Coming in 2012:

Web based Grant Management system for submitting grants to the Department of Agriculture!
History – The Montana Noxious Weed Trust Fund grant program was established by the 1985 Montana Legislature, MCA 80-7-801, to provide funding for the development and implementation of weed management programs; provide for research and development of innovative weed management techniques, including biological control; and to support educational, cropland and other weed research projects that benefit Montana citizens. The grant program is designed to assist counties, local communities, researchers, and educators in their efforts to solve a variety of weed problems in Montana. All grant applications and proposals should complement and enhance the Montana Weed Management Plan. The Montana Weed Management Plan can be found at http://agr.mt.gov/weedpest/noxiousweeds.asp or from the Department of Agriculture - Noxious Weed Section by calling 406-444-2944.

Noxious Weed Program
302 North Roberts
Helena, MT 59601

or

PO Box 200201
Helena, MT  59620-0201
Phone 406.444.2944 • Fax 406.444.9466
http://agr.mt.gov/weedpest/noxiousweeds.asp
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Introduction

All grant applications must be postmarked by December 1, 2011.

The Noxious Weed Trust Fund program provides cost-share funding for:
1. local cooperative weed management areas (a minimum of 3 adjacent landowners),
2. education (statewide or local noxious weed awareness), and
3. research projects (including non-chemical research and demonstration programs).

These grant guidelines give specific instructions on how to apply for the funds. Funding is generally through a project sponsor (local weed district, conservation district, extension office, or university). Assistance in writing a grant proposal is provided through your local weed district, extension office or conservation district. If you need additional assistance or have questions, please contact the Montana Department of Agriculture - Noxious Weed Section at 406-444-2944.

NEW for 2012 grant proposals: one signed original grant application and an electronic copy of the grant application on a CD. The electronic copy should have the grant proposal, project map, and include the EA worksheets and additional EA attachments if applicable to the project. Name the electronic file the same as the Project Title of the grant proposal.

The grant dollar cap is $75,000/application (not total Project Cost). All grant applications must be postmarked by December 1, 2011. The grant hearings will be held February 27 -March 2, 2012 in Helena, MT at the Red Lion Colonial Hotel. Grant applicants will be notified of the date and time of their presentation after the application deadline. The grant guidelines, forms, EA worksheets, and environmental resource information are available on the following web site: http://agr.mt.gov/weedpest/trustfund.asp.

Please use the Application Check List at the end of this document before you mail your grant application package to the Department of Agriculture, PO Box 200201, Helena, MT 59620 to ensure you have submitted all required information for your grant application.

IMPORTANT NOTE: The Department of Agriculture is moving toward a new web based grant system. All grant applicants will be required to enter their proposal(s) into the web based grant system after the December 1st deadline. The Department will be providing training opportunities for grant applicants to facilitate this function.
NEW (1st year projects) –
Local Cooperative Weed Management Projects

New local cooperative weed management grant proposals must include:

1. **Noxious Weed Grant Program Application Cover Page** – Do not attach any type of cover page or other material on top of this application form and staple the grant application in the upper left hand corner only. Do not bind the pages or use any kind of clips.

2. **Cooperators/Agency List** – List grant participants and agencies involved in the grant project area. The agency list, which should include neighboring county weed districts if the project boundary is in multiple counties, must have the agency contact person and their phone number. Make additional copies if you need more room for the cooperators. Also, list individual people or groups that sent you letters of support.

3. **Budget Detail/Financial Narrative** – Requested grant funds and matching funds (in actual dollars) is on one page, which makes up your budget for your project. The Trust Fund **will not fund equipment** for your project, but you can use equipment purchased for the project as matching dollars on the budget. In-kind matches are services or resources and a description of that type of match needs to be in the written narrative not on the grant budget sheet. See the instruction sheet in the Grant Application Forms document for more details on how to complete the budget form. *Remember* round all figures to the nearest dollar.

4. **Herbicide and Application Cost Summary Sheet** – Summarize herbicide costs using the **state bid contract prices** included in the Appendix and commercial applicator costs from area applicators for all participants in the project. Additional herbicides cannot be added to the project after the grant hearings. The Trust Fund **does not** fund annual herbicide for cropland and CRP (Conservation
NEW – LOCAL COOPERATIVE Reserve Program) practices. The Noxious Weed Management Advisory Council will fund herbicide costs based on Montana’s state contract for cooperative purchase on common herbicides. If a herbicide is not listed on the herbicide pricing schedule in the Appendix then contact a local dealer for a current price. For more information about the state purchasing contract visit: http://gsd.mt.gov/apps/termcontracts/ then click on “Agricultural Chemicals” then click on the Contract Document number to open the state contract and scroll down to Attachment A. *Remember* round all figures to the nearest dollar.

