Please turn off or silence all cell phones and electronic devices.

Everyone is respectfully asked to follow these few Commission Rules of Procedure:
- To address the Commission, please approach the podium and state your name & address for the record.
- Please speak loud enough for the entire room to hear your comments.
- Please address all comments to the Commission as you are not in a debate with other presenters or members of the audience.
- Please be respectful to other speakers, presenters and members of the audience.
- No sidebar conversations will be allowed. Private conversations and whispering in the audience during the meeting is very disruptive so please step out of the room for any such conversations.

1. **Discussion** – Contract with Ann Morani as A-DLC Part-Time Superintendent of Schools (July 1, 2022 – June 30, 2026) – CEO Everett

2. **Discussion** – Anaconda Fire Department Ambulance Subscription Program – Erick Brittain, Fire Chief


5. **Discussion** – Task Order Number 23-07-1-01-154-0 - To the Master Contract Effective July 1, 2019 to June 30, 2026 between the State of Montana, Department of Public Health and Human Services and Anaconda-Deer Lodge County (Community Health Assessment and Community Improvement Plan) – Leigh Ann Holmes

6. **Discussion** – Task Order Number 23-07-4-31-112-0 – To the Master Contract Effective July 1, 2019 to June 30, 2026 between the State of Montana, Department of Public Health and Human Services and Deer Lodge County (Immunization Program) – Leigh Ann Holmes

7. **Discussion** - Pioneer Technical Services, Inc. – Modification No. 1 to Professional Service Agreement 20-049 – Carl Hamming

8. **Discussion** – Request for Reappointment to the Urban Renewal Agency Board by Dawn Dee (Letter attached) – CEO Everett

9. **Discussion** – Resignation from the Tax Appeal Board by Dustin McKenney (Letter attached) – CEO Everett
10. **Discussion** – Special Event Permit – SW Montana Prevention – Movie on the Court House Lawn (Pending Certificate of Insurance) – Katie Gruss

11. **Discussion** – Special Event Permit – Goosetown Softball Tournament at Yeoman Complex, Washoe Park Field and Benny Goodman Field on July 8th, 9th, 10th, 2022 – Bill Hill

12. **Discussion** – Special Event Permit – Girl’s Youth Softball Tournament at Yeoman Complex July 15, 16, and 17, 2022. – Bill Hill

13. **Discussion** – Special Event Permit – Archie Dulaney Horseshoe at Washoe Park Horseshoe Pits on July 16th and 17th, 2022. (Pending Certificate of Insurance) – Randy Josephson

14. **Discussion** – Special Event Permit – Dead Ringer Horseshoe Tournament at Washoe Park Horseshoe Pits, August 20th and 21st, 2022 (Pending Certificate of Insurance) – Randy Josephson

15. **Discussion** – Special Event Permit – USA State Coed Softball Tournament at Charlotte Yeoman Complex – August 20th and 21st, 2022 – Bill Hill

16. **Discussion** – Action Inc. 2022-2023 Community Services Block Grant Work Plan – Connie Ternes-Daniels

**17. Miscellaneous** -

Commissioner Kevin Hart:
Commissioner Steve Gates:
Commissioner Paul Smith
Commissioner Terry Vermeire:
Commissioner Mike Huotte:
CEO Bill Everett:
CA Ben Krakowka:

**18. Public Comment** – This is the time for members of the public to comment on items **NOT** appearing on this agenda that **fall within the Commission’s jurisdiction**.

**19. ADLC Public Meeting Dates**

**20. Adjournment**
Anaconda-Deer Lodge County Public Meetings
Board Vacancies can be viewed on the A-DLC website: https://adlc.us

June 13, 2022 – 9:00 a.m. – 2:30 p.m. Budget Meetings
Hearst Free Library

June 14, 2022 – 9:00 a.m. – 11:30 a.m. Budget Meetings
Hearst Free Library

June 14, 2022 - 6 p.m. Commission Work Session Meeting
Courthouse Courtroom

June 15, 2022 – 6:00 p.m. Opportunity Mosquito Board
Anaconda Country Club

June 16, 2022 – 4:30 p.m. Housing Authority Board
Housing Office

June 16, 2022 – 5:30 p.m. County Board Training
Metcalf Center

June 16, 2022 - 7:00 p.m. Wise River Fire District
Wise River Fire Hall

June 20 2022 - 6:00 p.m. Planning Board Meeting
Courthouse Courtroom

June 21, 2022 - 6 p.m. Commission Meeting
Courthouse Courtroom (Possible location change due to Court Conflict)

