



RESORT TAX
 — BUILDING BIG SKY SINCE 1992 —

**2018-2019 APPLICATION
 FOR RESORT TAX FUNDS**

Applicant's Official Name: Gallatin Invasive Species Alliance (GISA)

Project Name: Invasive Species Project

Address: Gallatin Invasive Species Alliance, 903 N. Black, Bozeman, MT 59715

Representative: Jennifer Mohler, Executive Director; John Councilman, Chair

Telephone: 406-209-0905

Email: gallatinisa@gmail.com

Project Start Date: July 1, 2018

Project Completion Date: June 30, 2019

Total Funds Requested \$ 90,750

**State your estimated payment request schedule for the coming year; amounts should total funds requested.
 Please enter dollar amounts.**

	July '18	Aug '18	Sep '18	Oct '18	Nov '18	Dec '18
Payment Request \$	<u>11,000</u>	<u>10,000</u>	<u>8,000</u>	<u>5,000</u>	<u>5,000</u>	<u>4,000</u>
	Jan '19	Feb '19	Mar '19	Apr '19	May '19	Jun '19
Payment Request \$	<u>4,000</u>	<u>5,000</u>	<u>5,500</u>	<u>8,500</u>	<u>10,750</u>	<u>14,000</u>

I certify that the application and its attachments are correct to the best of my knowledge.

John Councilman
 Signature

BOARD CHAIR
 Title (Board Chair or Governing Officer)

JOHN COUNCILMAN
 Printed Name

4/28/2018
 Date

- 1) Provide a description of the entity and the Mission Statement. State the entity's tax status/legal identity and when it was initiated. What is the personnel makeup of your office; specifically how many are employees, how many are contractors and what are their duties? What is the full time equivalent (FTE) of each: ¼, ½, ¾ or full time? Unless previously provided to the resort tax office, please include a copy of the Articles of Incorporation. (200 words max)**

The Gallatin Invasive Species Alliance (GISA), formally the Gallatin-Big Sky Weed Committee, is a unique community based not-for-profit 501(c)(3) organization serving the community of Big Sky and local area. Our mission is to conserve native plants, wildlife habitat, and water resources by educating the public about invasive species and their management. This mission is accomplished through community education programs and direct invasive species suppression efforts that coordinate residents, businesses and government resources.

While GISA has assisted the community since 2004, it received its 501c3 status on February 24, 2014 (articles of incorporation have been previously submitted).

GISA is a small and efficient organization. We consist of an executive director hired under an annual contract whose duties include project development, implementation, and administration, and for 2017-2018 was less than ½ FTE. All other persons involved are volunteers. We have an all-volunteer board. Our workforce consists of the residents of Big Sky, and the resources provided by local governments and businesses.

Because of the growth of Big Sky, we are requesting an increase to ¾ FTE for our executive director. This increase would provide more time to coordinate and develop management plans and time to apply for other funding opportunities.

- 2) Provide a complete description of the project(s). Include the project(s) purpose, goals and objectives. For each project provide a budget number and measurable objectives, i.e. how you will do something and in what timeframe. The information provided here should be specific regarding what the entity is requesting to be funded by resort tax. If requesting funds for operations, identify the categories and assign a dollar amount (salaries, software, etc.) If permits are required, please specify what permits are required and what projects they apply to. If requesting funds for a study (feasibility, etc.), a minimum of two bids are required. Also provide the RFP submitted for the study. Funding for a study will only be considered if the proposal has measurable outcomes. Please be succinct.**

The purpose of the project is to address and mitigate the harmful effects of invasive species. Invasive species:

- Replace native plant and aquatic communities
- Degrade water quality
- Damage fish & wildlife habitat
- Increase the severity and frequency of wildfires
- Decrease property values
- Reduce recreation & hunting opportunities
- Increase maintenance costs (including trails)
- Diminish recreational and esthetic experiences

Our Goals:

- 1) Educate the local community about invasive species and their impacts;
- 2) Provide technical assistance to private landowners;
- 3) Assist and coordinate invasive species management activities;
- 4) Advocate for native plant and wildlife species to maintain ecological and economic health: and
- 5) Help landowners become self-sufficient invasive species managers on their properties.

Measurable Objectives: Please see the April progress report and associated work plan.

Administration & Operations

\$4,000	Bookkeeping / Administration / Mileage
\$750	Accounting
\$2,000	Insurance & Fees
\$1,500	Office Expenses
\$2,000	Conferences, Meetings & Training
\$2,000	Benefits (Executive Director)
\$12,250	<i>TOTAL</i>

Administration & Operations is 13% or \$12,250 of requested Resort Tax funds with \$6,000 for the Executive Director.

Programs:

- 1) The Community Program goal is to raise awareness and educate the public about invasive species and their impacts. This is accomplished through community events, partnerships, and programs. In addition to educational efforts, which include teaching kids at summer camps or Ophir School and reaching residents and visitors at the Big Sky Farmers Market, the Committee’s Community Program assists and coordinates noxious weed control activities among existing weed control entities (local, state, and federal agencies). These are accomplished through events such as cooperative treatment days. Success is evaluated by the quantity and quality of Committee events, the number of people attending events, and requests from other organizations to assist with and participate in events.

