2015-2016 APPLICATION FOR RESORT TAX FUNDS

As required by law, an applicant must be a legal entity formed under the laws of the State of Montana. The applicant must be "an entity" that is capable of both "legally and practically" carrying out the purpose of the appropriation and located within the resort area district. The applicant must be a governmental unit, corporation or limited partnership with the capability of being legally bound by the Appropriation Agreement.

The purpose of the appropriation request must be within the purposes of the District's Legal Ordinance NO. 98-01 (posted online: www.ResortTax.org), as amended, and must benefit the community at large, and not a single person, organization or corporation.

INSTRUCTIONS:

- For new requests and rollover requests, use the forms provided. Do not use your own format; do not change the applications.
- The application must be signed by the governing Board Chair or Officer of the applicant organization. If funded, the governing Board Chair or Officer must also sign the Contract.
- The applicant must appoint an Applicant Representative whom the applicant's governing Board Chair or Officer deems capable of representing the application during the Appropriation process.
- Please provide seven (7) complete copies of each application. Provide concise answers on two-sided, white, 3-hole punched, 8½ x 11 paper. Staple each copy in the upper left corner. Do not submit copies in folders, binders, etc. Do not include extra materials. In addition, provide a PDF copy of the signed application to Info@ResortTax.org.
- Incomplete applications may not be considered for funding. It is the applicant's responsibility to provide all information requested in the proper format.
- Questions? Contact: Whitney Brunner, Administrative Officer (406) 995-3234, Info@ResortTax.org

APPLICATION DEADLINE: Monday, April 6, 2015 3:00 p.m.

- Applications must be received (not postmarked) by the deadline or they will not be considered.
- Applications will be date and time stamped when received at the resort tax office. Applications will be addressed at the Question and Answer Session in the order in which they were received at the resort tax office.

Mail applications to:
Big Sky Resort Area District
PO Box 160661
Big Sky, MT 59716

Drop off applications at:
11 Lone Peak Drive, Suite 204
Town Center, Big Sky, MT

QUESTION & ANSWER: Wednesday, May 13, 2015 1:00 p.m.

APPROPRIATIONS MEETING: Wednesday, June 10, 2015 1:00 p.m.

- To be held in the Big Sky Chapel Community Room, 510 Little Coyote Road, Big Sky, MT.
- The Applicant Representative must be present to answer questions regarding the application. Applicants that do not have a representative present at the meetings may not be considered for funding.
- The public is welcome at all meetings and will be given the opportunity to comment on the applications.

2015-2016 APPLICATION FOR RESORT TAX FUNDS

PLEASE NOTE:

Permitting: All applicants are responsible for securing any necessary permits for proposed projects.

Bidding Policy: Resort Tax Board policy states that project line items exceeding $50,000 are required to get two bids. If the lowest bidder is not accepted, the entity is to provide a written explanation to the Resort Tax Board.

Alcohol Policy: It is the Big Sky Resort Area District Board's policy to not use resort tax funds to provide for the consumption of alcohol. This policy is applicable for active board members and employees of Big Sky Resort Area District and its appropriation funded entities.

Appropriation funded entities are responsible for adherence to this policy and failure to do so may result in the entity being required to return resort tax funds previously paid or termination of unspent resort tax funds.

RESORTTAX
— BUILDING BIG SKY SINCE 1992 —

2015-2016 APPLICATION FOR RESORT TAX FUNDS

Applicant's Official Name: Friends of Red Cliff Shooting Range

Project Name: Red Cliff Shooting Range

Project Start Date: April 2014 **Project Completion Date**: July 2015

Representative: Kyle Wisniewski

Address: 45130 Gallatin Rd Gallatin Gateway, MT 59730

Telephone: 406.209.1206 **Email**: Kyle@gallatinriverhousegrill.com

Total Funds Requested $ 10,000.00

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

	July '15	Aug '15	Sep '15	Oct '15	Nov '15	Dec '15
Payment Request	$10,000.00					
	Jan '16	**Feb '16**	**Mar '16**	**Apr '16**	**May '16**	**Jun '16**
Payment Request	$					

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

Signature **Title (Board Chair or Governing Officer)**

Printed Name **Date**

2015-2016 APPLICATION FOR RESORT TAX FUNDS

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)

See Attached Mission Statement

Tax Status: 501(c)(4)

Date Initiated: 08/15/2014

Personnel: No employees

2) Provide a complete description of the project(s). Include the project(s) purpose, goals and objectives. For each project provide 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. Please be succinct.

