



ADMINISTRATIVE RULES OF MONTANA

12.9.1606 GRANTS

- (1) Grants may not exceed five years in duration. After the first year, funding allocations and reimbursements will depend on the satisfactory completion of grant award requirements in the previous year.
- (2) Upon request of the grantee, the department may extend the total length of a grant by up to two years to expend funds and accomplish the goals detailed in the grant. The department may approve or deny requests for extension based on a determination of the grantee's ability to complete the work within the additional time frame or other factors the department deems relevant.
- (3) Grants will be on a reimbursable basis. Distribution of funds will be based on documented, eligible expenses up to the amount awarded.
- (4) All requests for reimbursement must be supported by original invoices, receipts, proof of expenses, or proof of conservation activity verified by department personnel that the work has been satisfactorily completed.
 - (a) After a grant is awarded, at the request of the grantee, the department may make an advance distribution of funds of up to 50% of the total grant amount. Advance payment requests must include an estimated cost breakdown and timeline, or other detailed explanation of the request and plans for expenditure. Advance payment may be allocated at annual intervals or as one lump sum.
 - (b) Reimbursement of additional grant expenses before verification of the advance funds being fully expended is received will be at the discretion of the department.
- (5) If applicable, evidence of landowner permission to conduct conservation projects on private lands will be provided to the department before the work is performed.
- (6) Minimum criteria to qualify for a grant serve as a basis for competitive review of proposals:
 - (a) the project area includes ecologically important wildlife habitat that is in need of improvement, enhancement, or restoration;
 - (b) the project would have a reasonable probability of habitat improvement or providing conservation gain to species of conservation need;
 - (c) if applicable, the proposal provides a detailed description of activities and a funding plan for any employees of state tribal wildlife programs that grant dollars will fund;
 - (d) if applicable, the proposal provides a detailed description and strategic plan for how grant funds will be used to mitigate conflicts and reduce potential disease transmission for wildlife and domestic livestock; and

- (e) the department may determine if the individual, organization, or agency can administer a grant or contract in the amount requested.
- (7) An annual report detailing work completed, results achieved towards meeting measurable objectives, and cost breakdown will be provided at the end of each calendar year. Annual reports will be submitted promptly to the department, documenting the progress of the habitat projects and expenditures. A final project completion report summarizing the work completed and accomplishments related to the grant's measurable objectives will be submitted before final payment is made.
- (8) Projects that have reached the maximum grant duration are eligible to apply for additional funding by submitting a new grant application for consideration.

Authorizing statute(s): 87-5-808, MCA

Implementing statute(s): 87-5-803, 87-5-804, 87-5-805, 87-5-806, 87-5-807, MCA

History: NEW, 2018 MAR p. 632, Eff. 3/31/18; AMD, 2024 MAR p. 1453, Eff. 6/22/24; AMD, 2026 MAR, Notice No. 2025-274, Eff. 3/21/26.