5. **Seed and Application Cost Summary Sheet** (if applicable) – Summarize seed costs and commercial applicator costs for all cooperators in the project area. The Trust Fund provides cost share for re-seeding areas after weed control to establish desirable vegetation and good competition for the treated area. The Trust Fund program **does not** fund re-seeding efforts for alfalfa fields, grain for wildlife habitat, or other cropland situations. Please list the specific grass species and/or forbs making up the seed mixture in the written part of the grant application under “Plan of Work.” *Remember* round all figures to the nearest dollar.

6. **Description of the Project** (written narrative) –

- **History** – provide a brief history and magnitude of the noxious weed problem.
- **Purpose** – explain the desired outcome of this project or what you want to accomplish in one year.
- **Cooperative Participation** – explain how long the cooperators have been working together, outline the cooperators long-term commitment to the project, describe the participants accomplishments prior to the grant application, and what activities they will complete that are not covered by this grant. Also, describe the cooperation between county weed districts, if the project crosses county lines, and how the agencies within the project are cooperating with the project.
- **Location of Project** – provide a general description of the project located within your county or neighboring counties.
- **Benefits** – explain how this project supports the state and county weed management plans, describe the benefits of this project and how it will enhance the common goal of landowners controlling their noxious weeds in Montana.
- **Funding Options** – if you are applying for special funding explain how your project qualifies for this funding:
  i. **Special General Funding** – these funds are to help mitigate the impact of noxious weeds on private lands as a result of the activities of the MT Department of Fish, Wildlife & Parks. Examples of areas impacted by FWP activities include: wildlife grazing and wintering areas, recreation areas, and waterways.
ii. **Cooperative Forestry Assistance Funding** – these funds are to help manage private, tribal, and non-federal public land noxious weed infestation. Requested funding must focus on state-listed noxious weeds and the project must be within an established Weed Management Area on private, tribal, and/or state lands in areas associated with federal lands with an active weed management program. The project area must have 10% forest cover or be lands with infestations adjacent to or associated with forested lands that pose a threat to the forested lands.

7. **Specific Objectives and Methodology** –

**Objectives** – describe the specific objectives of your project. Objectives should be measurable and time-based. For example, will eradicate new weed species by the end of the project and will reduce the established weed species by 25% by the end of the spray season. You will need to determine which noxious weeds you want to eradicate (if possible) and the percentage of weed reduction you expect to achieve.

**Plan of Work** – describe how this project will implement integrated weed management of the targeted weed species. List the targeted noxious weeds, the size and density of infestations and if the weed is a new invader in the project area along with what priority is set for this noxious weed, and what control methods will be used for each weed. Also include the biological control agents that will be used or are in existence in the project. For grazing projects, describe the grazing management plan for the type of livestock that will be used in the project. All sheep/goat grazing projects are required to consult with the Montana Fish, Wildlife and Parks Department (FWP) prior to project implementation due to possible conflict in areas associated with bighorn sheep or predators (i.e., grizzly bears and wolves); special preventative action and caution must be taken with grazing projects. If bighorn sheep, grizzly bears, or wolves are observed in or near your grazing project area, FWP must be notified immediately. Please describe what type of collaboration you have had with FWP about this issue within your project area. **Subdivisions** within in the project boundary – describe the number of lots, lot size, number of subdivisions in the project area, percent of landowners participating in this project, and what is their homeowner association currently doing for weed control. **All projects** must specify how you will accomplish or finish your objectives for this local cooperative project.

**Natural/Renewable Resources Effect** – describe the long term effects your project will have on the surrounding natural resources (energy, minerals, land, water, and biota – plant and animal life of a region). Provide a brief description of how your project will enhance the renewable resources (livestock grazing, timber, crop production, recreation, wildlife, and all water resources) in your area. This is an opportunity to address specific benefits that your project will have on the natural resources on a localized level.
**Education Program** – describe what type of noxious weed education and awareness program will be implemented as the project progresses. Also, provide information about project tours, demonstration areas, workshops or meetings that will be conducted during the project.

**In-kind Activities** – provide a narrative describing the planned in-kind contributions, such as landowner labor and equipment use for spraying and agency labor that would be equivalent to in-kind match to be used in the project area.

**Evaluation** – describe how you will monitor and measure the success of this project. Long-term monitoring and evaluation should be discussed for your project area. Monitoring must include photo points and may include vegetation surveys, AUM Analyzer, pounds of usable forage, etc.

8. **Time Schedule** – describe the time schedule from beginning through completion for all phases of the project. In addition, outline a long-term commitment for management of the target weed species in the project area.

9. **Project Map** – local cooperative projects are required to submit a readable map with the original grant application. The map must have the project boundary identified in conjunction with the county boundaries. The project map must have the Township, Range, and Sections on the map along with landownership (private, state, federal, etc.) and a legend of any marks, colors or symbols used on the map.

