Emergency Weed Grant Application Instructions

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



Click "Funding Opportinuties" to view all available funding opportunities. REMINDER: Only use the WebGrants "Back" button – do not use your browser back arrow.



Click on the Opportunity Title to open the Funding Opportunity that you wish to apply for.

| 1 | Funding Opportunities | | | / | | |
|---|--|--|---------------------------------------|--|--|-----|
| Curre | ent Funding Opportunities | | | | | |
| All curr date. Click o Click o | ently posted opportunities appear l n the title to open the Funding Opp n the column headers to sort list of | below. The Application Deadline indic ortunity summary. Opportunities. | ates the due date for h | e application submission. You will be unat | ble to submit your application after thi | is |
| ID | Agency | Program | | Opportunity Title | Application Deadli | ine |
| 70315 | Department of Agriculture | AGR GTA Growth Through Agriculture | AGR Growth Throug | h Agriculture November 1 2018 | 11/01/2018 | |
| 72034 | Department of Agriculture | AGR Noxious Weed Trust Fund | AGR Noxious Weed | Trust Fund 2019 Emergency Weed Gra | int 11/01/2018 | |
| 72036 | Department of Agriculture | AGR Noxious Weed Trust Fund | AGR Noxious Weed Grant Application | Trust Fund FY19 Special County/Reser | rvation 11/01/2018 | |

Emergency Weed Grant Application Instructions

Click "Start a New Application". Each form has instructions on how to save and edit the entered information. <u>Time Saver Tip</u>: You can copy an existing grant application and/or information from Word or Excel files and paste it into the form you are working on in WebGrants. Be sure to review copied information.

| Opportunity Details | Copy Existing Application | Start a New Application |
|---|---------------------------|-------------------------|
| 72034-AGR Noxious Weed Trust Fund 2019 Emergency Weed Grant | | |

Enter the name of the project in the "Project Title" text box. Then click on "Save" (at the top right).

| 🏠 Menu 🧟 Help 📲 Log Out | 🥎 Back 쵫 Print 🧼 Add 渊 Delete 🧭 Ed 🛛 🔡 Save |
|---|--|
| « | |
| Instructions | |
| Fill out the form below and click "Save". Once Primary, Additional and Authorized Officials. If page. Once the registration has been approve | completed and saved, click on the "Go to Application Forms" link to continue completing the rest of the application. Pick the appropriate additional contacts or authorized officials have not been registered in the system, submit a registration request on the main fundingmt.org d, have the primary contact person add them to the organization. |
| Enter a BRIEF project title, you will have the op To save or edit this form, click "Save" or "Edit" noving on to the next form. If you wish to mov- ost. | pportunity to detail your project further in the application. In the upper right hand corner of the screen. Information entered into this form will be lost unless the "Save" icon is selected before e back a screen, select the "Back" icon. Do not click on the main browser's back arrow. Doing so could cause the data you entered to be |
| General Information | |
| Primary Contact:* | Jasmine Test 🗸 |
| Project Title: (limited to 250 characters)* | Emergency Grant Test 2018 |
| Authorized Official:* | Jasmine Test 🗸 |
| Organization:* | Carol B 🗸 |

To add additional contacts or to make changes, click "Edit". When done, continue to the application forms by clicking "Go to Application Forms".



Emergency Weed Grant Application Instructions

All forms for this type of application can now be seen. Click on a form name and enter the required information. Use the "Other Attachments" form to attach project area map(s).

