get this moving along."

Details of the development include:

- An indoor playground and climbing gym for kids and adults.
- A "maker space," or collaborative work area for artists, creators and builders.
- Event space for board meetings, exhibitions, receptions and weddings.
- "The goal is to get something useful out for the community as soon as possible," said Olsen. "Completion is really dependent on funding, which I can't predict right now. With that said, I anticipate having our first phase, the garage, ready for use by next summer."

In 2020, the Teslow Grain Elevator was added to the National Register of Historic Places.

## GOP's Graham unveils nationwide abortion ban after 15 weeks

WASHINGTON (AP) — Upending the political debate, Republican Sen. Lindsey Graham introduced a nationwide abortion ban Tuesday, sending shockwaves through both parties and igniting fresh debate on a fraught issue weeks before the midterm elections that will determine control of Congress.

Graham's own Republican Party leaders did not immediately embrace his abortion ban bill, which would prohibit the procedure after 15 weeks of pregnancy with rare exceptions, and has almost no chance of becoming law in the Democratic-held Congress. Democrats torched it as an alarming signal of where "Mitt" Republicans are heading if they win control of the House and Senate in November.

"America's got to make some decisions," Graham said at a news conference at the Capitol. The South Carolina Republican said that rather than shying away from the Supreme Court's ruling this

summer overturning Roe v. Wade's nearly 50-year right in abortion access, Republicans are preparing to fight to make a nationwide abortion ban federal law.

"Oh, no, no, no, no, no, we're going nowhere," the senator said while flanked by female advocates from the anti-abortion movement. "We welcome the debate. We welcome the vote in the United States Senate as to what America should look like in 2022."

Reaction was swift, fierce and unwavering from Democrats who viewed Graham's legislation as an extreme example of the far-right's hold on the GOP, and as a political gift of self-inflicted pain for Republican candidates now having to answer questions about an abortion ban heading toward the midterm elections.

"A nationwide abortion ban — that's the contrast between the two parties, plain and simple," Senate

See Graham, Page 5



A dumpster trailer burns at the Livingston Transfer Station late Tuesday evening.

## Late-night fire burns in dumpster trailer

By Cassi Geiser  
*Enterprise Staff Writer*

A fire that broke out in a dumpster trailer around 10 p.m. Tuesday at the Livingston Transfer Station was extinguished by firefighters.

Danielle Babcox, firefighter and public information officer for Park County Rural Fire District, which responded to the blaze along with Livingston Fire & Rescue, said the cause of the fire was natural combustion.

Babcox said the fire broke out inside a closed metal

dumpster trailer, which appeared to contain wood, metal and cardboard.

For the second time this week, Livingston Fire & Rescue had to use its fire ladder, as they did on the NY Timber fire that took place early Monday, Babcox said.

The city of Livingston helped to assist the fire department with removing doors and back portions of the trailer so that firefighters could access any possible hazards.

There were no injuries or property loss in the incident.

## Queen Elizabeth II lies in state after solemn procession

LONDON (AP) — The coffin of Queen Elizabeth II left Buckingham Palace for the last time Wednesday, borne on a horse-drawn carriage and saluted by cannons and the tolling of Big Ben, in a solemn procession through the flag-draped, crowd-lined streets of London to Westminster Hall. There, Britain's longest-serving monarch will lie in state for the world to mourn.

Her son, King Charles III, and his siblings and sons marched behind the coffin, which was topped by a wreath of white roses and her crown resting on a purple velvet pillow.

The queen will lie in state for four days until her funeral Monday, with hundreds of thousands of people expected to file past. Eight pallbearers carried the oak and lead-lined coffin into Westminster Hall, placing it on a raised platform known as a catafalque.

Shortly after 5 p.m., members of the public were allowed to file past the coffin, in the center of the vast medieval hall. People flowed in two lines in a silent river of humanity.

They moved down steps under the hall's great stained glass window, then past the coffin at a steady pace. There were parents with children, couples hand in hand, veter-

ans with medals clinking on navy blue blazers, lawmakers and members of the House of Lords.

Some wore black or suits and ties, others: jeans and sneakers. They had waited hours for a journey past the coffin that lasted only a few minutes.

Many were in tears as they approached the casket. Some doffed their hats and one curtsied. One fell to one knee and blew a kiss.

The military procession from Buckingham Palace was designed to underscore the queen's seven decades as head of state as the national mourning process shifted

to the grand boulevards and historic landmarks of the U.K. capital.

Thousands who had waited for hours along The Mall outside the palace and other locations along the route held up phones and cameras, and some wiped away tears, as the procession passed. Applause broke out as the coffin passed through Horse Guards Parade. Thousands more sat in nearby Hyde Park watching on large screens.


The coffin was draped in the Royal Standard and topped with the Imperial State Crown — encrusted with almost 3,000 diamonds — and a bouquet of flowers and plants, including pine from the Balmoral

Estate, where Elizabeth died on Sept. 8 at the age of 96.

Two officers and 32 troops from the 1st Battalion Grenadier Guards in red uniforms and bearskin hats walked on either side of the gun carriage. The 30-minute procession ended at Westminster Hall, where Archbishop of Canterbury Justin Welby led a service attended by Charles and other royals.