10. **Environmental Assessment (EA)** (include only with the original grant application and attach it separately) The EA process is required for new local cooperative projects with herbicide use and non-chemical weed control projects. All potential impacts must have a statement explaining how these impacts will be mitigated. Mitigation is defined by the Montana Environmental Policy Act (MEPA) as:

- avoiding an impact by not taking a certain action or parts of an action;
- minimizing impacts by limiting the degree or magnitude of an action and its implementation;
- rectifying an impact by repairing, rehabilitating, restoring the affected environment; or
- reducing or eliminating an impact over time by preservation and maintenance operations during the life of an action or the time period thereafter that an impact continues.

Mitigation statements must be included on the Environmental Assessment Worksheets. Start early with contacting the resource agencies listed in the Appendix to complete the environmental assessment for your project area by the
grant deadline. For additional help you can contact the Noxious Weed Program with the Montana Department of Agriculture at 406-444-2944.

Requirements for environmental information under the Noxious Weed Trust Fund Final Programmatic Environmental Impact Statement (May 2010) include:

**Chemical Weed Control Programs** – vegetation type, soil type, water resources, air quality, habitat of fish & wildlife, threatened, endangered and species of concern, and historical and archeological sites.

**Non-chemical Weed Control Programs** (sheep/goat grazing, cultural, and mechanical projects) – vegetation types, habitat of fish & wildlife, threatened, endangered and species of concern, and historical and archeological sites.

Submit the completed Environmental Assessment Worksheets and the following maps, letters, and lists with the original grant application:

**Maps** – Surface & Groundwater, Soils Type, Threatened & Endangered Species (identify all surface waters by **name** on the surface and groundwater maps)

**Letters** – MT Natural Heritage Program and MT Historical Society

**Lists** – Well Locations & Depths, Threatened, Endangered & Species of Concern

**NOTE** – Local cooperative projects treating aquatic noxious weeds with herbicides need to contact the Department of Agriculture to determine if the department’s EA process will suffice or if a formal EA or EIS is necessary.

◆ Keep a copy, for your files, of all the EA information and worksheets you submit with the grant application.

**Additional Project Information**

A local cooperative project must have at least 3 cooperating, adjacent landowners. Participating landowners must have a committed dollar amount for the acres to be treated prior to grant submission. This summarized information is used in the Herbicide and Application Cost Summary Sheet. List all project cooperators, including participating state and federal agencies, in the grant application. Project participants should have already completed:

- Weed mapping of target noxious weed infestations (GPS or hand drawn),
- One year of cooperative work within the new weed management area, and
- Identify local individual as project coordinator.
The **project coordinator** is the person who will receive all correspondence from the Department of Agriculture, which includes grant contract, revised budget forms, and request for payment forms. This person will be responsible for submitting the spring and fall narrative reports along with photo-points of the project area. The project coordinator ensures the project is on task and if the project needs an extension, for one year, he or she will be the person to request this from the department.

The **project sponsor** is usually a non-profit or government agency (weed district, tribe, conservation district, university, etc.) that the grant funds must be distributed through. The Noxious Weed Trust Fund is a competitive, reimbursable grants program. The grant participants must pay for the herbicide or commercial applicator up front. The project sponsor will reimburse the project participants once they turn in receipts for the contracted services or herbicide purchased. Counties are expected to have an active local weed district funded at a 1.6 mill level, an equivalent amount from another source, or $100,000 for Class I counties.

The Noxious Weed Trust Fund grant program provides 50:50 cost-share for herbicides, commercial applicator, and re-seeding mixtures. Projects will be funded only if matching funds are available from the project sponsor and cooperators. All matching funds that are part of another government cost-share program must be specifically outlined in the grant proposal (e.g. NRCS for fencing, revegetation, water development, CRP, and others). The maximum grant dollar request is $75,000.

**Applicator licenses** – all commercial and governmental pesticide applicators must be properly licensed to apply herbicides. All landowners must have a farm applicator license if they will be using a restricted use herbicide, such as Tordon, in the project area. Verification of proper licensing will be required in all narrative reports.

All local cooperative project areas must be part of a county or tribal noxious weed management plan and a current county weed management plan must be on file with the Department of Agriculture. Tribes may submit or reference management plans from the county where they are located, multiple county plans, or their specific tribal weed management plan.

**308 Authorization** – Montana water quality standards require state waters to be free from toxic or harmful substances to aquatic life. The 308 Authorization allows a short-term exemption from these water quality standards to apply pesticides to a state water body. If an aquatic herbicide is going to be applied in or over the water then contact the Department of Environmental Quality, Water Protection Bureau at 406-444-3080 or their website at [http://www.deq.mt.gov/wqinfo/othercert/308Authorization.mcpx](http://www.deq.mt.gov/wqinfo/othercert/308Authorization.mcpx) for more information on this permitting process.
Important Points to Remember:

- All grant applications must be postmarked by December 1, 2011. Grant proposals must have one original and an electronic copy of the grant application. All grant application information is on the Department of Agriculture’s website at [http://agr.mt.gov/weedpest/trustfund.asp](http://agr.mt.gov/weedpest/trustfund.asp).

