



ADMINISTRATIVE RULES OF MONTANA

8.99.305 CRDC - CERTIFICATION REPORTING REQUIREMENTS

- (1) Annual reporting requirements for CRDC certification include:
 - (a) annual updates or revisions of the region served by the CRDC;
 - (b) annual updates or revisions of the strategic plan on file with the department;
 - (c) a description of any changes in the services provided by the CRDC to the citizens, communities, and businesses in the region;
 - (d) an action plan consistent with the strategic plan that identifies goals, actions, and priorities for the coming year in the areas of:
 - (i) revolving loan fund activity and management;
 - (ii) business technical assistance;
 - (iii) the application for and award of department grant and loan programs and other state and federal grant and loan programs;
 - (iv) local and regional planning;
 - (v) business retention and expansion programs, if any; and
 - (vi) business recruitment programs, if any;
 - (e) a report showing the work accomplished by the CRDC for the preceding year in the areas of:
 - (i) revolving loan fund activity and management;
 - (ii) business technical assistance;
 - (iii) the application for and award of department grant and loan programs and other state and federal grant and loan programs;
 - (iv) local and regional planning;
 - (v) business retention and expansion programs, if any; and
 - (vi) business recruitment programs, if any;
 - (f) a copy of the CRDC's most recent annual, audited or professionally reviewed financial statements including any supplemental schedules or other detailed information that specifically discloses the financial condition and results of operations of the CRDC; and
 - (g) any other requirements deemed necessary by the department to maintain certification.

- (2) Quarterly reporting requirements for CRDC certification include:
- (a) a progress report showing accomplishments in meeting annual work plan objectives in the following areas:
 - (i) revolving loan fund activity and management;
 - (ii) business technical assistance;
 - (iii) the application for and award of department grant and loan programs and other state and federal grants and programs;
 - (iv) local and regional planning;
 - (v) business retention and expansion programs, if any; and
 - (vi) business recruitment programs, if any;
 - (b) any other requirements deemed necessary by the department to maintain certification.

Authorizing statute(s): 90-1-116, MCA

Implementing statute(s): 90-1-116, MCA

History: NEW, 2003 MAR p. 2425, Eff. 10/31/03; AMD, 2010 MAR p. 1885, Eff. 8/27/10.