The Community Program is 24% or \$21,500 of requested Resort Tax funds, with \$17,000 for the Executive Director.

- 2) The Education Program goal is to raise awareness and educate the public about invasive species and their impacts by utilizing various public relations outlets. Thriving development, high turnover rates of land ownership, and the increasing numbers of visitors in the area require a sustained and visible campaign about invasive species, their impacts, and best management practices. Success is evaluated by the quality of educational material produced, the amount that is distributed and disseminated throughout the community, and response by the public to receiving the message.

The Education/PR Program is 21% or \$19,000 of requested Resort Tax funds, with \$12,000 for the Executive Director.

- 3) The Fundraising Program goal is to expand community support for Committee programs and provide an additional funding stream. Success is evaluated by funding raised from events and feedback from participants.

The Fundraising Program is 4% or \$4,000 of requested Resort Tax funds, with \$4,000 for the Executive Director.

- 4) The Habitat Improvement Program goal is to protect and enhance vital and/or compromised environments for plants, fisheries, wildlife, and people within the Committee’s project area by utilizing our many partnerships. The Committee’s project area encompasses some of the most ecologically and economically important resources in the state, which provide vital habitat and water for plants, wildlife, and the people who live and recreate in the area. Habitat improvement projects are tangible ways to directly mitigate our impacts upon the natural landscape and provide an invaluable avenue to educate the public of the importance of healthy ecosystems. Success is evaluated by the participation of cooperating agencies, along with a reduction of invasive species and an increase in native species in treated areas, leading to improvement of overall environmental health.

The Habitat Improvement Program is 9% or \$8,500 of requested Resort Tax funds, with \$7,000 for the Executive Director.

- 5) The Landowner Assistance Program goal is to provide a direct on-site contact between landowners and our Committee. The goal is to identify specific problems, educate landowners about the ecological impacts of invasive species, and provide information and guidance on their management. The greater Big Sky area is comprised of 50,000 acres of private land surrounded by National Forest, so the potential for invasive species spread is significant. The lack of resource management knowledge combined with the nature of a resort community (high turnover rates of property ownership, non-resident ownership, and development of vacant land) creates an environment conducive to invasive species invasion and spread. To address this, the Committee provides free on-site landowner education and technical assistance, along with a cost share program to provide a financial incentive for landowners to treat invasive species. Success is evaluated by the number of site visits, the response by the landowner to receiving the information, the number of referrals to friends and neighbors, follow-up questions and visits, and the action taken by the landowner to manage invasive species.

The Landowner Assistance Program is 24% or \$22,000 of requested Resort Tax funds, with \$16,000 for the Executive Director.

- 6) The Mapping / Monitoring Program goal is to maintain ecological health and diversity by assisting and supporting partner agencies responsible for invasive species management in early detection of and rapid response to noxious weed populations in the Committee's project area. Mapping invasive species helps identify new invaders, provides a framework for prioritizing our limited resources, and aids managers in evaluating the efficacy of treatments. Success is evaluated by the quantity and quality of data collected and shared with Committee partners, the use of data to initiate (or modify) noxious weed management by the responsible party, identifying new invaders and reporting to the appropriate partner for immediate treatment, and creating a data set that can be used by multiple agencies/cooperators in long term monitoring.

The Mapping / Monitoring Program is 4% or \$3,500 of requested Resort Tax funds, with \$3,000 for the Executive Director.

3) Is the project within the resort tax district? (25 words max)

Yes, the Committee's project area encompasses the resort tax district and the Gallatin River canyon, which is the sole route to and from Big Sky.

Please note: Not every project will fulfill questions #4 through #8. Applications will not be rated on the ability to fulfill multiple questions.

Does the entity and/or project...

4) Benefit the community at large including residents, visitors and tax collectors/the business community? (50 words max)

GISA's efforts benefit all, including those without a voice (i.e., wildlife, waterways, and native vegetation), through our long-standing commitment to stewardship of our natural resources. GISA is preventing a potential multi-million-dollar invasive species suppression problem that many localities deal with.

5) Promote tourism development, help make Big Sky a world class resort community and increase the visitor experience and/or increase resort tax revenue? (50 words max)

The draw of a healthy and sustainable ecosystem drives recreation, tourism, and real estate sales. Population growth, expanding development, and recreation facilitate invasive species spread and success. GISA works to mitigate invasive species impacts to preserve what makes this place so special.

6) Support, improve or maintain critical infrastructure, public health, safety and/or welfare in the world class community? (50 words max)

As a world-renowned resort, Big Sky is held to a high standard. GISA meets this standard by mitigating and preventing the environmental damage and health risks of invasive species. Noxious weeds can poison livestock and can cause physical harm to people and pets.

7) Involve collaboration among entities in the community to meet common goals? (100 words max)

GISA has an extensive partner list of local businesses, non-profits, County, State and Federal Governments. We achieve our success through collaboration and cooperation. We all have the common goal of living in a healthy, safe environment in a community that genuinely cares about the natural surroundings that make Big Sky such an appealing place to live and conduct business.