- Save the electronic copy of the grant application and any attachments to a CD and mail it with the original grant application. If you have several grant applications you can save all of the electronic applications and attachments to one CD.

- Do not use old forms, if you cut and paste from an old grant make sure you update the information with the current year and project information. Continuing projects need to specifically address project success and justify why it is important for continuation of funding.

- Integrated weed management and education are important components of the project. Include these in your written narrative.

- The grant does not pay for purchasing biocontrol for noxious weeds since the Trust Fund supports school insectaries.

- Grant proposal request amount is limited to a maximum of $75,000. Grant proposals are considered and funded on a one-year basis.

- The project sponsor and project coordinator must be clearly identified. All correspondence will be addressed to the project coordinator.

- There is no reimbursement for costs incurred prior to final signing of the contract. The contract is effective upon the final signature(s) and date.

- Applicants cannot use grant funds to write grant proposals or reimburse travel expenses to attend grant hearings in support of their proposal(s) to the Noxious Weed Management Advisory Council.

- Local Cooperative projects are built on the acres to be treated and associated dollars committed by participating individuals. The project sponsor needs to insure that all participating landowners have been contacted and are committed to the project prior to grant submission.

- The Trust Fund will not fund capital improvement projects or annual herbicide for cropland or CRP practices.
• Provide a clear readable project map for your grant proposal with the township, range, and section. If the map is illegible, you will be required to re-submit the project map.

• The environmental assessment (EA) part of the grant application directs the grant participants in making the appropriate choice of herbicides to use depending on the noxious weed species along with environmental characteristics such as groundwater depth, soil type, non-target damage, and surface water resources.

• Start gathering the environmental information necessary to complete the EA section of the grant application in October. It is important to start early to have enough time to complete the requirements of the EA and request help from Department of Agriculture staff if there is a problem you encounter with completing any part of the EA worksheet.

• Submit your grant forms and written narrative as outlined in the beginning of this section. This helps the Advisory Council review the many grant applications received in a fair manner and allows them to find information on your grant quickly during the grant hearings.

• The Advisory Council will not fund Trust Fund education products such as the Weed ID booklets, TIPS for Fighting Weeds on Small Acreages in Montana, etc. due to the Trust Fund grant program funding the production and printing of these materials. Your project can purchase those products through the Montana Weed Control Association at www.mtweed.org or your local county extension office.
Continuing–Local Cooperative Weed Management Projects

Continuing local cooperative weed management proposals must include:

1. **Noxious Weed Grant Program Application Cover Page** – Do not attach any type of cover page or other material on top of this application form and staple the grant application in the upper left hand corner only. Do not bind the pages or use any kind of clips.

2. **Cooperators/Agency List** – List grant participants and agencies involved in the grant project area. The agency list, which should include neighboring county weed districts if the project boundary is in multiple counties, must have the agency contact person and their phone number. Make additional copies if you need more room for the cooperators. Also, list the individual people or groups that sent you letters of support.

3. **Budget Detail/Financial Narrative** – Requested grant funds and matching funds (in actual dollars) are on one page, which make up your budget for your project. The Trust Fund will not fund equipment for your project, but you can use equipment purchased for the project as matching dollars on the budget. In-kind matches are services or resources and a description of that type of match needs to be in the written narrative not on the grant budget sheet. See the instruction sheet in the Grant Application Forms document for more details on how to complete the budget form. *Remember* round all figures to the nearest dollar.

4. **Herbicide and Application Cost Summary Sheet** – Summarize herbicide costs using the state bid contract prices included in the Appendix and commercial applicator costs from area applicators for all participants in the project. Additional herbicides cannot be added to the project after the grant hearings. The Trust Fund does not fund annual herbicide for cropland and CRP (Conservation Reserve Program) practices. The Noxious Weed Management Advisory Council will fund herbicide costs based on Montana’s state contract for
cooperative purchase on common herbicides. If a herbicide is not listed on the herbicide pricing schedule in the Appendix then contact a local dealer for a current price. For more information about the state purchasing contract visit: http://gsd.mt.gov/apps/termcontracts/ then click on “Agricultural Chemicals” then click on the Contract Document number to open the state contract and scroll down to Attachment A. * Remember * round all figures to the nearest dollar.

5. Seed and Application Cost Summary Sheet (if applicable) – Summarize seed costs and commercial applicator costs for all cooperators in the project area. The Trust Fund provides cost share for re-seeding areas after weed control to establish desirable vegetation and good competition for the treated area. The Trust Fund program does not fund re-seeding efforts for alfalfa field, grain for wildlife habitat, or other cropland situations. Please list the specific grass species and/or forbs making up the seed mixture in the written part of the grant application under “Plan of Work.” * Remember * round all figures to the nearest dollar.

6. Description of the Project (written narrative) –

   Project History – provide a brief history of the project and where the project is located within your county. This paragraph helps new members of the Noxious Weed Management Advisory Council not familiar with your continuing grant project.