-Land Cleanup and Improvement
This will cost approximately $6000.00. These monies will be for equipment rental, fuel, and dumping fees. This is going to be the majority of the project expense.

-Construction Materials
This would be and approximate cost of $3000.00 and would cover supplies outside of already donated items.

-Continued Maintenance
This would be any and all charges incurred throughout the year for waste removal and maintenance of the range. This expense would be minimal and budgeted at $1000.00.

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

This project does fall outside of the resort tax district, however, due to the safety aspect of the range location and the generosity of the U.S. Forest Service, this range is will benefit all users from the Big Sky area and surrounding areas. We have had minimal success finding an equally suitable area within the resort tax area.

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)

Absolutely. A wide array of people use the shooting range from residents, to second home owners and visitors alike. The U.S. Forest Service in conjunction with the Friends of Red Cliff Shooting Range are focused mainly on the safety of those users.

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

Chet Huntley's original vision for Big Sky in fact included a designated shooting range, however, we feel as though it may be further away than originally planned. Many resident and non-resident hunters as well as outfitters use our local range. Our efforts can only improve what already exists and hopefully represent the environmentally focused and safety conscious people that make up Big Sky today.

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

Our main goal, efforts, and funding will go towards improving the safety of the current range.

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

We already have an overwhelming amount of support in the way of volunteers. In our restoration and with proper funding we are hoping to include local contractors and equipment operators to our list of supporters.

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

Since the inception of our local range, it has been nothing more than a glorified dumping ground and eye sore. We are really hoping our efforts along with funding from resort tax can help promote safe shooting practices as well as an area for our youth to learn hunter safety and promote conservation practices by all of its users.

2015-2016 APPLICATION FOR RESORT TAX FUNDS

Provide the following financial documents:

9) Copy of the entity's complete operating budget for the period 07/01/15 through 06/30/16.

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) 01/01/2015 through 12/31/2015 and 2) 01/01/2016 through 12/31/2016.

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

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

12) 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**.

RESORTTAX
— BUILDING BIG SKY SINCE 1992 —

2015-2016 APPLICATION FOR RESORT TAX FUNDS

TOTAL ORGANIZATIONAL BUDGET

(to include all organization projects and programs; not only those requesting funding for in this cycle)

Total budget for the year the entity is requesting funding $ 10,000.00

What percentage of the above budget is the entity requesting from resort tax? 100 %

PRINCIPLE	ITEM		AMOUNT
Revenue	Private Donor Contributions Total		
	Private Donor Contributions In-kind		$1000.00
	Public Grants		
	Fundraising Events		$500.00
	Sub Total Revenue		
	Other*		
	Total Revenue		$1500.00
Expenses	Paid Personnel (not including volunteer time)	# FTE Personnel	
	Operations		
	Programming		
	Other*		
	Total Expenses		
Income	Net Income		

***Other Description**: _____

_____

***Other Description**: _____

_____

Capital Reserves	On Hand Restricted**	
	On Hand Unrestricted**	
	Goal	

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

_____

RESORTTAX
— BUILDING BIG SKY SINCE 1992 —

2015-2016 APPLICATION FOR RESORT TAX FUNDS

TOTAL CASH FLOW 3-YEAR REQUIREMENT

(to include all organization projects and programs; not only those requesting funding for in this cycle

ITEM	2015	2016	2017	Total Cash Flow 3-Yr Requirement
Paid Personnel (not including volunteer time)	N/A			
# of FTE Personnel				**NA**
Operations				
Programming				
Capital Expenditures				
Other				
Total				

RESORT TAX REQUEST				

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

2015 _____

_____

2016 _____

_____

2017 _____

_____