ROLLOVER
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.

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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 —

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Applicant's Official Name: Big Sky Chamber of Commerce

Project Name: Housing

Project Start Date: July 15, 2016 **Project Completion Date**: June 30, 2016

Representative: Kitty Clemens

Address: PO Box 160100

Telephone: 406-995-3000 **Email**: kitty@bigskychamber.com

Total Rollover Funds Requested $165,000

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 $						
	Jan '16	**Feb '16**	**Mar '16**	**Apr '16**	**May '16**	**Jun '16**
Payment Request $			165,000			

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**

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1) Please explain why this rollover request is necessary and when the funds will be requested in the coming year (400 words max).

The Big Sky Chamber requested $165,000 to kick start a demonstration housing project in FY 14/15. This request was basically phase two of the housing plan the Resort Tax funded. Fortunately, prior to the housing steering drawing down these funds a Community Development Block Grant (CDBG) was awarded to Big Sky. This grant is being administered by Gallatin County. With this grant, a team of local housing experts are working to complete a Preliminary Architectural Report (PAR) and document possible building concepts with potential sites. Having this report is a critical first step to qualify for additional CDBG funds up to $1.2 million. Other public partners in housing also look for a community to complete a PAR before program funds are dedicated to local projects.

The County Grant Administrator is strongly recommending the Big Sky housing committee use the $165,000 after the PAR is complete so it can be used to leverage the larger pool of housing funds available from government and private sources.. Having the money pledged by the Resort Tax to housing puts Big Sky in a better position to win in a competitive grant process.

The goal of the housing plan rollover request is to have the fund for the same purpose as requested last year.

<u>We expect these funds to support the following and be credited toward a match for a larger public/private fund award:</u>

- Identify land for a demonstration project.
- Conduct diligence and preliminary site engineering.
- Finalize site plans and hard engineering
- Finalize all legal requirements and governmental filings.
- Seed administrative support of eligible housing development entity.
- Review developer proposals and award contracts.
- Negotiate public/private financial agreements.