June 28, 2022 - 6 p.m. Commission Work Session Meeting
Courthouse Courtroom (Possible location change due to Court Conflict)

June 29, 2022 - 7:00 a.m. Airport Board Meeting
Bowman Field

July 4, 2022 – HOLIDAY - Courthouse Closed (Check with Library and OWGC)

July 5, 2021 - 6 p.m. Commission Meeting
Courthouse Courtroom
February 11, 2022

Bill T. Everett  
Chief Executive  
800 S. Main  
Anaconda, MT 59711

Dear Mr. Everett,

Greetings! I am writing to advise that my Professional Service Contract as ADLC Part-Time Superintendent of Schools will be up for renewal on June 30, 2022. I am interested and proud to continue my services with our county in this position under the current terms of the contract.

Please let me know if A-DLC desires to extend our current contract.

Sincerely,

Ann Morani  
Morani Educational Services  
1904 Haggin Ave.  
Anaconda, MT 59711
PROFESSIONAL SERVICES CONTRACT

This Contract is entered into this ______ day of June, 2022, is by and between Anaconda-Deer Lodge County, whose address is 800 Main Street, Anaconda, MT 59711, hereinafter called "A-DLC" and Ann Morani, whose address is 1904 Haggin Street, Anaconda, Montana 59711, hereinafter called the "Contractor."

WHEREAS, Ann Morani will provide services to A-DLC at 800 Main Street, Anaconda, Montana 59711; and

WHEREAS, A-DLC desires to engage the Contractor to render services related to the assistance of work to be performed as the Part-Time County Superintendent of Schools; and

WHEREAS, A-DLC desires to enter into an agreement with the Contractor as hereinafter provided to assure the effective management of A-DLC.

NOW, THEREFORE, the parties hereto do mutually agree as follows:

1. LIAISONS

For A-DLC:

Name: Bill T. Everett
Title: Chief Executive Officer
Mailing Address: 800 Main Street
Anaconda, MT 59711
Business Location: 800 Main Street
Anaconda, MT 59711
Phone Number: (406) 563-4000

For Contractor:

Name: Ann Morani
Title: County Superintendent of Schools
Mailing Address: 1904 Haggin Street
Anaconda, MT 59711
Business Location: Anaconda, MT 59711
Phone Number: 406-560-2499
2. EMPLOYMENT OF CONTRACTOR

A-DLC agrees to engage the Contractor, and the Contractor agrees to provide the services requested at the direction of the Chief Executive Officer to this contract, in order to provide for the administration and management of the A-DL County Superintendent of Schools.

3. TIME FOR PERFORMANCE

The term of this contract will begin on July 1, 2022 and will remain in full force and effect until June 30, 2026.

The term of this contract may be extended by mutual written agreement of the parties.

4. COMPENSATION

For the satisfactory of services to be provided under this contract, A-DLC will pay the Contractor a sum of Eight Hundred forty eight dollars ($848.00) to be paid to the contractor on a monthly basis. The Contractor shall be responsible for all ordinary and necessary expenses incurred in the performance of their duties.

Contractor will submit monthly requests for payment. The requests for payment will be submitted by Contractor, on or before the 5th day of each month.

A-DLC will pay Contractor the amount due within (30) days of receipt of the request for payment, unless A-DLC disputes Contractor’s request for payment.

If A-DLC disagrees and wishes to dispute a request for payment of Contractor, A-DLC will pay the undisputed portion of the invoice and notify Contractor in writing as to its dispute within two (2) weeks of receipt of the request for payment. A-DLC and Contractor will then discuss resolution of the request for payment. A-DLC will not be responsible for interest, late fees, or collection fees, nor will such fees or costs begin to accumulate, until A-DLC and Contractor have agreed to the resolution of the request for payment. The resolution of the request for payment will be put in writing and signed by both A-DLC and Contractor.

5. PAYMENTS WITHHELD

A-DLC may withhold all or part of any payments to the extent necessary to protect A-DLC from loss or damage as a result of (a) defective work not remedied or (b) claims filed or reasonable evidence indicating probable filing of claims by other parties under the direction of the Contractor against the Contractor or A-DLC.
6. INDEPENDENT CONTRACTOR

It is understood by the parties hereto that the Contractor is an independent contractor and as such neither the Contractor nor Contractor’s employees, if any, are employees of A-DLC for purposes of taxes, retirement system, social security (FICA) withholding, workers compensation, and unemployment insurance.