"Let not your heart be troubled: ye believe in God, he believe also in me. In my Father's house are many mansions: if it were not so, I would

See Queen, Page 5



Let's celebrate 75 years of building Montana communities.  
 Join us for family events, live music, food and beverages!

**120 N 2nd St**  
**September 15, 4-8 PM**

February 28, 2022

Montana Department of Commerce  
Community Development Division  
Re: Montana Historic Preservation Grant

To Whom It May Concern,

Livingston, Montana has long been known as the Northern gateway to Yellowstone National Park, beginning in 1883 when the railroad began transporting visitors from the eastern seaboard to experience "Wonderland." Livingston continues to welcome visitors from throughout the world to some of America's greatest treasures while also serving as the hometown to many Park employees.

In my years in Yellowstone, beginning in 1979 and later as its Superintendent for almost a decade, I always valued Livingston as a historic western town and a valuable resource for tourists and Yellowstone employees and their families. Livingston's Teslow grain elevator is a defining feature of this corner of the West. It harkens back to Livingston's industrious history and defines the landscape for miles around. I fully support Project49's rehabilitation of this iconic structure. It preserves an important piece of our past while providing much needed space for area businesses.

All of us who have lived and worked in the greater Yellowstone area are acutely aware of the pressures that increasing tourism and population are putting on the resources in Park County. In an area with limited opportunity for expansion, the renovation of the Teslow building has the potential to alleviate some of that pressure by creating inspiring and affordable commercial space while preserving an iconic symbol of this gateway town.

Please support Project49 efforts to restore the Teslow grain elevator, a legacy of Livingston's history and an opportunity to embrace the Livingston's future.

Best regards,

A handwritten signature in black ink that reads "Dan Wenk". The signature is written in a cursive style with a large, prominent "D" and "W".

Dan Wenk

Retired Superintendent, Yellowstone National Park.



# PRESERVE MONTANA

February 22, 2022

MHPG Grants Review Committee  
Montana Department of Commerce  
301 S. Park Ave  
Helena, MT 59601

Dear Grants Review Committee,

We heartily support the proposal by Project 49 for an MHPG grant to support the structural reinforcement and exterior shell renovation on the Billy Miles and Bro. Grain Elevator in Livingston. Known today as the Teslow Grain Elevator, this is one endangered structure that has the potential to become one of the most impressive preservation projects ever undertaken in our state.

Built in 1906, the elevator stands at the eastern gateway to downtown Livingston. Like thousands of country grain elevators across Montana and the plains of North America, it is no longer in use. And in fact this elevator was at risk in 2016 when it was damaged by a wind storm and threatened with demolition. A community group formed to Save the Teslow, and so they did. Preserve Montana was pleased to work with the citizens of Livingston on a feasibility study for its reuse, and to complete a listing of this grain elevator in the National Register of Historic Places in 2020.

Country grain elevators stand as a reflection of the importance of agriculture and railroad history to our communities and our state. Sadly, in many places they have become obsolete and are now one of the most endangered property types. They are very large, purpose-built and difficult to rehabilitate. All across rural America they are rapidly disappearing. Yet it can be done, and when done well, these buildings can be beautiful.

The proposal by Project 49 to take this elevator in hand and repurpose it is truly ambitious, and promises to be a model project for others to follow. Rehabilitating this structure to house a mix of community education, events and commercial businesses is an imaginative way to bring the building back into use, bolster the local economy and provide one-of-a-kind space that will draw visitors and businesses to downtown Livingston.

For all of these reasons, this is an important preservation project that is most worthy of support by the State of Montana and the MHPG grants program. It is the kind of complex project for which grant funds and other incentives make all the difference. And it is one that people will talk about for years to come.

We hope you will join us in providing support and encouragement for the successful rehabilitation of the Billy Miles/Teslow Grain Elevator.

Sincerely,

Executive Director

Teslow Art Center  
Marie and Kelly Stevenson  
309 ½ West Park Street  
Livingston, Montana 59047

February 26th, 2022

Grant Committee,

This year, my daughter Kelly Stevenson and I opened Teslow Art Center (TAC), a community, ceramic studio where we offer wheel-throwing and hand-building lessons in clay. My maiden name is Teslow. My grandfather, Walter Teslow, and dad, Dick Teslow created Teslow Inc. At the peak of their careers, they owned twenty-nine+ grain elevators throughout central and southwest Montana. As a Montana native growing up in Bozeman, MT, living and raising my family in Livingston for 40 years, I know what an important visual and historical icon the Teslow grain elevator is. When the building was going to be torn down, because of damage by our famous winds, the city rose up to save this historic, landmark feature.

Over the years, Livingston has changed from a railroad/lumber small town to a flourishing tourist art center city, featuring numerous galleries and restaurants. Out-of state retired couples and young families are moving here. They are looking for community centered activities for themselves and their children. Having taught art in the school system, as well as teaching Adult Ed in Livingston for thirty years, I know that Livingston would fully embrace such a community oriented endeavor.

I support Project 49 and Joshua Olsen's plans for the Teslow grain elevator. There is no doubt in my mind that Project 49 will be greatly successful, given financial support. Let's make this happen for the community of Livingston, Montana. Thank you for your time and consideration.