One recent example is our partnership with Gallatin River Task Force to promote CLEAN DRAIN DRY in the Gallatin watershed. This campaign will educate residents and visitors about aquatic invasive species (AIS), including diseases, and how they spread.

8) Fill a community need not currently or adequately being satisfied? (50 words max)

GISA has been the sole local advocate and coordinating force in addressing invasive species in the area since 2004. We have developed numerous successful partnerships with federal, state, and local agencies, resulting in a cost-effective program that addresses invasive species and promotes sustainable land stewardship.

9) What is your entity most proud of accomplishing? (100 words max)

GISA provides FREE assistance to the public: supporting over 707 landowners since 2004.

“I'm a homeowner in Big Sky ...We contacted (GISA) after receiving a referral from a neighbor...Jen came right out...and followed up with a detailed report, recommended course of action, and a list of service providers...With Jen's help, in less than 2 hours we were able to get a solid grounding in the native plant and noxious weed varieties of the area and outline a direction to address the weeds that should be removed. Thank you for making this service available to our community.” Scott O

Provide the following financial documents:

10) Copy of the entity's complete operating budget for the period 07/01/18 through 06/30/19.

If your fiscal year does not coincide with this time period, please provide complete budgets for the entity's fiscal year that covers the aforementioned time period. For example, if the entity's fiscal year corresponds with a calendar year, provide two budgets 1) 01/01/2018 through 12/31/2018 and 2) 01/01/2019 through 12/31/2019.

11) Organization's Profit and Loss Report, Budget vs. Actual Report and Balance Sheet from your previous completed fiscal year.

12) Organization's Profit and Loss Report, Budget vs. Actual Report and Balance Sheet from your current fiscal year to date.

13) For applicants with mill levy authority please provide the following:

- a. A map of your district's boundaries**
- b. The current taxable value of your district**
- c. If applicable, the current mill levy rate**
- d. Using the information above, provide a detailed budgetary breakdown of the potential tax burden per \$100,000 value, for property owners within your district if mill levy authority would be used to fund this project rather than resort tax funds.**

Gallatin Invasive Species Alliance
Annual Operations Budget
July 2018 through June 2019

	Budget Annual Total	BSRAD 2018-2019	In Kind Funding	Secured Funding	Unsecured Funding
INCOME					
Contributions/Donations					
In Kind	\$56,100		\$41,100		
Fundraising	\$3,000				\$3,000
Restricted Grants					
District Grants	\$90,750	\$90,750			
Agency Grants	\$5,000				\$5,000
County Grants	\$6,500			\$4,000	\$2,500
Foundation Grants	\$20,730			\$1,000	\$19,730
Partner Grant Match	\$5,000		\$15,000		\$5,000
TOTAL INCOME	\$187,080	\$90,750	\$56,100	\$5,000	\$35,230
EXPENSE					
Administration & Operations					
Bookkeeping / Admin	\$4,000	\$4,000			
Accounting	\$750	\$750			
Insurance & Fees	\$2,000	\$2,000			
Office Expenses	\$13,700	\$1,500	\$12,200		
Conferences, Meetings, Training	\$2,300	\$2,000	\$300		
Benefits	\$2,000	\$2,000			
Program Expense					
Community Program	\$45,320	\$21,500	\$13,000		\$10,820
Education / PR Program	\$60,910	\$19,000	\$25,500	\$1,000	\$15,410
Fundraising	\$4,300	\$4,000	\$300		\$3,000
Habitat Improvement Projects	\$23,000	\$8,500	\$4,500	\$4,000	\$6,000
Landowner Assistance Program	\$19,300	\$19,000	\$300		
Cost Share	\$3,000	\$3,000			
Mapping / Monitoring Program	\$3,500	\$3,500			
TOTAL EXPENSES	\$184,080	\$90,750	\$56,100	\$5,000	\$35,230
Net income	\$3,000				

*The income numbers under Budget Annual Total are estimates of the revenue mix that may change.

Gallatin Invasive Species Alliance Profit & Loss July 2016 through June 2017

	Jul '16 - Jun 17
Ordinary Income/Expense	
Income	
Direct Public Support	
Donations	3,403.01
Fundraising	2,497.85
Membership Dues	100.00
Total Direct Public Support	6,000.86
Grants	
Big Sky Resort Tax	46,320.67
Montana Noxious Weed Trust Fund	6,718.21
Partner Program Match / Support	284.42
Private Foundations	8,000.00
Total Grants	61,323.30
In Kind	
Administration & Operations	
Membership Dues	225.00
Mileage	127.98
PO Box	220.00
Printing	15.40
Rent	12,050.00
Total Administration & Operations	12,638.38
Community Program	
Big Sky Weed Pull	2,003.58
Cooperative Spray Day	5,350.00
Gallatin Weed Pull	1,196.22
Kids Camps	372.00
Ophir School Ed Event	2,088.00
Other weed pulls	971.00
Total Community Program	11,980.80
Education & PR Program	
Advertising	1,281.00
Advertising - Billboards	14,400.00
Partner Grant Match	2,373.70
Technical Services	150.00
Total Education & PR Program	18,204.70
Exec Director	
Mileage	704.82
Exec Director - Other	5,938.32
Total Exec Director	6,643.14
Fundraising Program	389.96
Habitat Improvement Program	
Materials & Supplies	9.98
Technical Services	4,929.15
Treatment - Herbicide & App	4,570.00
Total Habitat Improvement Program	9,509.13
Mapping & Monitoring Program	
Technical Services	2,280.00
Total Mapping & Monitoring Program	2,280.00
Total In Kind	61,646.11
Other Types of Income	
Banking	
Refunds	91.47
Total Banking	91.47
Total Other Types of Income	91.47
Total Income	129,061.74