It is understood by the parties that Contractor will for the term of this contract carry Worker’s Compensation coverage for Contractor’s employees as is required by § 39-71-401, MCA. A copy of the statement of exemption regarding workers compensation coverage for independent contractors will be provided to A-DLC by Contractor.

7. ASSIGNMENT, TRANSFER AND SUBCONTRACTING

The Contractor may not assign, transfer, or subcontract its rights (including the right to compensation) or duties arising hereunder without the prior written consent of A-DLC. Any subcontractor or assignee will be bound by the terms and conditions of this Contract.

8. TERMINATION OF CONTRACT

I. This Contract may only be terminated in whole or in part as follows:

(a) Termination due to loss of funding.

A-DLC may, at its sole discretion, terminate or reduce the scope of this Contract if funding is eliminated or reduced for any reason. If a termination or modification is required, A-DLC will, to the extent permitted by available funds, compensate the Contractor for eligible work elements the Contractor has completed and for approved, eligible, reasonable, and necessary expenses incurred by the Contractor as of the revised termination date. A-DLC will give the Contractor written notice of the effective date of the modification or termination of this Contract and, if a reduction in funding is required, will provide the Contractor with a modified Project budget.

(b) Termination for cause.

(i) If A-DLC determines that the Contractor has failed to comply with the terms and conditions of the Contract, A-DLC may terminate this Contract in whole or in part at any time. The Contractor will thereafter be entitled to receive payment for those services reasonably performed to the date of termination less the amount of reasonable damages suffered by A-DLC by reason of the Contractor's failure to comply with this Contract.

Any costs or expenses incurred by the Contractor from obligations arising during a suspension or after termination of this Contract are not allowable unless A-DLC
expressly authorizes them in the notice of suspension or termination or subsequently in writing thereafter. Other necessary and not reasonably avoidable Contractor costs incurred during suspension or after termination are allowable if:

(1) They result from obligations properly incurred by the Contractor before the effective date of suspension or termination, are not in anticipation of it, and in the case of a termination, non-cancellable; and

(2) The costs would be allowable if the Contract were not suspended or expired normally at the end of the funding period in which the termination takes effect.

(ii) Notwithstanding the above, the Contractor is not relieved of liability to A-DLC for damages sustained by A-DLC by virtue of any breach of this Contract by the Contractor, and A-DLC may withhold any payments to the Contractor for the purpose of setoff until such time as the exact amount of damages due A-DLC from the Contractor is determined and received.

(c) **Termination on behalf of Contractor.**
Contractor will give A-DLC thirty (30) days written notice of desire to terminate this Contract. Such notice shall be given to the Chief Executive Office for A-DLC.

(d) **Termination on behalf of Anaconda-Deer Lodge County.**
A-DLC may, upon 30 days written notice, terminate this contract with contractor for any reason. Notice shall be provided to contract in writing.

9. **AVOIDANCE OF CONFLICT**

The Contractor covenants that it presently has no interest and will not acquire any interest, direct or indirect, in the **A-DLC Superintendent’s Office** that would conflict in any manner or degree with the performance of its services hereunder. The Contractor further covenants that, in the performing this Contract, it will employ no person who has any such interest.

10. **OWNERSHIP AND PUBLICATION OF MATERIALS**

All reports, information, data, and other materials prepared by the Contractor pursuant to this Contract are the property of A-DLC which both has royalty-free, nonexclusive, and irrevocable right to reproduce, publish or otherwise use, and to authorize others to use, in whole or part, such property and any information relating thereto. Any reuse without written verification or adaptation by the Contractor for the specific purpose intended will be at the Owner’s sole risk and without liability or legal exposure to the Contractor. No material produced in whole or part under this Contract may be copyrighted or patented in the United States or in any other country without the prior written approval of A-DLC.
11. ACCESS TO AND RETENTION OF RECORDS

The Contractor agrees to provide A-DLC or their authorized agents access to any records necessary to determine Contract compliance. The Contractor agrees to create and retain records supporting the services rendered or supplies delivered for a period of five (5) years after either the completion date of the Contract or the conclusion of any claim, litigation, or exception relating to the Contract taken by the State of Montana or third party, whichever is later. These records will be kept in the Contractor’s offices in Anaconda-Deer Lodge County, Montana.

12. REPORTS AND INFORMATION

The Contractor will maintain accounts and records, including personnel, property and financial records, adequate to identify and account for all costs pertaining to this Contract and such other records as may be deemed necessary by A-DLC to assure proper accounting for all project funds, both federal and non-federal shares. These records will be made available for audit purposes to A-DLC or its authorized representative, and will be retained for five (5) years after receipt of final payment for the services rendered under this Contract unless permission to destroy them is granted by A-DLC.