Sincerely,

Marie and Kelly Stevenson  
TAC



Explore Livingston Coalition: Livingston Convention & Visitors Bureau (CVB) & Tourism Business Improvement District (TBID)

Montana Department of Commerce, Community Development Division February 24, 2022 Re:  
Montana Historic Preservation Grant

To Whom It May Concern:

Explore Livingston Coalition is a partnership of the Livingston Convention & Visitors Bureau and Tourism Business Improvement District. We are writing in support of Project49's Teslow Grain Elevator project.

Our tourism and local economic organizations are excited about Project49's plans to renovate and redevelop the iconic Teslow Grain Elevator. This structure is one of our area's most beloved landmarks, conveniently located in Downtown Livingston on the heavily traveled Park Street/I-90 corridor. It is on the East side of Downtown, which currently has few visual delights or tourism attractions.

Project49's plans to house a museum space in the Teslow dedicated to the area's agricultural history will be a unique educational attraction for visitors to the Livingston area, and an excellent addition to our other museums celebrating Livingston's history. The intended use of the building for events, tourism-based businesses, cool-weather indoor activities like a climbing wall, and artist exhibits will all further bolster the potential of this unique structure to enhance Livingston's rich offerings to visitors.

We believe that incorporating the Teslow building back into the community will build on Livingston's appeal to visitors as a destination, and strengthen the local hospitality economy, including greater hotel occupancy year-round. Like Livingston's Train Depot and historic Downtown, it can be a vibrant visual attraction and iconic marker that will be as appealing externally as the interior offerings are engaging.

We intend to continue to support this project to help it come to fruition and encourage you to consider Project49's request for funding this historic building; an authentic and quintessential Montana icon.

Sincere thanks for your consideration,

*Kris King, Explore Livingston Coalition Executive Director*

*Kristen Galbraith, Livingston Convention & Visitors Bureau Board Chair*

*Kathleen Kaul, Tourism Business Improvement District Board Chair*

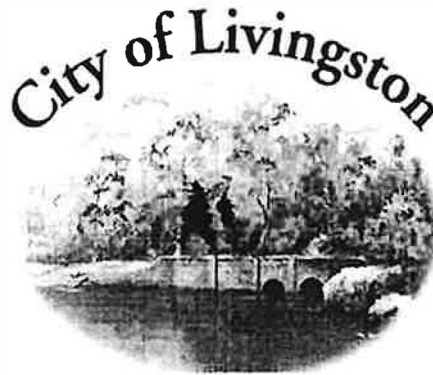
Explore Livingston Coalition Board of Directors  
info@explorelivingstonmt.com | 406.222.4848

Dale Sexton, Kathryn Bornemann, Kristen Galbraith, Tyler Erickson, Megan Eubank, Brian Menges, Karla Pettit, Kathleen Kaul, Kelly Baker, Tammy Fitzgerald

**City Manager**  
Michael Kardoes

220 E Park Street  
(406) 823-6000 phone

citymanager@livingstonmontana.org  
www.livingstonmontana.org



*Incorporated 1889*

**Chairperson**  
Melissa Nootz

**Vice Chair**  
Karrie Kahle

**Commissioners**  
Mel Friedman  
Quentin Schwarz  
Torrey Lyons

February 25, 2022

Community Development Division  
Montana Department of Commerce  
301 S. Park Ave.  
PO Box 200523  
Helena, MT 59620-0523

To whom it may concern;

I am writing to express my support for Project49's effort to refurbish and repurpose the Teslow grain elevator in downtown Livingston.

Our town is experiencing an increase in tourism and population which means that there is a significant opportunity to create and expand local businesses. There are many organizations that would like to locate in downtown Livingston but lack access to commercial spaces that would make that possible. The grain elevator represents a great untapped resource in this regard.

Project49's plans to create a flexible commercial building for use by local organizations will expand opportunities for business growth on the East side of town while preserving an important community landmark. The City of Livingston is supportive of this project and will work with Project49 to ensure a successful collaboration with city departments as the project moves forward.

Sincerely,

A handwritten signature in black ink that reads "Michael J. Kardoes".

Michael J. Kardoes  
City Manager

Stafford Animal  
Shelter

**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

(text) \$184,180-

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

The ARPA Visioning Committee, appointed by the Livingston City Commission, has further limited those categories to the following:

1. Support public health response.
2. Address negative economic impacts or those disproportionately impacted.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

**Applications are due no later than September 15, 2022, 11:59pm. Please submit electronically to the following email address:**

**[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)**

**Incomplete or late applications will not be accepted.**



**City of Livingston ARPA Eligibility Determination**

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input type="radio"/>	Support public health response.
<input checked="" type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input type="radio"/>	COVID Prevention in Congregant Settings
<input type="radio"/>	PPE - Personal Protective Equipment
<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
<input type="radio"/>	Payroll Costs for Public Health Staff and Responders
<input type="radio"/>	Mental Health or Substance Use Services
<input type="radio"/>	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input checked="" type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
<input type="radio"/>	Other Economic Support
<input type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
<input type="radio"/>	Housing Support: Affordable Housing
<input type="radio"/>	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

Is your organization a qualified 501c3 or 501c6?

Yes

No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - o If yes, provide name and address along with letter of support and fiscal sponsorship.