Gallatin Invasive Species Alliance
Profit & Loss
 July 2016 through June 2017

	Jul '16 - Jun 17
Expense	
Administration & Operations	
Admin & Bookkeeping	4,127.66
Banking	
Service Charge	61.33
Banking - Other	27.75
Total Banking	89.08
Cell Phone	315.81
Conference, Meeting, Training	626.74
Insurance - Liability, D and O	1,559.09
Mileage	258.02
MT Corporate Report	20.00
Office Supplies	137.65
Org membership	205.00
Postage, Mailing Service	16.20
Printing and Copying	209.32
Total Administration & Operations	7,564.57
Community Program	
Exec Director	13,926.50
Mileage	1,591.87
Supplies	533.36
Total Community Program	16,051.73
Education & PR Program	
Advertising	
Big Sky Weed Pull	15.00
Gallatin Weed Pull	437.00
Advertising - Other	3,110.93
Total Advertising	3,562.93
Exec Director	5,686.50
Mileage	294.37
Play Clean Go Program	42.00
Printed Materials	807.05
Supplies	143.38
Website & Email	147.96
Total Education & PR Program	10,684.19
Fundraising Program	
Executive Director	1,191.50
Mileage	45.13
Supplies & Materials	601.05
Fundraising Program - Other	50.00
Total Fundraising Program	1,887.68
Habitat Improvement Program	
Exec Director	2,754.00
Mileage	78.06
Supplies	892.08
Total Habitat Improvement Program	3,724.14
In Kind Expense	61,646.11
Landowner Assitance Program	
Cost Share	2,174.95
Exec Director	8,523.50
Mileage	746.38
Total Landowner Assitance Program	11,444.83

2:34 PM
04/27/18
Cash Basis

Gallatin Invasive Species Alliance
Profit & Loss
July 2016 through June 2017

	<u>Jul '16 - Jun 17</u>
Mapping & Monitoring Program	
Exec Director	3,214.50
Mileage	71.68
Supplies	73.02
Total Mapping & Monitoring Program	<u>3,359.20</u>
Total Expense	<u>116,362.45</u>
Net Ordinary Income	<u>12,699.29</u>
Net Income	<u><u>12,699.29</u></u>

Gallatin Invasive Species Alliance
Profit & Loss Budget vs. Actual
 July 2016 through June 2017

	Jul '16 - Jun 17	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Direct Public Support			
Donations	3,403.01		
Fundraising	2,497.85	1,000.00	1,497.85
Individ, Business Contributions	0.00	75.00	-75.00
Membership Dues	100.00	400.00	-300.00
Direct Public Support - Other	0.00	0.00	0.00
Total Direct Public Support	6,000.86	1,475.00	4,525.86
Grants			
Agency Grants	0.00	12,500.00	-12,500.00
Big Sky Resort Tax	46,320.67	49,000.00	-2,679.33
County Grants	0.00	0.00	0.00
Montana Noxious Weed Trust Fund	6,718.21	3,000.00	3,718.21
Partner Program Match / Support	284.42		
Private Foundations	8,000.00	12,500.00	-4,500.00
Total Grants	61,323.30	77,000.00	-15,676.70
In Kind			
Administration & Operations	12,638.38	13,220.00	-581.62
Community Program	11,980.80	8,440.00	3,540.80
Education & PR Program	18,204.70	16,160.00	2,044.70
Exec Director	6,643.14	0.00	6,643.14
Fundraising Program	389.96	1,000.00	-610.04
Habitat Improvement Program	9,509.13	4,950.00	4,559.13
Landowner Assistance Program	0.00	900.00	-900.00
Mapping & Monitoring Program	2,280.00	1,000.00	1,280.00
Technical Services	0.00	2,400.00	-2,400.00
Total In Kind	61,646.11	48,070.00	13,576.11
Other Types of Income			
Banking			
Refunds	91.47		
Total Banking	91.47		
Total Other Types of Income	91.47		
Program Income	0.00	0.00	0.00
Total Income	129,061.74	126,545.00	2,516.74
Expense			
Administration & Operations			
Accountant	0.00	500.00	-500.00
Admin & Bookkeeping	4,127.66	3,000.00	1,127.66
Banking			
Service Charge	61.33		
Banking - Other	27.75		
Total Banking	89.08		
Benefits	0.00	0.00	0.00
Cell Phone	315.81	330.00	-14.19

Gallatin Invasive Species Alliance
Profit & Loss Budget vs. Actual
 July 2016 through June 2017