13. PROJECT MONITORING

A-DLC or any of their authorized agents may monitor and inspect all phases and aspects of the Contractor’s performance to determine compliance with the scope of work and services, and other technical and administrative requirements of this Contract, including the adequacy of the Contractor’s records and accounts. A-DLC will advise the Contractor of any specific areas of concern and provide the Contractor opportunity to propose corrective actions acceptable to A-DLC.

14. COMPLIANCE WITH LAWS AND ORDINANCES

Contractor shall give all notices and comply with all laws, ordinances, rules, and regulations, bearing on the conduct of the work as drawn and specified. If Contractor performs any work contrary to such law, ordinance, rule or regulations, Contractor shall bear all costs arising therefrom, in particular, but without limiting the scope of the foregoing. Contractor shall, and shall cause any subcontractor, to comply with all applicable rules, regulations, orders, laws and ordinances.

15. CIVIL RIGHTS ACT OF 1964

The Contractor will abide by the provisions of the Civil Rights Act of 1964 which states that under Title VII, no person may, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.
16. **COMPLIANCE WITH NONDISCRIMINATION LAW**

The Contractor must, in performance of work under the Contract, fully comply with all applicable federal, state, or local nondiscrimination laws, rules, and regulations, including but not limited to the Montana Human Rights Act, the Civil Rights Act of 1964, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, Section 109 of the Housing and Community Development Act of 1974, Section 3 of the Housing and Urban Development Act of 1968, Executive Order 11246 of Sept. 24, 1965, and Section 504 of the Rehabilitation Act of 1973. Any contracting, subletting, or subcontracting by the Contractor subjects contractors, subcontractors, and subrecipient entities to the same provision. In accordance with Mont. Code Ann. § 49-3-207, the Grantee agrees that the hiring of persons to perform the Contract will be made on the basis of merit and qualifications and there will be no discrimination based upon race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin by the persons performing the contract.

17. **COMPLIANCE WITH WORKERS’ COMPENSATION ACT**

Contractors are required to comply with the provisions of the Montana Workers’ Compensation Act while performing work for A-DLC under this Contract. Proof of compliance must be in the form of workers’ compensation insurance, an independent contractor exemption, or documentation of corporate officer status. Neither the Contractor nor its employees are employees of A-DCL or the State of Montana. This insurance/exemption must be valid for the entire term of the Contract. Proof of compliance and any renewal documents must be sent to A-DLC.

18. **SECTION 109 OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974**

The Contractor will comply with the following provision:

No person in the United States may on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with the funds made available under this title. Any prohibition against discrimination on the basis of age under the Age Discrimination Act of 1975 or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973 will also apply to any such program or activity.

19. **INSURANCE**

A. **General Requirements.** The Contractor shall maintain for the duration of this contract, at its cost and expense, primary liability insurance against claims for injuries to persons or damages to property, including contractual liability, which may
arise from or in connection with the performance of the duties and obligations in this contract by the Contractor, its agents, employees, representatives, assigns, or subcontractors. This insurance shall cover such claims as may be caused by any negligent act or omission.

B. **Primary Insurance.** The Contractor’s insurance coverage shall be primary insurance with respect to A-DLC and its elected or appointed officers, officials, employees, or volunteers. A-DLC’s insurance coverage is excess to the Contractor’s insurance coverage and shall not contribute with it.

**General Liability Insurance.** The Contractor shall purchase and maintain Commercial General Liability (Occurrence coverage), to include bodily injury, personal injury, and property damage, with combined single limits of $1,000,000 per occurrence and $2,000,000 per aggregate per year to cover such claims as may be caused by any act, omission, or negligence of the Contractor or its officers, agents, employees, representatives, assigns, or subcontractors. A-DLC and its officers, officials, employees, and volunteers are to be covered and listed as additional insured’s for liability arising out of activities performed by or on behalf of the Contractor, including the insured’s general supervision of the Contractor; products and completed operations; premises owned, leased, occupied, or used.

C. **General Provisions.** All insurance coverage shall be placed with a carrier licensed to do business in the State of Montana with a Best’s rating of at least A-. All certificates and endorsements are to be received by A-DLC prior to beginning any use, occupancy, operation, or management of the subject property under this contract. The Contractor shall notify A-DLC immediately of any material change in insurance coverage, such as changes in limits, coverage, change in status of policy, etc. A-DLC reserves the right to request complete copies of the Contractor’s insurance policies at any time, including endorsements.