## ORGANIZATION INFORMATION

### 1. Organization Name, Address, City, State and Zip

Stafford Animal Shelter  
3 Business Park  
Livingston, MT 59047

## PROJECT OVERVIEW

### 2. Budget and Amount of Request

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

Please see attached xcl document

### 3. Project Description

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

A. Funding to continue veterinarian-cost support to low-income, senior and disadvantaged pet owners to benefit their mental health and physical well-being. B. Construction of controlled access spaces for the public to maintain social distancing.

### 4. Who Does This Project Directly Serve?

In the box below please description who this project serves and how it serves a community need directly and tangibly.

A. Benefit low-income, senior and economically disadvantaged pet owners who are documented mentally healthier if they adopt a companion at free/reduced cost or retain ownership rather than surrender. B. Benefit all shelter visitors and staff by maintaining social distancing for any number of visits by general public to the shelter. The shelter is a heavily trafficked facility by the public and at times access must be managed.

## 5. Measureable Outcomes and Deliverables

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

As needs of limited-income senior citizens and economically disadvantaged reasonably cannot be expected to diminish and likely only exacerbated in the foreseeable term, this veterinary cost-support is vital. The shelter does and will continue to maintain deliverable records justifying program continuance. Incorporating public health recommended social-distancing measures will protect public customers as well as staff

## 6. ARPA Statement

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

Again, it is widely documented and evident how retention of pets among disadvantaged populations is significant to their sense of well-being and mental health. COVID pandemic was graphic evidence of the significant mental distress borne by pet owners in retaining their pet versus limited or no financial resources. PPE supplies lost in flood.

## 7. Implementation Plan

Please describe in the box below how you will implement the project in a timely manner.

Part A would allow the shelter to re-establish the now depleted fund, Part B would allow

## 8. Reporting Requirements

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

Yes, although it is expected both Part A and Part B can be implemented within the initial six-month reporting period. We would be prepared to provide any further reporting requests.

**9. Other Funding Sources**

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they much be declared in full with documentation below.

Private sector donations have been received towards operating budget and programing but needs have fallen short of requirements.

**APPROVAL AND AUTHORITY TO PROCEED**

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do <u>NOT</u> recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.

### Stafford Operation Cost & COVID Construction

Program	Operational Cost
* See below	90,000.00

Our average length of stay for 2021 is 16 days at \$25/day average cost of care. Proposed programing costs would support 225 animals, which represents roughly 23% of Stafford's total animals served annually. Total animal intakes and outcomes for the City of Livingston in 2021 were 202.

90,000.00

\*\*\*\*Program includes food, care, vaccination, employee time & all veternarian costs

Construction & COVID	Cost
Barrier Door	650
Front desk, Lobby & Break Room Constru	90,000.00
Signage	250
Tables	600
Chairs	850
Hand Sanitizer	500
Thermometer x2	130
iPadx2 for screening	1200
	94180

#### Total Funds Requested

90,000 + 79180 = 184,180.00

Western Sustainability  
Exchange.

\$ 15,000

**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

The ARPA Visioning Committee, appointed by the Livingston City Commission, has further limited those categories to the following:

1. Support public health response.
2. Address negative economic impacts or those disproportionately impacted.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

**Applications are due no later than September 15, 2022, 11:59pm. Please submit electronically to the following email address:**

**[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)**

**Incomplete or late applications will not be accepted.**

**City of Livingston ARPA Eligibility Determination**

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input checked="" type="radio"/>	Support public health response.
<input type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input checked="" type="radio"/>	COVID Prevention in Congregant Settings
<input type="radio"/>	PPE - Personal Protective Equipment
<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
<input type="radio"/>	Payroll Costs for Public Health Staff and Responders
<input type="radio"/>	Mental Health or Substance Use Services
<input type="radio"/>	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
<input type="radio"/>	Other Economic Support
<input type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
<input type="radio"/>	Housing Support: Affordable Housing
<input type="radio"/>	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input checked="" type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

Is your organization a qualified 501c3 or 501c6?  Yes  No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - If yes, provide name and address along with letter of support and fiscal sponsorship.

## ORGANIZATION INFORMATION

### 1. Organization Name, Address, City, State and Zip

Western Sustainability Exchange  
PO Box 1448  
Livingston, MT 59047

## PROJECT OVERVIEW

### 2. Budget and Amount of Request

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

Western Sustainability Exchange respectfully requests \$15,000 in support of the Livingston Farmers Market. Budget will be attached in the form of a spread sheet.

### 3. Project Description

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

We are seeking funding for the Livingston Farmers Market to replace some equipment, implement new food access programs, and to cover the costs of staffing & supplies to implement Covid19 safety protocols.

### 4. Who Does This Project Directly Serve?

In the box below please description who this project serves and how it serves a community need directly and tangibly.

This project serves the entire Park County community and surrounding communities. Besides being an important community event offering fresh farm and ranch products, prepared food vendors, arts and crafts, and more, the market generates nearly \$300,000 for the local economy each year and offers several different Food Access Programs to assist low-income seniors and families.



## 5. Measureable Outcomes and Deliverables

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

The market will continue to operate and give vendors a safe place to sell their products and for the consumers to shop. With these funds we will be able to replace broken down equipment & signage and pay for additional staffing required to implement all the Covid19 safety protocols.