	Jul '16 - Jun 17	Budget	\$ Over Budget
Conference, Meeting, Training			
Travel	0.00	150.00	-150.00
Conference, Meeting, Training - Other	626.74	850.00	-223.26
Total Conference, Meeting, Training	626.74	1,000.00	-373.26
Insurance - Liability, D and O	1,559.09	1,880.00	-320.91
Mileage	258.02	180.00	78.02
MT Corporate Report	20.00	20.00	0.00
Office Supplies	137.65	350.00	-212.35
Org membership	205.00	200.00	5.00
Postage, Mailing Service	16.20	250.00	-233.80
Printing and Copying	209.32	300.00	-90.68
Total Administration & Operations	7,564.57	8,010.00	-445.43
Community Program			
Exec Director	13,926.50	11,723.40	2,203.10
Mileage	1,591.87	2,100.00	-508.13
Supplies	533.36	1,550.00	-1,016.64
Community Program - Other	0.00	0.00	0.00
Total Community Program	16,051.73	15,373.40	678.33
Education & PR Program			
Advertising			
Big Sky Weed Pull	15.00	500.00	-485.00
Gallatin Weed Pull	437.00	500.00	-63.00
Advertising - Other	3,110.93	6,500.00	-3,389.07
Total Advertising	3,562.93	7,500.00	-3,937.07
Educational Materials & Supplie	0.00	1,000.00	-1,000.00
Exec Director	5,686.50	4,031.96	1,654.54
Mileage	294.37	300.00	-5.63
Play Clean Go Program	42.00		
Post Card Mailers	0.00	2,500.00	-2,500.00
Printed Materials	807.05	2,200.00	-1,392.95
Signs	0.00	0.00	0.00
Supplies	143.38	0.00	143.38
Website & Email	147.96	175.00	-27.04
Education & PR Program - Other	0.00	0.00	0.00
Total Education & PR Program	10,684.19	17,706.96	-7,022.77
Fundraising Program			
Executive Director	1,191.50	1,001.56	189.94
Mileage	45.13	0.00	45.13
Supplies & Materials	601.05	0.00	601.05
Fundraising Program - Other	50.00		
Total Fundraising Program	1,887.68	1,001.56	886.12

Gallatin Invasive Species Alliance
Profit & Loss Budget vs. Actual
 July 2016 through June 2017

	Jul '16 - Jun 17	Budget	\$ Over Budget
Habitat Improvement Program			
Exec Director	2,754.00	4,435.16	-1,681.16
Improvement Projects	0.00	0.00	0.00
Mileage	78.06	600.00	-521.94
Supplies	892.08	800.00	92.08
Total Habitat Improvement Program	3,724.14	5,835.16	-2,111.02
In Kind Expense	61,646.11	48,070.00	13,576.11
Landowner Assitance Program			
Cost Share	2,174.95	7,000.00	-4,825.05
Exec Director	8,523.50	12,902.20	-4,378.70
Mileage	746.38	2,325.00	-1,578.62
Supplies	0.00	158.32	-158.32
Landowner Assitance Program - Other	0.00	0.00	0.00
Total Landowner Assitance Program	11,444.83	22,385.52	-10,940.69
Mapping & Monitoring Program			
Exec Director	3,214.50	3,760.50	-546.00
Mileage	71.68	650.00	-578.32
Supplies	73.02	50.00	23.02
Total Mapping & Monitoring Program	3,359.20	4,460.50	-1,101.30
Total Expense	116,362.45	122,843.10	-6,480.65
Net Ordinary Income	12,699.29	3,701.90	8,997.39
Net Income	12,699.29	3,701.90	8,997.39

2:36 PM
04/27/18
Cash Basis

Gallatin Invasive Species Alliance
Balance Sheet
As of June 30, 2017

	<u>Jun 30, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
GBSWC Checking	12,000.30
Total Checking/Savings	<u>12,000.30</u>
Total Current Assets	<u>12,000.30</u>
TOTAL ASSETS	<u>12,000.30</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
First Bank Credit Card	735.19
Total Credit Cards	<u>735.19</u>
Total Current Liabilities	<u>735.19</u>
Total Liabilities	735.19
Equity	
Unrestricted Net Assets	-1,434.18
Net Income	<u>12,699.29</u>
Total Equity	<u>11,265.11</u>
TOTAL LIABILITIES & EQUITY	<u>12,000.30</u>

Gallatin Invasive Species Alliance
Profit & Loss
 July 1, 2017 through April 27, 2018