   Activities Completed to Date – describe what your project participants accomplished within the last year. Include acres treated, noxious weeds controlled or eradicated, acres grazed, number of biological control sites established, other control methods used (hand pulling, cultural), acres re-seeded, meetings and project tours held, education events, and monitoring activities.

   Purpose – explain the desired outcome of this continuing project or what you want to accomplish in one year.

   Benefits – explain how this project supports the state and county weed management plans, describe the benefits of this project and how it will enhance the common goal of landowners controlling their noxious weeds.

   Funding Options – if applying for special funding explain how your project qualifies for this funding:

   i. Special General Funding – these funds are to help mitigate the impact of noxious weeds on private lands as a result of the activities of the MT Department of Fish, Wildlife & Parks. Examples of areas impacted by FWP activities include: wildlife grazing and wintering areas, recreation areas, and waterways.

   ii. Cooperative Forestry Assistance Funding – these funds are to help manage private, tribal, and non-federal public land noxious weed infestation. Requested funding must focus on state-listed noxious
weeds and the project must be within an established Weed Management Area on private, tribal, and/or state lands in areas associated with federal lands with an active weed management program. The project area must have 10% forest cover or be lands with infestations adjacent to or associated with forested lands that pose a threat to the forested lands.

7. Specific Objectives and Methodology –

Objectives – describe the specific objectives of your project. Objectives should be measurable and time-based, such as, eradicating new weed species by the end of the project or reducing established weed species by 25% by the end of the project. You will need to determine which noxious weeds you want to eradicate (if possible) and the percentage of weed reduction you expect to achieve.

Plan of Work – describe how this project will implement integrated weed management of the targeted weed species. List the targeted noxious weeds, the size and density of infestations and if the weed is a new invader in the project area along with what priority is set for this noxious weed, and what control methods will be used for each weed. Also include the biological control agents that will be used or are in existence in the project. For grazing projects, describe the grazing management plan for the type of livestock that will be used in the project. All sheep/goat grazing projects are required to consult with the Montana Fish, Wildlife and Parks Department (FWP) prior to project implementation due to possible conflict in areas associated with bighorn sheep or predators (i.e., grizzly bears and wolves); special preventative action and caution must be taken with grazing projects. If bighorn sheep, grizzly bears, or wolves are observed in or near your grazing project area, FWP must be notified immediately. Please describe what type of collaboration you have had with FWP about this issue in your project area. Subdivisions within the project boundary – describe the number of lots, lot size, number of subdivisions in the project area, percent of landowners participating in this project, and what their homeowner association is currently doing for weed control. All projects must specify how you will accomplish or finish your objective for this local cooperative project. Please state if additional land or new herbicides have been added to the project. If nothing has been added please state no new additions.

Natural/Renewable Resources Effect – describe the long term effect your project will have on the surrounding natural resources (energy, minerals, land, water, and biota – plant and animal life of a region). Provide a brief description on how your project will enhance the renewable resources (livestock grazing, timber, crop production, recreation, wildlife, and all water resources) in your area.

Education Program – describe what type of noxious weed education and awareness program will be implemented as the project progresses. Also,
provide information about project tours, demonstration areas, workshops or meetings that will be conducted during the project.

**In-kind Activities** – provide a narrative describing planned in-kind contribution, such as landowner labor and equipment use for spraying and agency labor that would be equivalent to in-kind match to be used in the project area.

**Evaluation** – describe how you will monitor and measure the success of this project. Long-term monitoring and evaluation should be discussed for your project area. Monitoring must include photo points and may include vegetation surveys, AUM Analyzer, pounds of usable forage, etc.

8. **Time Schedule** – describe the time schedule for beginning and completing all phases of the project. In addition, outline a long-term commitment for management of the target weed species in the project area.

9. **Project Success** – provide before and after photo-points and a short description of the photos including the name of the noxious weed(s), herbicide and rate used, and timing of application. This will be used as a visual for the Advisory Council to evaluate your project. The Advisory Council is requesting a minimum of two photo-points (before and after) to be included in the grant proposal.

10. **Project Map** – local cooperative projects are required to submit a readable map with the original grant application. The project map must have the project boundary in conjunction with the county boundaries; legal description (Township, Range, Sections); landownership (private, state, federal, etc.); and a legend of any marks, colors or symbols used on the map.

11. **Environmental Assessment (EA)** - only needed if additional land has been added to the original project area or a grant that changes the class of herbicide used in the original grant EA. (see EA information in Section 1, pages 5-6)

**Important Points to Remember:**

- All grant applications must be postmarked by December 1, 2011. Grant proposals must have one original and an electronic copy of the grant application. All grant application information is on the Department of Agriculture’s website at [http://agr.mt.gov/weedpest/trustfund.asp](http://agr.mt.gov/weedpest/trustfund.asp).

- Grant proposal request amount is limited to maximum of $75,000. Grant proposals are considered and funded on a one-year basis.