## 6. ARPA Statement

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

During the pandemic, all indoor events were canceled, many people lost their jobs and people were afraid to even go shopping at the grocery store. The farmers market provided a safe space for people to sell their handmade or home-grown products and generate an income. It will continue to be that space and ensure fresh local nutritious food is available for everyone, regardless of income, through our food access programs.

## 7. Implementation Plan

Please describe in the box below how you will implement the project in a timely manner.

The Livingston Farmers Market runs from June - mid September every year. We will pu

## 8. Reporting Requirements

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

Yes

## 9. Other Funding Sources

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they must be declared in full with documentation below.

We have not received funding for the items listed on our budget sheet from Federal ARPA or any other Federal funds.

## APPROVAL AND AUTHORITY TO PROCEED

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do <u>NOT</u> recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.

OGDEN UT 84201-0046

In reply refer to: 0423256123  
Aug. 13, 2010 LTR 252C E0  
81-0495837 000000 00  
00003853  
BODC: TE

WESTERN SUSTAINABILITY EXCHANGE  
% LILL ERICKSON  
PO BOX 1448  
LIVINGSTON MT 59047-1448



024193

Taxpayer Identification Number: 81-0495837

Dear Taxpayer:

Thank you for your Form 990-EZ.

We have changed the name on your account as requested. The number shown above is valid for use on all tax documents.

If you need forms, schedules, or publications, you may get them by visiting the IRS website at [www.irs.gov](http://www.irs.gov) or by calling toll-free at 1-800-TAX-FORM (1-800-829-3676).

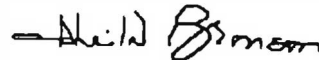
If you have any questions, please call us toll free at 1-877-829-5500.

If you prefer, you may write to us at the address shown at the top of the first page of this letter.

Whenever you write, please include this letter and, in the spaces below, give us your telephone number with the hours we can reach you. Also, you may want to keep a copy of this letter for your records.

Telephone Number ( ) \_\_\_\_\_ Hours \_\_\_\_\_

Sincerely yours,



Sheila Bronson  
Dept. Manager, Code & Edit/Entity 3

Enclosure(s):  
Copy of this letter

INTERNAL REVENUE SERVICE  
DISTRICT DIRECTOR  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

JUN 03 1999

CORPORATION FOR NORTHERN ROCKIES  
SUSTAINABLE COMMUNITIES  
C/O LILL ERICKSON  
PO BOX 1448  
LIVINGSTON, MT 59047-1448

Employer Identification Number:  
81-0495837

DLN:  
17053086715049

Contact Person:  
DONALD G HERRING ID# 31171

Contact Telephone Number:  
(877) 829-5500

Our Letter Dated:  
May 1995

Addendum Applies:  
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



District Director

Letter 1050 (DO/CG)

INTERNAL REVENUE SERVICE  
DISTRICT DIRECTOR  
P O BOX A-3290 DPN 22-2  
CHICAGO, IL 60690

DEPARTMENT OF THE TREASURY

Date: MAY 12 1995

CORPORATION FOR THE NORTHERN  
ROCKIES  
C/O LILL ERICKSON  
306 S 5TH ST  
LIVINGSTON, MT 59047

Employer Identification Number:  
81-0495837

Case Number:  
365130005

Contact Person:  
ADE ADENIJI

Contact Telephone Number:  
(414) 798-8587

Accounting Period Ending:  
December 31

Foundation Status Classification:  
509(a)(1)

Advance Ruling Period Begins:  
March 28, 1994

Advance Ruling Period Ends:  
December 31, 1998

Addendum Applies:  
no

Dear Applicant:

Based on information you supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably expect to be a publicly supported organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Accordingly, during an advance ruling period you will be treated as a publicly supported organization, and not as a private foundation. This advance ruling period begins and ends on the dates shown above.

Within 90 days after the end of your advance ruling period, you must send us the information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, we will classify you as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, we will classify you as a private foundation for future periods. Also, if we classify you as a private foundation, we will treat you as a private foundation from your beginning date for purposes of section 507(d) and 4940.

Grantors and contributors may rely on our determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you send us the required information within the 90 days, grantors and contributors may continue to rely on the advance determination until we make a final determination of your foundation status.

Letter 1045 (DO/CG)

CORPORATION FOR THE NORTHERN

If we publish a notice in the Internal Revenue Bulletin stating that we will no longer treat you as a publicly supported organization, grantors and contributors may not rely on this determination after the date we publish the notice. In addition, if you lose your status as a publicly supported organization, and a grantor or contributor was responsible for, or was aware of, the act or failure to act, that resulted in your loss of such status, that person may not rely on this determination from the date of the act or failure to act. Also, if a grantor or contributor learned that we had given notice that you would be removed from classification as a publicly supported organization, then that person may not rely on this determination as of the date he or she acquired such knowledge.

If you change your sources of support, your purposes, character, or method of operation, please let us know so we can consider the effect of the change on your exempt status and foundation status. If you amend your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, let us know all changes in your name or address.

As of January 1, 1984, you are liable for social security taxes under the Federal Insurance Contributions Act on amounts of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the private foundation excise taxes under Chapter 42 of the Internal Revenue Code. However, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Internal Revenue Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Donors may deduct contributions to you only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, gives guidelines regarding when taxpayers may deduct payments for admission to, or other participation in, fundraising activities for charity.