	Jul 1, '17 - Apr 27, 18
Ordinary Income/Expense	
Income	
Direct Public Support	
Donations	2,184.09
Individ, Business Contributions	50.00
Total Direct Public Support	2,234.09
Grants	
Big Sky Resort Tax	33,410.32
County Grants	126.30
Grants - Other	1,089.25
Total Grants	34,625.87
In Kind	
Administration & Operations	
Meals or Food	31.66
Printing	20.20
Rent	6,050.00
Technical Services	82.50
Total Administration & Operations	6,184.36
Community Program	
Cooperative Spray Day	5,820.00
Total Community Program	5,820.00
Education & PR Program	
Advertising	317.50
Advertising - Billboards	7,410.00
Partner Grant Match	4,000.00
Total Education & PR Program	11,727.50
Exec Director	4,342.14
Habitat Improvement Program	
Partner Grant Match	5,000.00
Technical Services	607.50
Total Habitat Improvement Program	5,607.50
Total In Kind	33,681.50
Total Income	70,541.46
Expense	
Administration & Operations	
Accountant	1,400.00
Admin & Bookkeeping	2,488.50
Banking	27.95
Benefits	2,000.00
Cell Phone	219.27
Conference, Meeting, Training	200.00
Insurance - Liability, D and O	1,810.00
Mileage	89.36
MT Corporate Report	50.00
Postage, Mailing Service	22.60
Printing and Copying	232.24
Total Administration & Operations	8,539.92
Community Program	
Exec Director	8,347.50
Mileage	1,468.50
Supplies	265.22
Total Community Program	10,081.22

2:33 PM
04/27/18
Cash Basis

Gallatin Invasive Species Alliance
Profit & Loss
July 1, 2017 through April 27, 2018

	<u>Jul 1, '17 - Apr 27, 18</u>
Education & PR Program	
Advertising	
Gallatin Weed Pull	317.50
Advertising - Other	237.53
	<hr/>
Total Advertising	555.03
Drain Clean Dry	778.25
Educational Materials & Supplie	312.49
Exec Director	4,058.00
Mileage	115.00
Play Clean Go Program	3,121.33
Printed Materials	296.64
Signs	237.53
Supplies	517.00
Website & Email	367.24
	<hr/>
Total Education & PR Program	10,358.51
Fundraising Program	
Executive Director	189.00
Supplies & Materials	60.00
	<hr/>
Total Fundraising Program	249.00
Habitat Improvement Program	
Exec Director	2,251.86
Mileage	343.48
Supplies	223.46
	<hr/>
Total Habitat Improvement Program	2,818.80
In Kind Expense	33,681.50
Landowner Assitance Program	
Exec Director	6,720.00
Mileage	964.03
	<hr/>
Total Landowner Assitance Program	7,684.03
Mapping & Monitoring Program	
Exec Director	304.50
	<hr/>
Total Mapping & Monitoring Program	304.50
	<hr/>
Total Expense	73,717.48
	<hr/>
Net Ordinary Income	-3,176.02
	<hr/>
Net Income	-3,176.02

Gallatin Invasive Species Alliance
Profit & Loss Budget vs. Actual
 July 1, 2017 through April 27, 2018

	Jul 1, '17 - Apr 27, 18	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Direct Public Support			
Corporate Contributions	0.00	0.00	0.00
Donations	2,184.09	0.00	2,184.09
Fundraising	0.00	2,000.00	-2,000.00
Individ, Business Contributions	50.00	0.00	50.00
Membership Dues	0.00	0.00	0.00
Direct Public Support - Other	0.00	0.00	0.00
Total Direct Public Support	2,234.09	2,000.00	234.09
Grants			
Agency Grants	0.00	5,000.00	-5,000.00
Big Sky Resort Tax	33,410.32	50,900.00	-17,489.68
County Grants	126.30	1,000.00	-873.70
Montana Noxious Weed Trust Fund	0.00	0.00	0.00
Partner Program Match / Support	0.00	0.00	0.00
Private Foundations	0.00	12,500.00	-12,500.00
Grants - Other	1,089.25	0.00	1,089.25
Total Grants	34,625.87	69,400.00	-34,774.13
In Kind			
Administration & Operations	6,184.36	12,885.00	-6,700.64
Community Program	5,820.00	4,100.00	1,720.00
Education & PR Program	11,727.50	18,600.00	-6,872.50
Exec Director	4,342.14	0.00	4,342.14
Fundraising Program	0.00	150.00	-150.00
Habitat Improvement Program	5,607.50	5,270.00	337.50
Landowner Assistance Program	0.00	300.00	-300.00
Mapping & Monitoring Program	0.00	0.00	0.00
Technical Services	0.00	0.00	0.00
In Kind - Other	0.00	0.00	0.00
Total In Kind	33,681.50	41,305.00	-7,623.50
Indirect Public Support	0.00	0.00	0.00
Investments	0.00	0.00	0.00
Other Types of Income	0.00	0.00	0.00
Program Income	0.00	0.00	0.00
Total Income	70,541.46	112,705.00	-42,163.54
Expense			
Administration & Operations			
Accountant	1,400.00	500.00	900.00
Admin & Bookkeeping	2,488.50	2,910.00	-421.50
Banking			
Service Charge	0.00	0.00	0.00
Banking - Other	27.95	0.00	27.95
Total Banking	27.95	0.00	27.95
Benefits	2,000.00	1,950.00	50.00
Books, Subscriptions, Reference	0.00	0.00	0.00
Cell Phone	219.27	247.50	-28.23

Gallatin Invasive Species Alliance
Profit & Loss Budget vs. Actual
 July 1, 2017 through April 27, 2018

