Reminders:

- Herbicides listed and approved on the application are the only herbicides allowed to receive grant cost-share.
- Sack Always use the WebGrants back button using the main browser back arrow may cause loss of data.

Herbicide Worksheet

The herbicide worksheet consists of four sections.

- The "Private Applicator" sections are for herbicide costs associated with <u>landowners applying</u> a single herbicide or a tank mix of herbicides to their own land.
- The "Commercial Applicator" sections are for herbicide costs associated with landowners <u>hiring a commercial applicator</u> to apply the herbicide(s) to their land.

To enter a **Private Applicator Single Herbicide** for the project click "Add" in the correct section.



The following form will be displayed. Click on the *View Montana State Agricultural Chemical price list* link to see the current State Bid prices for chemicals and additives. Herbicide funding requests should be calculated at these prices. If your herbicide or additive cost(s) differs, complete the field on the form that requests an explanation.

Updated 9/2021 Page 1 of 7

Rates of herbicides and additives must be entered in ounces per acre. For example, a rate of 1 pint/acre should be entered as 16 ounces or 1 quart/acre should be entered as 32 ounces.

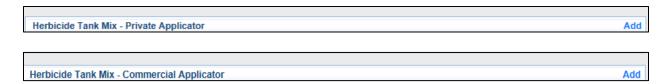
Application	
Application: 60478 - AGR Noxious Weed Trust Fund 2018 Local Cooperative-Continuing	
Program Area: AGR Noxious Weed Trust Fund	
Funding Opportunities: 60470 - AGR Noxious Weed Trust Fund 2018 Local Cooperative-Continuing	
Application Deadline: 01/06/2018	
Requested Total: \$57,725.00	
Instructions	
Click "Add" to enter project herbicides. Click "Save" when complete. The requested grant amount and the 50% cost share amount will be automatically entered on the budget form.	
Click "Edit". Add any additional county listed weeds that will be treated. Click "Save".	
Click the active ingredient name to make changes if needed. If changes are made to this form after completing the budget form, you will need to click "Edit" "Save" on the budget form tupdate.	
REMEMBER: The herbicides listed and approved on the application will be the only herbicides that can receive grant cost-share.	
Single Herbicide - Private Applicator	
Click "Add" to enter a private applicator single herbicide product for this project. Click "Save" when done. Repeat the steps until all private applicator single herbicide products are listed.	
View Montana State Agricultural Chemical price list.	
	Click the dropdown arrow for a list of herbicide Active Ingredients . Select a herbicide that will be used by private applicators in the project.
If you do not see a desired active ingredient in the list, please contact MT Dept of	
Active Ingredients*	
Application Rate* Enter the r	number of <u>ounces</u> of the herbicide product to be used per acre .
Herbicide Cost* \$0.00 Enter the C	cost of the herbicide product per acre.
Does your Herbicide cost differ from MT State price list?* O Yes O No	
If Yes, explain cost difference	
If you do not see a desired additive in the list, please contact MT Dept of Agriculture Noxious Weeds Trust Fund staff for clarification and resolution.	
Herbicide Additive	
Basal Bark Oil Oil surfactant	Use the dropdown list to select herbicide additives if you
Dye Methylated Seed Oil (MSO)	plan to use one or more with this herbicide.
Select multiple by holding down the 'cl	tri' key while selecting
Please press Ctrl + Click to select multiple	items
Additive Cost \$0.00 Enter th	ne cost of the additive(s) per acre.
Does your Additive cost differ from MT State price list?* Yes ONo	
If Yes, explain cost difference	
Application Type* Aerial	Select the application method that will be used.
Weeds Treated*	
Blueweed Canada Thistle Common Reed (Phragmites)	Use the dropdown list to Select the weeds that will be treated with this herbicide.
Common Tansy Select multiple by holding down the 'c'	tri' key while selecting
Please press Ctrl + Click to select multiple items	
Acres Treated* 0.0	number of acres that will be treated with this herbicide/additive.