Contributions to you are deductible by donors beginning 1994.

You are not required to file Form 990, Return of Organization Exempt From Income Tax, if your gross receipts each year are normally \$25,000 or less. If you receive a Form 990 package in the mail, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

CORPORATION FOR THE NORTHERN

If you are required to file a return you must file it by the 15th day of the fifth month after the end of your annual accounting period. We charge a penalty of \$10 a day when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty we charge cannot exceed \$5,000 or 5 percent of your gross receipts for the year, whichever is less. We may also charge this penalty if a return is not complete. So, please be sure your return is complete before you file it.

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

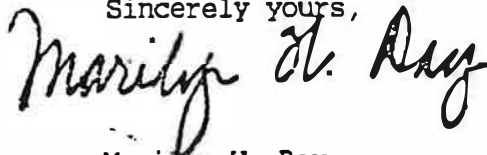
You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, we will assign a number to you and advise you of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

If we said in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help us resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,



Marilyn W. Day  
District Director

Enclosure(s):  
Form 872-C

872-C

Consent Fixing Period of Limitation Upon Assessment of Tax Under Section 4940 of the Internal Revenue Code

OMB No 1545-0056

July 1993)

Department of the Treasury Internal Revenue Service

(See Instructions on reverse side.)

To be used with Form 1023. Submit in duplicate.

Under section 6501(c)(4) of the Internal Revenue Code, and as part of a request filed with Form 1023 that the organization named below be treated as a publicly supported organization under section 170(b)(1)(A)(vi) or section 170(b)(1)(A)(ii) during an advance ruling period,

Corporation for the Northern Rockies  
c/o Lill Erickson

(Exact legal name of organization as shown in organizing document)

306 s 5th Street  
Livingston, MT 59047

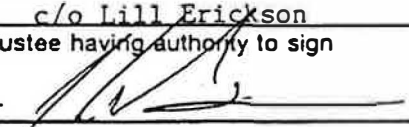
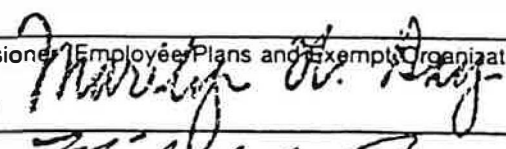
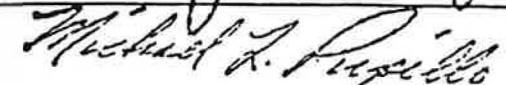
(Number, street, city or town, state, and ZIP code)

and the District Director of Internal Revenue, or Assistant Commissioner (Employee Plans and Exempt Organizations)

I consent and agree that the period for assessing tax (imposed under section 4940 of the Code) for any of the 5 tax years in the advance ruling period will extend 8 years, 4 months, and 15 days beyond the end of the first tax year.

However, if a notice of deficiency in tax for any of these years is sent to the organization before the period expires, the time for making an assessment will be further extended by the number of days the assessment is prohibited, plus 60 days.

Ending date of first tax year December 31, 1994  
(Month, day, and year)

Name of organization (as shown in organizing document) Corporation for the Northern Rockies c/o Lill Erickson	Date 3/20/95
Signature of officer or trustee having authority to sign 	Title Chairman
IRS use only	
District Director or Assistant Commissioner (Employee Plans and Exempt Organizations) 	Date MAY 12 1995
	MAY 12 1995

Paperwork Reduction Act Notice, see page 1 of the Form 1023 Instructions.

Cat. No. 169050



Internal Revenue Service  
District Director

Department of the Treasury  
P.O. Box 2508  
Cincinnati, Ohio 45201

Date: MAY 19 1999

Corporation For Northern Rockies  
Sustainable Communities  
C/O Lill Erickson  
P.O. Box 1448  
Livingston, MT 59047-1448

Employer Identification Number:  
81-0495837  
Person to Contact:  
Lois Parrott 31-01284  
Contact Telephone Number:  
877-829-5500  
Refer Reply to:  
EP/EO Division

Dear Ms. Erickson:

We have received your request to expedite processing of your organization's Form 8734, Support Schedule for Advance Ruling Period. Your request for expedite processing was approved on May 17, 1999.

Your Form 8734 will be assigned to the next available agent.

Your organization's exemption under section 501(c)(3), which was issued in May 1995, is still in effect.

If you have any questions, please call the person whose name and telephone number are shown above.

Sincerely yours,



Lois Parrott  
Customer Service Specialist

**ARPA Grant Application Budget for WSE's Farmers Market Covid Expenses**

**Notes**

What was purchased or needs to be purchased due to extra measures for Covid pandemic for 2020-2023: Cost:

**Workplace safety measures to protect workers against Covid-19**

Increase staff by two to: 1) participate in monthly calls with local health department regarding Covid-19 regulations, 2) implement Covid-19 safety protocols at the market, such as putting out additional handwashing stations, sanitizers, signage, and disinfecting.

Air purifier

Cleaning supplies

Outdoor Bluetooth speaker & tape to alert market-goers to Covid protocols

Faceshields and ink for additional signage

Repair parts for one handwashing station

New Handwashing station (for a total of two)

\$5,600.00

\$400.00

\$225.00 2020-2023

\$155.00

\$93.00 actual

\$250.00 2 new foot pumps, 2 paper towel dispensers , soap dispenser

\$1,300.00 includes shipping

**Implement market pivots to protect workers against Covid-19**

Increase staff time for Covid-protocols, creating signage, additional marketing, and researching online options.