- Save the electronic copy of the grant application and any attachments to a CD and mail it with the original grant application. If you have several grant applications you can save all of the electronic applications and attachments to one CD.
• Applicants cannot use grant funds to write grant proposals or reimburse travel expenses to attend grant hearings in support of their proposal(s) to the Noxious Weed Management Advisory Council.

• Do not use old forms, if you cut and paste from an old grant make sure you update the information with the current year and project information. Continuing projects need to specifically address project success and justify why it is important for continuation of funding.

• Project Success is an important part of the continuing local cooperative grant application. The Advisory Council will recommend your project not to be funded if this or any other part of the application is not complete.

• Local Cooperative projects are built on the acres to be treated and associated dollars committed by participating individuals. The project sponsor needs to insure that all participating landowners have been contacted and are committed to the project prior to grant submission.

• The Trust Fund will not fund capital improvement projects or annual herbicide for cropland or CRP practices.

• Provide an updated, clear and readable project map for your grant proposal with the township, range, and section. If the map is illegible, you will be required to resubmit the project map.

• Submit your grant forms and written narrative as outlined in the beginning of this section.

• The Advisory Council will not fund Trust Fund education products such as the Weed ID booklets, TIPS for Fighting Weeds on Small Acreages in Montana, etc. due to the Trust Fund funding the production and printing of these materials. Your project can purchase those products through the Montana Weed Control Association at www.mtweed.org or your local county extension office.

• **Applicator licenses** – all commercial and governmental pesticide applicators must be properly licensed to apply herbicides. All landowners must have a farm applicator license if they will be using a restricted use herbicide. Verification of proper licensing will be required in all narrative reports.

• **308 Authorization** – The 308 Authorization allows a short-term exemption from these water quality standards to apply pesticides to a state water body. If an aquatic herbicide is going to be applied in or over the water then contact the Department of Environmental Quality at 406-444-3080 or their website at http://www.deq.mt.gov/wqinfo/othercert/308Authorization.mcpx.
New or Continuing – Research Projects

New or continuing research grant proposals must include:

1. **Noxious Weed Grant Program Application Cover Page** – Do not attach any type of cover page or other material on top of this application form and staple the grant application in the upper left hand corner only. Do not bind the pages or use any kind of clips.

2. **Cooperators/Agency List** – List grant participants and agencies involved in the research grant. Please include County Weed Districts if your field work is in their county. Make additional copies if you need more room for the cooperators. Also, list the individual people or groups that sent you letters of support.

3. **Budget Detail/Financial Narrative** – Requested grant funds and matching funds (in actual dollars) are on one page, which makes up your budget for your project. See the instruction sheet in the Grant Application Forms document for more details on how to complete the budget form. In-kind matches are services or resources and should be written in the grant proposal narrative. Indirect costs and Forgone IDCs are not paid with grant funds. *Remember* * round all figures to the nearest dollar.

4. **Description of the Project** (written narrative) –

   **History** – provide a brief history and magnitude of the noxious weed problem; provide discussion and proof that a search of the literature has been done to avoid duplication of project.

   **Purpose** – address desired outcome of this research project or what you want to accomplish in one year of funding. Also, provide a short summary
on how project results could be applied statewide along with a description of the tangible returns to the county or state; how this information will directly improve current invasive species control and management; and if it meets the research priorities listed later in this section.

**Cooperative Participation** – explain how the cooperation will achieve the goals of the proposed research; how long the cooperators have been working together, what have these participants accomplished prior to the grant application, what activities will they complete that are not covered by this grant; if this project is being used to leverage other dollars, please list source(s) and amount(s).

**Location of Project** – describe where the research project (site) is located within the state and please include any public/private land cooperators that have research sites located on their property.

**Benefits** – explain how this project supports the state weed management plan; describe the benefits of this project and how it will enhance the common well-being of the people of Montana.

5. **Specific Objectives and Methodology** –

   **Objectives** – describe the specific objectives of your research project. Objectives should be clear, measurable, and time-based.

   **Plan of Work** – describe, in appropriate detail, how the research for this project will be performed.

   **In-kind Activities** – provide a narrative describing planned in-kind contributions, such as facilities, labor, transportation, or other resources that will be used in the project. Please address and define Indirect Costs and Forgone IDCs.

   **Evaluation** – describe how you will monitor and measure the success of this research project.

   **Publication** – please list potential journals/publications in which the information may be published.

   **Data Analysis** – if specific data is to be collected, how will the collected data be analyzed?

   **Dissemination** – how will you get this information to the end user? Please list possible events and venues for information dissemination, such as professional conventions, scientific journals, etc.

6. **Time Schedule** – describe the time schedule from the beginning until completion for all phases of the research project, please include dates.

7. **Environmental Assessment (EA)** (include only with the original grant application and attach it separately) Research projects using aquatic herbicides in a natural system need to contact the Department of Agriculture to
determine if the department’s EA is sufficient or if a formal EA is necessary. Also, research projects that have treatment areas over 100 acres or contain elements that may potentially impact the environment need to contact the Department of Agriculture to determine if the project needs to undergo the EA process.