	Jul 1, '17 - Apr 27, 18	Budget	\$ Over Budget
Conference, Meeting, Training			
Travel	0.00	0.00	0.00
Conference, Meeting, Training - Other	200.00	1,337.50	-1,137.50
Total Conference, Meeting, Training	200.00	1,337.50	-1,137.50
Insurance - Liability, D and O	1,810.00	1,900.00	-90.00
Mileage	89.36	247.50	-158.14
MT Corporate Report	50.00	20.00	30.00
Office Supplies	0.00	247.50	-247.50
Org membership	0.00	184.50	-184.50
Postage, Mailing Service	22.60	247.50	-224.90
Printing and Copying	232.24	247.50	-15.26
Administration & Operations - Other	0.00	0.00	0.00
Total Administration & Operations	8,539.92	10,039.50	-1,499.58
Community Program			
Exec Director	8,347.50	12,404.70	-4,057.20
Grants	0.00	0.00	0.00
Mileage	1,468.50	1,643.40	-174.90
Supplies	265.22	5,100.00	-4,834.78
Community Program - Other	0.00	0.00	0.00
Total Community Program	10,081.22	19,148.10	-9,066.88
Education & PR Program			
Advertising			
Big Sky Weed Pull	0.00	473.00	-473.00
Gallatin Weed Pull	317.50	473.00	-155.50
Advertising - Other	237.53	2,500.00	-2,262.47
Total Advertising	555.03	3,446.00	-2,890.97
Drain Clean Dry	778.25	0.00	778.25
Educational Materials & Supplie	312.49	0.00	312.49
Exec Director	4,058.00	5,355.90	-1,297.90
Grants	0.00	0.00	0.00
Mileage	115.00	295.00	-180.00
Play Clean Go Program	3,121.33	0.00	3,121.33
Post Card Mailers	0.00	0.00	0.00
Printed Materials	296.64	600.00	-303.36
Signs	237.53	2,000.00	-1,762.47
Supplies	517.00	600.00	-83.00
Website & Email	367.24	148.50	218.74
Education & PR Program - Other	0.00	0.00	0.00
Total Education & PR Program	10,358.51	12,445.40	-2,086.89
Fundraising Program			
Executive Director	189.00	980.00	-791.00
Grants	0.00	0.00	0.00
Mileage	0.00	148.00	-148.00
Supplies & Materials	60.00	400.00	-340.00
Fundraising Program - Other	0.00	0.00	0.00
Total Fundraising Program	249.00	1,528.00	-1,279.00

Gallatin Invasive Species Alliance
Profit & Loss Budget vs. Actual
 July 1, 2017 through April 27, 2018

	Jul 1, '17 - Apr 27, 18	Budget	\$ Over Budget
Habitat Improvement Program			
Exec Director	2,251.86	4,534.20	-2,282.34
Grants	0.00	0.00	0.00
Improvement Projects	0.00	5,000.00	-5,000.00
Mileage	343.48	405.90	-62.42
Supplies	223.46	0.00	223.46
Habitat Improvement Program - Other	0.00	0.00	0.00
Total Habitat Improvement Program	2,818.80	9,940.10	-7,121.30
In Kind Expense	33,681.50	41,305.00	-7,623.50
Landowner Assitance Program			
Cost Share	0.00	3,000.00	-3,000.00
Direct Outreach - Post Card	0.00	0.00	0.00
Exec Director	6,720.00	10,721.70	-4,001.70
Grants	0.00	0.00	0.00
Mileage	964.03	1,250.00	-285.97
Supplies	0.00	270.00	-270.00
Landowner Assitance Program - Other	0.00	0.00	0.00
Total Landowner Assitance Program	7,684.03	15,241.70	-7,557.67
Mapping & Monitoring Program			
Exec Director	304.50	1,430.00	-1,125.50
Grants	0.00	0.00	0.00
Mileage	0.00	200.00	-200.00
Supplies	0.00	0.00	0.00
Mapping & Monitoring Program - Other	0.00	0.00	0.00
Total Mapping & Monitoring Program	304.50	1,630.00	-1,325.50
Total Expense	73,717.48	111,277.80	-37,560.32
Net Ordinary Income	-3,176.02	1,427.20	-4,603.22
Other Income/Expense			
Other Expense			
Ask My Accountant	0.00	0.00	0.00
Total Other Expense	0.00	0.00	0.00
Net Other Income	0.00	0.00	0.00
Net Income	-3,176.02	1,427.20	-4,603.22

2:35 PM
04/27/18
Cash Basis

Gallatin Invasive Species Alliance
Balance Sheet
As of April 27, 2018

	<u>Apr 27, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
GBSWC Checking	7,552.73
Total Checking/Savings	<u>7,552.73</u>
Total Current Assets	<u>7,552.73</u>
TOTAL ASSETS	<u>7,552.73</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
First Bank Credit Card	-536.36
Total Credit Cards	<u>-536.36</u>
Total Current Liabilities	<u>-536.36</u>
Total Liabilities	-536.36
Equity	
Unrestricted Net Assets	11,265.11
Net Income	<u>-3,176.02</u>
Total Equity	<u>8,089.09</u>
TOTAL LIABILITIES & EQUITY	<u>7,552.73</u>