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|--|--|---|--|---|
| Section | | | | |
| Application: 101982 - Emergency | Grant Test 2021 | | | |
| Program Area: | AGR Noxious Wee | d Trust Fund | | |
| Funding Opportunities: | 101062 ACD Nov | ious Weed Trust Fund 2021 F | mergency Weed Crant | |
| r unung opportunities | 101002 - AGR NOX | | mergency weed Grant | |
| Application Deadline: | 11/01/2020 | | | |
| Instructions | | | | |
| Insuucuons | | | | |
| The required application forms appear below. the form is only an indicator that the form has button | Please note: Clicking 'M been completed. All appl | ark as Complete" does not submit th lication components must be marked | e application component or prevent as complete in order to submit. To | further editing. The check mark beside submit the application click the Submit |
| | | | | |
| | | | | |
| Application Forms | | | Applica | tion Details Submit Withdraw |
| Application Forms | Form Name | | Complete? | tion Details Submit Withdraw |
| Application Forms | Form Name | | Complete? | tion Details Submit Withdraw Last Edited |
| Application Forms General Information Project Information-Emergency Grants | Form Name | | Complete? | tion Details Submit Withdraw Last Edited 07/08/2020 |
| Application Forms General Information Project Information- Emergency Grants Project Overview – Emergency | Form Name | | Complete? | tion Details Submit Withdraw Last Edited 07/06/2020 |
| Application Forms General Information Project Information- Emergency Grants Project Overview – Emergency Cooperators | Form Name | | Complete? | tion Details Submit Withdraw Last Edited 07/06/2020 |
| Application Forms General Information Project Information- Emergency Grants Project Overview – Emergency Cooperators Weed Management Plan Emergency | Form Name | | Complete? | tion Details Submit Withdraw Last Edited 07/08/2020 |
| Application Forms General Information Project Information- Emergency Grants Project Overview – Emergency Cooperators Weed Management Plan Emergency Herbicide Worksheet | Form Name | | Complete? | tion Details Submit Withdraw Last Edited 07/08/2020 |
| Application Forms General Information Project Information- Emergency Grants Project Overview – Emergency Cooperators Weed Management Plan Emergency Herbicide Worksheet Revegetation Worksheet | Form Name | | Complete? | tion Details Submit Withdraw Last Edited 07/08/2020 |
| Application Forms General Information Project Information- Emergency Grants Project Overview – Emergency Cooperators Weed Management Plan Emergency Herbicide Worksheet Revegetation Worksheet Budget | Form Name | | Complete? | tion Details Submit Withdraw Last Edited 07/06/2020 |
| Application Forms General Information Project Information- Emergency Grants Project Overview – Emergency Cooperators Weed Management Plan Emergency Herbicide Worksheet Revegetation Worksheet Budget EA- General Vegetation | Form Name | | Complete? ✓ | tion Details Submit Withdraw Last Edited 07/08/2020 |
| Application Forms General Information Project Information- Emergency Grants Project Overview – Emergency Cooperators Weed Management Plan Emergency Herbicide Worksheet Revegetation Worksheet Budget EA- General Vegetation EA-Soils & Water | Form Name | | Complete? | tion Details Submit Withdraw Last Edited 07/08/2020 |
| Application Forms General Information Project Information- Emergency Grants Project Overview – Emergency Cooperators Weed Management Plan Emergency Herbicide Worksheet Revegetation Worksheet Budget EA- General Vegetation EA-Soils & Water EA- Wildlife Habitat & TES Species | Form Name | | Complete? | tion Details Submit Withdraw Last Edited 07/06/2020 |
| Application Forms General Information Project Information- Emergency Grants Project Overview - Emergency Cooperators Weed Management Plan Emergency Herbicide Worksheet Revegetation Worksheet Budget EA- General Vegetation EA-Soils & Water EA-Wildlife Habitat & TES Species EA- Air Quality | Form Name | | Complete? | tion Details Submit Withdraw Last Edited 07/06/2020 |
| Application Forms General Information Project Information- Emergency Grants Project Overview – Emergency Cooperators Weed Management Plan Emergency Herbicide Worksheet Revegetation Worksheet Budget EA- General Vegetation EA-Soils & Water EA-Soils & Water EA-Wildlife Habitat & TES Species EA-Aring Quality EA- Historical and Archaeological Sites | Form Name | | Complete? ✓ | tion Details Submit Withdraw Last Edited 07/08/2020 |
| Application Forms General Information Project Information- Emergency Grants Project Overview – Emergency Cooperators Weed Management Plan Emergency Herbicide Worksheet Revegetation Worksheet Budget EA- General Vegetation EA-Soils & Water EA-Soils & Water EA-Wildlife Habitat & TES Species EA- Air Quality EA- Historical and Archaeological Sites EA- Document Checklist | Form Name | | Complete? | tion Details Submit Withdraw Last Edited 07/08/2020 |

The "Complete?" column must have a check mark in it for each form before WebGrants will allow the application to be submitted. If you need to make a change to a form that has already been marked as Complete, click the form name, click Edit and make the necessary changes. Click Save when completed.

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

Specific instructions for the Herbicide, Revegetation and Budget forms can be found under Files & Forms on the <u>Montana Department of Agriculture</u> Noxious Weed Trust Fund webpage.