Updated 9/2021 Page **2** of **7**

When finished with this entry, click "Save". Repeat the steps until all Private Applicator-Single Herbicide cost share herbicides have been added.

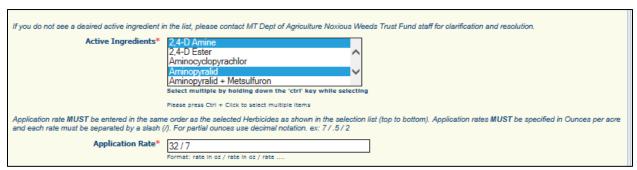
To enter a **Single Herbicide** applied by a **Commercial Applicator**, use the Commercial Applicator section and follow the same process as above. In addition, enter the **dollar amount per acre** for the commercial applicator to treat the noxious weeds in **"Application Cost"** field.

To enter a <u>Herbicide Tank Mix</u> that will be used in the project, select one of the sections shown below (dependant on private or commercial application) and click "Add".



The **Tank Mix** entry process follows the same steps as Single Herbicide entries with the following exceptions:

- More than one Active Ingredient choice can be selected hold down the ctrl key while making selections.
- The Application Rate is entered for each active ingredient. The Rate must be entered in the same order as the ingredients are listed on the Active Ingredient drop down list.



The entry above is for 32 ounces of 2,4-D Amine and 7 ounces of Aminopyralid.

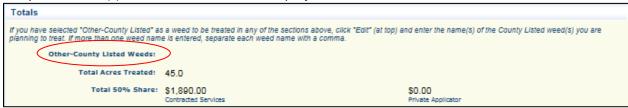
If changes are needed on the form, click on the active ingredient name to re-open the entry. Updates can be made or the entry can be deleted if needed.



WebGrants automatically adds the acres treated from the sections above and puts them in the "Total Acres Treated" box. The same is true for the total cost share dollar amount for Contracted Services (commercial applicator cost share) and Supplies & Materials (private applicator cost share). The grant and matching amounts will be automatically transferred to the budget form.

Updated 9/2021 Page **3** of **7**

If "Other-County Listed" was selected in the Weeds to be Treated dropdown, click "Edit" to enter the names of the other-county listed weed(s) included in this Trust Fund project.

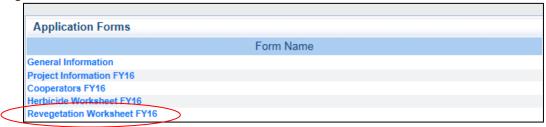


When completed, click "Save".

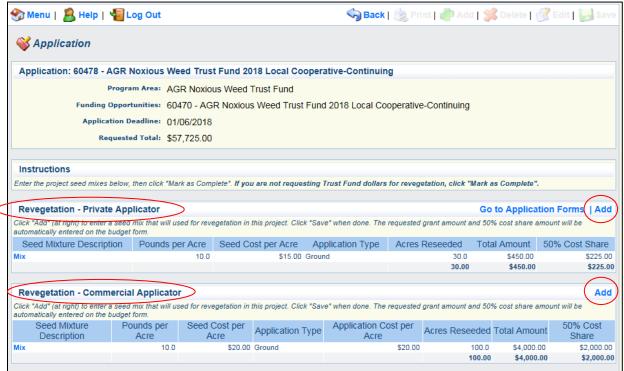
Once all herbicide information is entered for your project, click "Edit", "Save", and "Mark as Complete".

Revegetation Worksheet

Select the Revegetation Worksheet form.