**Research Priorities:**

Priorities from the Montana Weed Management Plan:

- Quantify the effects of weeds on Montana’s economy.
- Determine the scientific basis for management techniques to prevent weed invasion or re-invasion.
- Understand weed biology and plant dynamics.
- Develop integrated weed management control systems.
- Develop and demonstrate methods for revegetating and reclaiming disturbed land.
- Determine effects of natural disturbance on weed biology, ecology, and spread.

**Important Points to Remember:**

- All grant applications must be postmarked by December 1, 2011. Grant proposals must have one original and an electronic copy of the grant application. All grant application information is on the Department of Agriculture’s website at [http://agr.mt.gov/weedpest/trustfund.asp](http://agr.mt.gov/weedpest/trustfund.asp).

- Save the electronic copy of the grant application and any attachments to a CD and mail it with the original grant application. If you have several grant applications you can save all of the electronic applications and attachments to one CD.

- Grant proposal request amount is limited to maximum of $75,000. Grant proposals are considered and funded on a one-year basis.

- The project sponsor and project coordinator must be clearly identified. All correspondence will be addressed to the project coordinator.

- There is no reimbursement for costs incurred prior to final signing of the contract. The contract is effective upon the final signature(s) and date.
• Research proposals from agricultural experiment stations and the cooperative extension service for crop weed management research, evaluation, and education can apply to the Trust Fund for consideration of funding.

• Research projects can include chemical, non-chemical, biological, and integrated approaches. Creative proposals for investigating new techniques for weed management are encouraged.

• Matching funds are not required for research grants, but may be included and go on the budget sheet (form NW-2A). In-kind matches or Forgone IDCs need to be addressed in the proposal narrative.

• Applicants cannot use grant funds to write grant proposals or reimburse travel expenses to attend grant hearings in support of their proposal(s) to the Noxious Weed Management Advisory Council.

• Please do not send the Herbicide or Seed Application sheet if you are not using them.

• Submit your grant forms and written narrative as outlined in the beginning of this section. This helps the Advisory Council review the many grant applications received in a fair manner and allows them to find information concerning your proposal quickly during the grant hearings.
New or Continuing – Education Projects

New or continuing education grant proposals must include:

1. **Noxious Weed Grant Program Application Cover Page** – Do not attach any type of cover page or other material on top of this application form and do not bind the pages. Staple the grant application in the upper left hand corner only.

2. **Cooperators/Agency List** – List grant participants and agencies involved in the education grant. Make additional copies if you need more room for the cooperators. Also, list the individual people or group that sent you letters of support.

3. **Budget Detail/Financial Narrative** – Requested grant funds and matching funds (in actual dollars) are on one page, which makes up your budget for your project. In-kind matches are services or resources that contribute to the project and needs to be address in the proposal narrative. See the *instruction sheet* in the Grant Application Forms document for more details on how to complete the budget form. Indirect costs are not paid with grant funds, but they may be counted as matching funds. *Remember* round all figures to the nearest dollar.

4. **Description of the Project** (written narrative) –

   - **History** – provide a brief history and magnitude of the weed education and awareness need.
   - **Purpose** – what is the desired outcome of this education project or what do you want to accomplish in one year. Also, provide a short summary on how this project could be used statewide along with a description of the
tangible returns (something real or measurable) to the county or state.

Cooperative Participation – what has been accomplished prior to the grant application, and what activities will they complete that are not covered by this grant.

Location of Project – describe where the education project will be located within your county or the size of area (county-wide, state-wide, regional, etc.) the education project will cover and the target audience.

Benefits – explain how your education project supports the state and county weed management plans; describe the benefits of this project and how it will enhance the common well-being of the people of Montana.

5. Specific Objectives and Methodology –

Objectives – describe the specific objectives of your education project. Objectives should be measurable and time-based.

Plan of Work – describe all phases of this education project to complete the objectives of this grant proposal. Also include how this education and awareness project will be implemented to reach the people in your county or state.

In-kind Activities – provide a narrative describing the planned in-kind contributions, such as agency labor that would be equivalent to in-kind match to be used in the project area.

Evaluation – describe how you will monitor and measure the success of this education project. Long-term evaluation should be discussed for your education project.

6. Time Schedule – describe the time schedule for beginning and completing all phases of the education project.

Important Points to Remember:

- All grant applications must be postmarked by December 1, 2011. Grant proposals must have one original and an electronic copy of the grant application. All grant application information is on the Department of Agriculture’s website at http://agr.mt.gov/weedpest/trustfund.asp.

- Save the electronic copy of the grant application and any attachments to a CD and mail it with the original grant application. If you have several grant applications you can save all of the electronic applications and attachments to one CD.

- Grant proposal request amount is limited to maximum of $75,000. Grant proposals are considered and funded on a one-year basis.
• The project sponsor and project coordinator must be clearly identified. All correspondence will be addressed to the project coordinator.