Print signage

\$6,000.00

\$60.00 Covid posters

**Provide additional transportation options to maintain social distancing and worker & consumer safety to protect against Covid-19**

Increased staffing to increase marketing efforts for Senior Farmers Market Nutritional Program and to do shopping for seniors

Travel for Senior Farmers Market Nutritional Program proxy shopping (mileage)

Staff time to get the market SNAP & Double SNAP authorized to be able to assist those economically impacted by Covid-19

\$3,000.00

\$850.00

\$1,000.00 Includes attending workshops, meetings, and completing an extensive application

**Provide health services to protect workers against Covid-19**

Paid time-off due to Covid-19 infection

\$465.00 18 hours

**Equipment wear & tear from increased attendance at the outdoor farmers market as a safe venue to shop & socialize**

Recycling bins (2)

Replace 4 signs at park - damaged from all the extra signage put up for Covid-19 awareness

WINDPRO® HEAVY DUTY SNAP EDGE SIGNS (2)

\$400.00 Increase attendance at the outdoor market has completely destroyed the recycling bins

\$100.00 estimate based of web search of options

\$550.00 includes shipping

**Total**

**\$20,448.00**

Yellowstone Bend  
Citizens Council  
\$71,000

**CITY OF LIVINGSTON  
ARPA – A FUNDING REQUEST  
2022**

Thank you for submitting a proposal for American Rescue Plan Act (ARPA) Local Recovery Funds. The City of Livingston requires a proposal submission in order to prioritize your project/program needs based on the U.S. Department of Treasury's allowable expenditure categories and determine if your project is eligible.

The ARPA Visioning Committee, appointed by the Livingston City Commission, has further limited those categories to the following:

1. Support public health response.
2. Address negative economic impacts or those disproportionately impacted.
3. Water, sewer and broadband infrastructure.

Eligibility is also limited to 501c3 or 501c6 entities under the US Treasury IRS Definition.

**Applications are due no later than September 15, 2022, 11:59pm. Please submit electronically to the following email address:**

**[citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org)**

**Incomplete or late applications will not be accepted.**

\* missing: NP Determination

### City of Livingston ARPA Eligibility Determination

Please indicate which one of the City of Livingston Visioning Committee approved categories your project or request aligns with:

<input type="radio"/>	Support public health response.
<input checked="" type="radio"/>	Address negative economic impacts or those disproportionately impacted.
<input type="radio"/>	Water, sewer and broadband infrastructure.

Please check below which US Treasury ARPA approved activity aligns best with your project or request:

<b>Category 1: Public Health Impacts</b>	
<input type="radio"/>	COVID Vaccination, Testing or Contact Tracing
<input type="radio"/>	COVID Prevention in Congregant Settings
<input type="radio"/>	PPE - Personal Protective Equipment
<input type="radio"/>	Capital Investments: Public Agencies that respond to COVID
<input type="radio"/>	Other COVID Public Health Expenses: communications, enforcement, etc
<input type="radio"/>	Payroll Costs for Public Health Staff and Responders
<input checked="" type="radio"/>	Mental Health or Substance Use Services
<input type="radio"/>	Other Public Health Services
<b>Category 2: Negative Economic Impacts and Aid to Disproportionately Impacted</b>	
<input type="radio"/>	Aid to Non-Profit Organizations
<input type="radio"/>	Aid to other impacted businesses
<input type="radio"/>	Other Economic Support
<input type="radio"/>	Education Assistance: Social, Emotional and Mental Health Services
<input checked="" type="radio"/>	Housing Support: Affordable Housing
<input type="radio"/>	Housing Support: Other Housing Assistance
<b>Category 3: Infrastructure</b>	
<input type="radio"/>	Clean Water: Centralized Treatment
<input type="radio"/>	Clean Water: Centralized Wastewater collection
<input type="radio"/>	Clean Water: Decentralized wastewater
<input type="radio"/>	Clean Water: Other Sewer infrastructure
<input type="radio"/>	Clean Water: Other Water Infrastructure
<input type="radio"/>	Clean Water: Stormwater

Is your organization a qualified 501c3 or 501c6?

Yes

No\*

- If no, do you have a fiscal sponsor that is a 501c3?
  - If yes, provide name and address along with letter of support and fiscal sponsorship.

## ORGANIZATION INFORMATION

### 1. Organization Name, Address, City, State and Zip

Yellowstone Bend Citizens Council, 410 South 6th Street, Livingston, MT 59047

## PROJECT OVERVIEW

### 2. Budget and Amount of Request

In the box below please provide the total amount of your request and a brief budget. You may attach an excel spreadsheet for budget if you choose.

Total Project Budget: \$238,000

Matching Funds: County \$160,000, YBCC Educational Funds \$5,000, In-Kind \$2,000

Request Amount: \$71,000

### 3. Project Description

In the box below please provide a brief description of the project you are seeking funding for and how it relates to COVID19.

The Miles and Sherwood Buildings are housing units for low-income elderly & disabled residents that HRDC manages and pays utilities for. By going solar, HRDC will put cost savings toward on-site support services for residents, improving their quality of life.