20. **INDEMNITY BY A-DLC AND CONSULTANT**

Contractor hereby agrees to protect, indemnify and hold harmless A-DLC or its agents from and against penalties, fines, expenses, losses, suit(s), action(s), claim(s), or proceeding(s), liability or damages and from and against all costs and expenses, suit(s), action(s), claim(s) or proceeding(s) brought by or in favor of any state, county or other governmental agency or instrumentality or by any person or persons against A-DLC or its agents on account of the violation of any applicable laws or ordinances, bodily injury including death, disability, sickness or any loss arising therefrom, or, property or other damages, arising out of, occasioned by or in any way attributable to the acts or omissions of Contractor, its agents, employees, subconsultants or representatives. This indemnity shall survive the termination of this contract.

A-DLC hereby agrees to protect, indemnify and hold harmless the Contractor, its directors, officers, or agents from and against penalties, fines, expenses, losses, suit(s), action(s), claim(s), or proceeding(s), liability or damages and from and against all costs and expenses, suit(s), action(s), claim(s) or proceeding(s) brought by or in favor of any state, county or
other governmental agency or instrumentality or by any person or persons against the Contractor, its directors, officers, or agents on account of the violation of any applicable laws or ordinances, bodily injury including death, disability, sickness or any loss arising therefrom, or, property or other damages, arising out of, occasioned by or in any way attributable to the negligent acts or omissions of A-DLC, its agents, employees, Contractor or representatives. This indemnity shall survive the termination of this contract.

21. ELIGIBILITY/DEBARRMENT

The Contractor certifies, and agrees to ensure during the term of this Contract, that neither the Contractor, its firm, its principals, contractors, subcontractors, or subrecipient entities are debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded from participation in the Contract by any government department or agency or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549. [If the Contractor cannot certify this statement, attach a written explanation for review by ADLC.]

22. CONTRACT AMENDMENT

Except as otherwise set forth herein, this contract may not be enlarged, modified, or altered except upon written agreement by all parties to the contract.

23. JURISDICTION AND VENUE

This contract is governed by the laws of Montana. The parties agree that any litigation concerning the contract must be brought in the Third Judicial District in and for Anaconda-Deer Lodge County, State of Montana.

This contract will be construed under and governed by the laws of the State of Montana.

24. LEGAL FEES

In the event either party incurs legal expenses to enforce the terms and conditions of this contract, the prevailing party is entitled to recover reasonable attorney's fees and other costs and expenses, whether the same are incurred with or without suit.

25. FORCE MAJEURE

Neither party shall be responsible for failure to fulfill its obligations due to causes beyond its reasonable control, including without limitation, acts or omissions of government or military authority, acts of God, materials shortages, transportation delays, fires, floods, labor disturbances, riots, wars, terrorist acts, or any other causes, directly or indirectly beyond the reasonable control of the non-performing party, so long as such party is using its best efforts to remedy such failure or delays.
26. SEPARABILITY

A declaration by any court, or any other binding legal source, that any provision of the contract is illegal and void shall not affect the legality and enforceability of any other provision of the contract, unless the provisions are mutually dependent.

27. NOTICE

All notices required under the provisions of the contract must be in writing and delivered to the parties' liaisons as identified herein either by first class mail or personal service.

28. NO WAIVER OF BREACH

No failure by A-DLC to enforce any provisions hereof after any event of breach shall be deemed a waiver of its rights with regard to that event, or any subsequent event. No express failure of any event of breach shall be deemed a waiver of any provision hereof. No such failure or waiver shall be deemed a waiver of the right of A-DLC to enforce each and all of the provisions hereof upon any further or other breach on the part of the Contractor.

29. INTEGRATION

The contract contains the entire agreement between the parties, and no statements, promises, or inducements of any kind made by either party, or the agents of either party, not contained herein or in a properly executed amendment hereto are valid or binding.

IN WITNESS WHEREOF, the parties hereto have executed this contract.

CONTRACTOR

By: ________________________
Title: ______________________
Date: ______________________

A-DLC

By: ________________________
Title: ______________________
Date: ______________________
Dear Residents,

You are receiving this form and information because it is time to renew your subscription to the Anaconda Fire Department Ambulance Subscription Program. This renewal is good for one year from January 1, 2022, to December 31, 2022. Program fee for 2022 is $105.00 per person household.

Below is a questionnaire with information we need on file for your household should you ever need our medical assistance. Please fill out all the information and return it to the Subscription Office with your $100.00 check as soon as possible. If you ever have any questions about the Program, please call: Chief Brittain at (460)563-2164 Monday thru Thursday from 10-4PM.