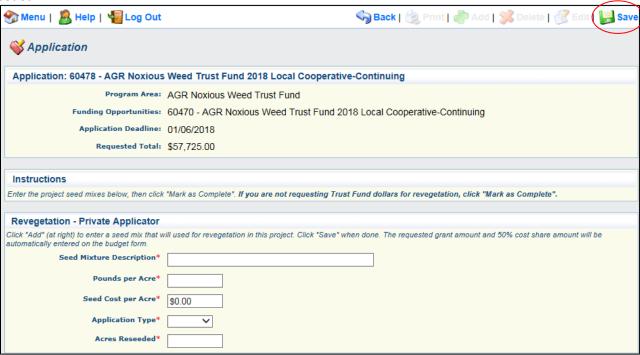


Click "Add" in the appropriate section-either Private or Commercial Applicator for revegetation cost share. If your project *is not* requesting cost share for revegetation click "Mark as Complete".



Updated 9/2021 Page 4 of 7

Enter the seed mix description, pounds to be used per acre, cost per acre, application type, and the number of acres to be reseeded.



Click "Save" when the entry is complete. Continue adding all cost share seed mixtures then "Save" and "Mark as Complete". WebGrants automatically totals the "Total Acres Reseeded" and cost share amounts at the bottom of the form. The combined total and matching amount is automatically inserted on the budget form.

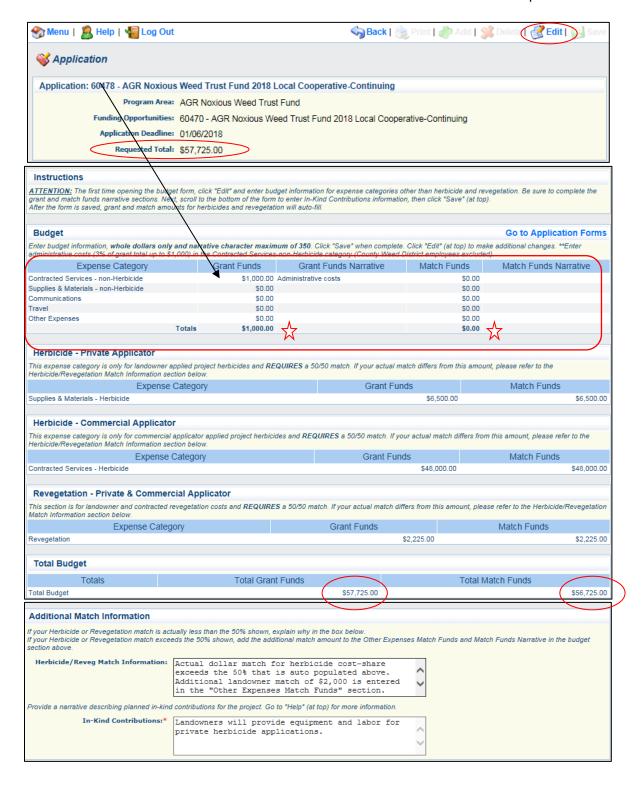
Budget Worksheet

Select the Budget Form and click "Edit". Enter the Grant Funds and Match Funds **amounts and narratives** in the **upper budget section** (non-herbicide or revegetation).

**Administrative costs up to 3% of the grant total, maximum of \$1,000, may be requested by project coordinators not receiving a Special County/Reservation grant. Once all expenses have been totaled, enter the administrative costs under "Contracted Services non-herbicide".

Updated 9/2021 Page **5** of **7**

Enter the "In-Kind Contribution" information at the bottom of the form. Click "Save" when complete.



Updated 9/2021 Page **6** of **7**

Requested Grant Fund amounts and the required 50% Match Fund amounts from the Herbicide and Revegetation Forms are entered automatically on this form once "Save" is clicked. If the project match for herbicides or revegetation exceeds, or is less than the actual project amount, click "Edit" to complete the "Herbicide/Revegetation Match Information" section of the form. Click "Save" when done.

Confirm that amounts on the budget form are correct and that narrative sections are completed. *If changes are needed, go to the correct form(s) - herbicide or revegetation, and edit if necessary. Return to the budget form after corrections have been made and click "Edit", "Save" to update the budget form.*

Click "Mark as Complete" when the form is finished. Complete all additional forms for your project. Save and mark each form as complete. Click "Submit" when ready.

Updated 9/2021 Page **7** of **7**