• There is no reimbursement for costs incurred prior to final signing of the contract. The contract is effective upon the final signature(s) and date.

• Education projects are not required to have a 50:50 match on the budget detail/financial narrative form. However, some match is encouraged for your education project. Do address any in-kind match in the narrative description.

• Applicants cannot use grant funds to write grant proposals or reimburse travel expenses to attend grant hearings in support of their proposal(s) to the Noxious Weed Management Advisory Council.

• Please do not send Herbicide/Seed Application sheets with any Education grant proposal.

• Submit your grant forms and written narrative as outlined in the beginning of this section. This helps the Advisory Council review the many grant applications received in a fair manner and allows them to find information on your grant quickly during the grant hearings.
<table>
<thead>
<tr>
<th>Active Ingredient</th>
<th>Trade Name-State Bid</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amine 2,4-D</td>
<td></td>
<td>$3/quart</td>
</tr>
<tr>
<td>Aminocyclopyrachlor</td>
<td>Perspective</td>
<td>$4.50/oz</td>
</tr>
<tr>
<td>Aminopyralid</td>
<td>Milestone</td>
<td>$15 at 7oz, $11 at 5 oz</td>
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<tr>
<td>Aminopyralid 2,4-D</td>
<td>Forefront R &amp; P</td>
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<tr>
<td>Aminopyralid Metsulfuron</td>
<td>Chaparral</td>
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<tr>
<td>Chlorsulfuron</td>
<td>Telar</td>
<td>$15/oz</td>
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<tr>
<td>Clopyralid</td>
<td>Transline</td>
<td>$19/pint</td>
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<td>Clopyralid 2,4-D</td>
<td>Curtail</td>
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<tr>
<td>Dicamba</td>
<td>Rifle D</td>
<td>$10/quart</td>
</tr>
<tr>
<td>Difluflenzapyr Dicamba</td>
<td>Overdrive</td>
<td>$9 at 4 oz</td>
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<tr>
<td>Ester 2,4-D</td>
<td></td>
<td>$5/quart</td>
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<tr>
<td>Glyphosate</td>
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<td>$5/quart</td>
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<tr>
<td>Glyphosate Aquatic</td>
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<tr>
<td>Imazapic</td>
<td>Plateau</td>
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<td>Imazapyr</td>
<td>Arsenal</td>
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<td>Escort</td>
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<td>Tordon</td>
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<td>Triclopyr Amine</td>
<td>Garlon 3A</td>
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<tr>
<td>Triclopyr Ester</td>
<td>Remedy Ultra</td>
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**ADDITIVES**

<table>
<thead>
<tr>
<th>Additive</th>
<th>Cost</th>
</tr>
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<tbody>
<tr>
<td>Hi Lite blue dye</td>
<td>$4/acre</td>
</tr>
<tr>
<td>Methylated Seed Oil</td>
<td>$2/acre</td>
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<tr>
<td>Surfactant (non-ionic)</td>
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<tr>
<td>Syltac (synthetic)</td>
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<tr>
<td>Basal Bark Oil</td>
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<tr>
<td>NEW Local Cooperative</td>
<td>Continuining Local Cooperative</td>
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<tr>
<td>-----------------------</td>
<td>-----------------------------</td>
</tr>
<tr>
<td>- Application Cover Page</td>
<td>- Application Cover Page</td>
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<tr>
<td>- Cooperator/Agency List</td>
<td>- Cooperator/Agency List</td>
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<tr>
<td>- Budget Sheet</td>
<td>- Budget Sheet</td>
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<tr>
<td>- Herbicide/Application Sheet</td>
<td>- Herbicide/Application Sheet</td>
</tr>
<tr>
<td>- Seed/Application Sheet (if applicable)</td>
<td>- Seed/Application Sheet (if applicable)</td>
</tr>
<tr>
<td>- Description of the Project</td>
<td>- Description of the Project</td>
</tr>
<tr>
<td>- History, Purpose, Cooperative Participation, Location of Project, Benefits and Funding Options</td>
<td>- Project History, Activities Completed to Date, Purpose, Benefits, Funding Options</td>
</tr>
<tr>
<td>- Specific Objectives &amp; Methodology</td>
<td>- Specific Objectives &amp; Methodology</td>
</tr>
<tr>
<td>- Time Schedule</td>
<td>- Time Schedule</td>
</tr>
<tr>
<td>- Project Success</td>
<td>- Project Success</td>
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<tr>
<td>- Project Map</td>
<td>- Project Map</td>
</tr>
<tr>
<td>- Environmental Information</td>
<td>- Environmental Information</td>
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<tr>
<td>(only if you are adding land outside of your original project boundary)</td>
<td>(only if you are adding land outside of your original project boundary)</td>
</tr>
</tbody>
</table>

**Grant Deadline Postmarked by:**

**December 1, 2011**

Submit one original application and an electronic copy on a CD of the grant application.