(Please return with your payment)

Primary Contact Name: ____________________________________________

Patient/Member Name (if different): _________________________________

Patient/Member Date of Birth: _________________________

Physical Address: ____________________________ Unit/Trailer # ________ City ____________ Zip ________

Mailing Address: ____________________________ PO Box _______ ________ City ________ Zip ________

Home Phone # ____________________________ Cell Phone # ____________________________

Please List Members Living in Your Household:

Name__________________________________ Name_________________________________

Name__________________________________ Name_________________________________

Name__________________________________ Name_________________________________

What Insurance do you have?

- Medicare ______ YES  NO ______
- Medicaid ______ YES  NO ______
- Supplemental ______ YES  NO ______
- Private: ________ YES  NO ______ Add return address information on the back
Common Questions About the Ambulance Subscription Program

What is the Ambulance Subscription Program?

The Ambulance Subscription Program is a voluntary program designed to allow Anaconda Deer Lodge County residents to protect their families themselves from out-of-pocket expenses related to emergency care provided by Anaconda Fire Department.

In the event you need an ambulance to respond to an emergency, your private insurance, Medicare, or Medicaid information will be collected and billed. However, if you participate in this subscription plan and you have paid your annual fee, you will not be financially responsible for any charges that are not covered by your insurance in the situations described below.

How do I pay for the membership?

An annual cost of $105.00 ensures that all members of your household are covered from January 1 to December 31; this must be renewed annually in December of each year (review these dates). You can pay your fee by completing the enclosed form and returning it to PO Box 2458, Eureka, MT 59917. This plan provides for emergency care and transport within the boundaries of Anaconda Fire Department. (Move this highlighted sentence to the section below.)

What does the membership fee cover?

Subscription membership protects you and your family from any out-of-pocket expenses related to treatment and emergency ambulance transportation for situations that occur within the boundaries of Anaconda Deer Lodge County Ambulance coverage area. You must have Private Insurance, Medicare or Medicaid to be eligible for the program. Your insurance will be billed after a transport, and any allowed charges that are not paid by your policy will be written off by ADLC Ambulance with no further charges to you. Please note that if your insurance denies the charges as non-covered due to policy exclusions or lack of medical necessity, you will be responsible for payment in full regardless of this subscription. and the district accepts whatever is paid at no further charge to you.

Do I get a member identification card once I join the Subscription Program?

No. Early in the development of the Ambulance Subscription Program we realized that using a card would cause problems in emergencies when someone might attempt to find the card before requesting help. Your subscription membership is confirmed by the name, address, and date of birth you provide on your application form. your home address, either as the location of the situation, or as your mailing address. We will confirm your membership in the subscription office when we receive the paramedic report forms one to two days after the emergency.
Who do I call if I have a medical emergency?

9-1-1 is always the number to call in an emergency. The Fire Department office phone number is for administrative questions only.

What happens if I’m not a Subscription member and I use the paramedic service?

Whether or not you are a Subscription member, you will always receive the highest level of emergency treatment and transportation. As a non-subscription member, however, you will be billed for the services. Our third-party billing company: Pinter Billing, will bill your insurance company but you will be responsible for any unpaid balance. Keep in mind that there is no guarantee that your insurance will pay in full for the treatment that you received.

What if someone gets hurt at my house?

Your Ambulance Subscription membership extends to guests at your household, it will cover anyone who is injured or sick at your property. The paramedics will note the address on their report, and the location match as an Ambulance Subscription household will allow that person to be covered by your membership. (I suggest removing this completely)

Does the Ambulance Subscription Program cover transportation from my house to my doctor’s office, or trips such as from a hospital to my home, or from a hospital to another hospital?

Your Ambulance Subscription membership is for emergency transports only, from a Fire District location to an emergency receiving hospital. The types of non-emergency transports such as those stated in the question can be provided by any ambulance company provider, it will not be covered by your Ambulance Subscription membership.

Why do I need to join if I already have medical insurance?

When Anaconda Fire charges for treatment and transportation, there is no guarantee that your insurance company will cover the charges. The charges may be denied or only partially paid, or your deductible or cap limit may result in an unpaid balance for which you are responsible. As an Ambulance Subscription member, you don’t have those worries since you are not responsible for any out-of-pocket costs. Also, keep in mind that your Ambulance Subscription membership covers your guests, who may not have the same insurance as you do and may need that extra financial protection in an emergency. Being a subscriber gives you peace of mind in not having to worry whether your insurance will pay the medical bill. The $100 annual fee is only a fraction of most insurance companies’ deductibles. More importantly, the high level of service that we receive in our county is due to the increased funding available through the Ambulance Subscription Program.