### 4. Who Does This Project Directly Serve?

In the box below please description who this project serves and how it serves a community need directly and tangibly.

This project serves 89 disabled & elderly Livingston residents by providing on-site support services via cost savings from solar. This is a nationally recognized tool to help residents maintain their health, connect to the community, and access critical services. This is needed, as disabled and elderly individuals were disproportionately affected by COVID19 due to their increased health risks and the mental strain of isolation.

## 5. Measureable Outcomes and Deliverables

The City is requiring that this funding be used to effect direct impacts to the community in a tangible way to garner the most and highest best use of these dollars. In the box below explain specifically what measureable outcomes and deliverables will measure the successful use of this funding.

This project will save HRDC over \$300,000 in energy costs over the life of the solar install, which will be passed onto the community through the creation of a new position and increased access to social services for the residents of Miles and Sherwood. It will also reduce our community emissions by 1,379 metric tons of CO2 over the system's life, thereby delivering a more livable environment for current and future generations.

## 6. ARPA Statement

Any funding must directly address the negative impacts to economy and public health related to COVID-19. In the box below specifically and briefly explain how your project does that.

COVID had a disproportionate impact on elderly and disabled individuals, resulting in increased health risks, anxiety, and social isolation. This project would create a more meaningful support network for this population and allow HRDC to reorient operating costs to create a new position, thereby injecting more money into the local economy.

## 7. Implementation Plan

Please describe in the box below how you will implement the project in a timely manner.

Once funded, the Miles and Sherwood project will be added to Harvest Solar's schedule and will be completed according to their installation timeline. YBCC will act as the liaison and project manager between HRDC and Harvest Solar. This includes attending preliminary site visits, being the contact during and after installation, ensuring the project is completed and transitioned smoothly, and engaging in educational information sessions. Once installed, HRDC will begin the process of creating and filling the new on-site services position, YBCC will work with them to ensure this happens in a timely fashion.

## 8. Reporting Requirements

The City is obligated to report on funds committed through this program. As such you will be required to provide reports every 6 months with expenditures, progress to deliverables and outcomes. Do you have the capability to complete that level of reporting?

Yes. We are a highly organized non-profit with substantial experience handling grant funding. We are regularly awarded grants that have in-depth, longterm reporting requirements, and have both volunteers and paid staff members who would be capable of meeting your reporting requirements.

**9. Other Funding Sources**

The City is obligated to report on funds committed through this program and recipients are not able to receive double funding from Federal ARPA or other Federal funds. If you have received partial or complete funding from another sources, they much be declared in full with documentation below.

We have received \$160,000 toward this project from Park County ARPA funds, \$2,000 of in-kind volunteer hours, and \$5,000 of YBCC funding for associated educational components of the project. We are seeking \$71,000 from the City of Livingston ARPA funding to complete this project. The two ARPA sources are separate allocations to different governments and do not constitute double funding.

**APPROVAL AND AUTHORITY TO PROCEED**

The City of Livingston ARPA Visioning Ad-Hoc Committee has reviewed the application and makes the following recommendation:

	<b>Recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
		Vote:
	<b>We do NOT recommend that the Livingston City Commission Fund this Application for ARPA funds.</b>	<b>Date</b>
	Reason for Denial:	Vote:

ARPA  
Visioning  
Committee  
Chair  
Signature:

Required Attachments: Please attach a copy of your current 501c3 Approval or Declaration and any other funding commitments you have received for this project.



September 15, 2022

Dear Committee Members,

Thank you for this opportunity to share our proposed community project with you.

Yellowstone Bend Citizens Council (YBCC) is a grassroots, community organization here in Livingston, MT. We are committed to creating a just and affordable energy future for all residents in Livingston. Solar and energy efficiency upgrades have the power to deliver savings over the long term. When these projects take place on community buildings that serve low and moderate income residents, like the Miles and Sherwood, the savings benefit those in our community who need it most. YBCC has initiated and fundraised for seven community projects, including the Park County Senior Center, the HRDC Head Start building, and Winans School.

We are excited by the opportunity to bring the solar cost savings to the residents of the Miles and the Sherwood buildings. Last fall, our County Commissioners granted a total of \$160,000 in county ARPA funds for these two projects, along with a request for matching funds from the city ARPA funds. **To get these two projects over the finish line, we are requesting a grant of \$71,000 to cover the remaining costs of the projects.**

The Miles and Sherwood are community treasures. In this era of sky-rocketing housing prices forcing low-income people out of our community, these two sites are all the more invaluable. They will remain HRDC owned in the future, evading the tragedy of a new buyer raising rents and forcing residents out.

HRDC is deeply committed to providing quality apartments. They stay on top of maintenance, and attend to long-term building health; they recently replaced the roofs on both buildings and upgraded apartments. The quality of life for residents in both of these building is enhanced by an on-site manager. This manager interacts with residents on a regular basis, helping to connect them to important services and making sure they are thriving. HRDC intends to use solar savings to continue and expand these critical services.

We are available to answer any questions you may have about this project.

Thank you again for considering our proposal.

Joanie Kresich   Sarah Stands  
YBCC Co-Chairs

Kathryn Eklund  
YBCC Treasurer