TOTAL ORGANIZATIONAL BUDGET FOR THE YEAR \$ 187,080

(Include all organization projects and programs, not only those requesting Resort Tax funding. This number should match the organization's Revenue from Profit and Loss Report)

PRINCIPLE	ITEM	AMOUNT	PERCENTAGE
Revenue	Request from Resort Tax	90,750	49%
	Other Public Grants	37,230	20%
	Private Donor Contributions (not including In-kind)	500	0%
	Fundraising Events	2,500	1%
	Revenue Other*		78%
	Sub Total Revenue	130,980	%
	Private Donor Contributions In-kind	56,100	30%
	Total Revenue	187,080	100% (the revenue line items above should total)
Expenses	Personnel: _____ # of FTE Paid Personnel ___3/4___ # of FTE Contract Personnel Do not include volunteer time (in the amount column include the total expense including salary, benefits and payroll taxes)	*65,000	35%
	Operations	6,250	3%
	Programming	56,730	31%
	Expenses Other**	56,100	30%
	Total Expenses	184,080	100% (the expenses line items above should total)
Capital Expenditures	Total Capital Expenditures		%
Income	Net Income	**3,000	1.6%

*Revenue Other:

**Expenses Other: In Kind

Clarifications you'd like to provide regarding the information on this page:

*\$65,000 for Personnel:

\$63,000	Executive Director contracted services
\$2,000	Benefits

**\$3,000 of Net Income: Net income will be used to build a reserve and cover unexpected expenses.

In 2015, the resort tax board requested a business plan from our organization. The plan identified the following:

- Invasive species negatively affect our community, economy, and ecosystems.
- Proactive measures are more successful than reactive ones - an ounce of prevention is worth a pound of cure.
- Private landowners, who often lack the knowledge and experience to deal with invasive species, can have a long-lasting impact on neighboring private and public lands.
- High turnover rates of property ownership, non-resident ownership, and development of vacant land require a sustained and robust outreach effort.
- Continued growth (tourism, recreation, and development) in the community is directly related to the establishment and subsequent spread of invasive species. To adequately address the issue, funding must mirror that growth.

We are requesting funding to match the continued growth, enabling this organization to become more proactive, engaged and have the means to protect the natural resources that is the heart of this community. Because if not now, then when?

The additional funding would help with the following:

- 1- Increase our contracted director from less than ½ time to just under ¾ time.
- 2- Initiate the shift from being reactive to proactive in all programs.
- 3- Enable the organization to receive training, information, tools, and networking necessary to improve our management and organizational administration.
- 4- Provide \$10,500 in matching funding requests for the community program, habitat improvement program, and landowner program that have long been encouraged by the resort tax board.
- 5- Enable GISA to address outstanding deficits in programming identified in our work plan that would yield substantive results (e.g., a focused and targeted HOA outreach and support effort).

For specific details on how increased funding would yield tangible results, please see our April progress report.

RESERVES: Capital, Programming and/or Operating	On Hand Restricted**	3,837
	On Hand Unrestricted**	3,715
	Goal (if currently no reserves)	15,000

****Purpose of Restricted and Unrestricted Capital Reserves:**

On Hand Restricted Funds: Represent 2 foundation grants for our Education Program that are currently being implemented:

\$2,837 Play Clean Go trailhead signs

\$1,000 Clean Drain Dry educational effort in partnership with Gallatin River Task Force

The \$2,837 is expected to be spent prior to July 1, 2018, with the remaining \$1,000 to be spent after July 1, 2017.

On Hand Unrestricted Funds: Represent funds obtained from our first two years of fundraising efforts. With our recent organizational name change, unrestricted funds have been utilized for miscellaneous costs (including additional accounting fees) to facilitate the transition.

Reserve Goals: Represent unrestricted reserves that roughly equate to three months of operating expenses. While we are slowly making progress on building those reserves, the costs associated with our name change have impacted progress. Additionally, because fundraising for an invasive species program is not an “easy sell,” we expect it to take multiple years to meet our goal.

TOTAL CASH FLOW 3-YEAR REQUIREMENT

(Include all organization projects and programs, not only those requesting Resort Tax funding)

ITEM	This Current Application’s Request from Resort Tax	2020	2021	Total Cash Flow 3-Yr Requirement
Personnel: Paid and/or Contract (include salary, benefits and payroll taxes; do not include volunteer time)	65,000	66,950	68,959	200,909
Total # of FTE Personnel	0.75	0.75	0.75	NA
Operations	6,250	6,438	6,631	19,318
Programming	56,730	58,432	60,185	175,347
Capital Expenditures				
Other*	56,100	57,782	59,516	173,399
Total	184,080	189,602	195,290	568,973
RESORT TAX REQUEST	90,750	93,473	96,277	280,499

Describe financial increases and decreases and the projects for which resort tax funds may be requested.

2020

A three percent increase to expenses is included to account for inflationary impacts. Budgets for additional projects will be developed once the scope of work is known.

2021

A three percent increase to expenses is included to account for inflationary impacts. Budgets for additional projects will be developed once the scope of work is known.

***Other Description** In-Kind Funding