Why doesn’t Ambulance Subscription Program bill my insurance plan?

The Ambulance Subscription Program is not an insurance company – we are a provider of services. To provide the current level of emergency service to the community we must attempt to recover the costs associated with the treatment and transportation. Through the monies collected through treatment and transportation charges, as well as membership fees,
the current system of pre-hospital emergency services in our community is greatly enhanced beyond General Fund support. The Ambulance Subscription Program currently will support our ALS/BLS transport program, three dedicated fire district ambulances and ambulance personnel, additional equipment, training, and supplies. The monies from membership and insurance plans will allow us to have a better emergency medical services system, and a healthier community.
TASK ORDER AMENDMENT NUMBER TWO
TASK ORDER FOR Healthy Montana Families
TASK ORDER NUMBER 22-25-5-41-160-0

This Task Order Amendment is entered into between the Montana Department of Public Health and Human Services, ("Department"), P.O. Box 4210, Helena, MT 59620, Phone Number (406) 444-5623, Fax Number (406) 444-1970, and Anaconda-Deer Lodge Public Health Department ("Contractor"), whose federal ID number, mailing address, and phone number are 81-6001354, 115 West Commercial Avenue, Anaconda, MT 59711 and (406) 563-7863.

Effective June 1, 2022 this Task Order is amended as follows. Existing language has been struck; amended language underlined.

1. Section 5, Compensation

A. In consideration of the services provided through this contract, the Department will pay the Contractor up to $74,045 $86,550 as follows for the services outlined in Section 3. The funding must be spent in accordance with the Health Resources and Services Administration (HRSA) and HMF requirements for the funding, which require funds to be used on evidence-based home visiting services. The Contractor must submit a proposed budget for the contract period and monthly expenditure reports. The final amount of funding released will be based on the total approved expenditures reported on the Expenditure Reports. Costs must be allocable and allowable under the funding source. Funding must be spent within the contract period. Contractors must retain all records pertaining to financial transactions under the contract (invoices, timesheets, travel expenses, etc.). Such documentation is subject to review upon request on a schedule determined by HMF and during site visits. Carryover is not allowed. Unspent funding must be returned to the Department.

B. and C. Remain the same.

2. Section 6, Source of Funds and Funding Conditions

A. and B. Remain the same.

C. The total payment under this contract may not exceed $74,045 $86,550 and is contingent upon receipt of funding from the United States Department of Health and Human Services and the Contractor's provision of HMF services as outlined in this contract. The source of funding for this contract is from the Maternal, Infant, and Early Childhood Home Visiting Program, CFDAs 93.505 and 93.870 through the Health Resources and Services Administration, United States Department of Health and Human Services, and Montana State General Fund and the Tobacco Trust Settlement Fund.

AUTHORITY TO EXECUTE

Each of the parties represents and warrants that this Task Order Amendment is entered into and executed by the person so authorized to bind the party to the provisions of this Task Order Amendment, Task Order, and the Master Contract.
IN WITNESS THEREOF, the parties through their authorized agents have executed this Task Order Amendment on the dates set out below:

MONTANA DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES

BY: ___________________________ Date: _________________
   Jamie Palagi, Administrator

DEPARTMENT OF ADMINISTRATION
Approved as to form:

BY: ___________________________ Date: _________________
   Rhonda Peters, Contracts Officer

CONTRACTOR, ANACONDA-DEER LODGE COUNTY

BY: ___________________________ Date: _________________
   Bill T. Everett, Chief Executive Officer
TASK ORDER AMENDMENT NUMBER TWO
TASK ORDER FOR FPP Extension
TASK ORDER NUMBER 21-25-5-11-052-0

This Task Order Amendment is entered into between the Montana Department of Public Health and Human Services, ("Department"), P.O. Box 4210, Helena, MT 59620, Phone Number (406) 444-1396, Fax Number (406) 444-2750, and Anaconda-Deer Lodge County ("Contractor"), whose federal ID number, mailing address, and phone number are 81-6001354, 118 East 7th Street, Ste 1E, Anaconda, MT 59711, and (406) 563-7863.

Effective June 30, 2022 this Task Order is amended as follows. Existing language has been struck; amended language underlined.

1. SECTION 4: EFFECTIVE DATE AND PERIOD OF PERFORMANCE, will be amended as follows:

   A. The term of this Contract is from April 1, 2021 through June 30, 2022 September 30, 2022 unless terminated in accordance with the Contract.

2. SECTION 5: COMPENSATION, will be amended as follows:

   A. The Department will pay a fixed fee and provide reimbursement to the Contractor in accordance with the goods and services provided by the Contractor as follows:

      a. through f. Remain the same.

      g. $12,035.89 in additional Title X funds for use during the period of July 1, 2022 – September 30, 2022.

3. SECTION 6: SOURCE OF FUNDS AND FUNDING CONDITIONS, will be amended as follows:

   The sources of the funding for this Contract are $88,743.57 $101,779.46 in federal grants funds from: U.S. Department of Health and Human Services, CFDA number 93.217, and $10,453.89 from State General Funds. This contract is not to exceed the total funds of $100,497.46. Of the funds, $40,000 must be invoiced on or before March 31, 2021.

AUTHORITY TO EXECUTE

Each of the parties represents and warrants that this Task Order Amendment is entered into and executed by the person so authorized to bind the party to the provisions of this Task Order Amendment, Task Order, and the Master Contract.
IN WITNESS THEREOF, the parties through their authorized agents have executed this Task Order Amendment on the dates set out below:

MONTANA DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES

BY: ___________________________ Date: ________________
Jamie Palagi, Division Administrator

DEPARTMENT OF ADMINISTRATION
Approved as to form:

BY: ___________________________ Date: ________________
Rhonda Peters, Contract Officer

ANACONDA – DEER LODGE COUNTY

BY: ___________________________ Date: ________________
Bill T. Everett, Chief Executive Officer
TASK ORDER NUMBER 23-07-1-01-154-0

TO THE MASTER CONTRACT
EFFECTIVE JULY 1, 2019 TO JUNE 30, 2026
BETWEEN THE STATE OF MONTANA,
DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES
AND ANACONDA-DEER LODGE COUNTY

Community Health Assessment and Community Health Improvement Plan

SECTION 1. PARTIES

This Task Order is entered into between the Montana Department of Public Health and Human Services, ("Department"), P.O. Box 4210, Helena, Montana, 59620, Phone Number (406) 444-5623, Fax Number (406) 444-1970, and Anaconda Deer Lodge County ("Contractor"), Federal ID Number 81-6001354 and 118 E 7th Street, Anaconda, MT 59711.

THE DEPARTMENT AND CONTRACTOR AGREE AS FOLLOWS:

SECTION 2. PURPOSE

The purpose of this Task Order is to fund a Community Health Assessment and Community Health Improvement Plan for Anaconda Deer Lodge County.

SECTION 3. TERM OF TASK ORDER

A. The term of this Task Order for the purpose of delivery of services is from July 1, 2022 through September 30, 2023.

B. Each Party, after expiration or termination of this Task Order, remain subject to and obligated to comply with all legal and continuing contractual obligations arising in relation to its duties and responsibilities that may arise under the Task Order including, but not limited to, record retention, audits, indemnification, insurance, the protection of confidential information, and property ownership and use.

SECTION 4. SERVICES TO BE PROVIDED AND SCOPE OF WORK

A. The Contractor agrees to provide the following services:

1. Community Health Assessment:
   a. Assemble a diverse stakeholder group for the community health assessment and have regular meetings. Contractors must submit a membership list of partners participating in the community health assessment process, meeting agendas, and meeting minutes. The stakeholders must include any local healthcare providers, clinics, or hospitals, prevention specialists, behavioral health providers, counselors, etc. Other stakeholders could include but are not limited to academic institutions, local schools, other departments of government, community non-profits, Tribal health departments, and the state health department. Your local board of health must be engaged in the process. Provide meeting agendas, attendance lists,
minutes, and/or key issues or finding that developed from the meeting; submit with activity reports.

b. Provide a description of the process used to identify health issues and assets. Progress will be tracked with activity reports.

c. Complete a community health assessment that includes: the use of data from a variety of sources (both primary and secondary data), description of the demographics of the population, general description of the health issues and any population groups with particular health issues and inequalities, discussion of any identified contributing causes to the health challenges, and a description of any assets or resources to address the health issues. Progress will be tracked with the activity reports.

d. Upon completion of the community health assessment, the Contractor must share the results with stakeholders, partners, and the public.

2. Community Health Improvement Plan:

a. Assemble a diverse stakeholder group for the community health improvement process and have regular meetings. Contractors must submit a membership list of partners participating in the community health improvement process, meeting agendas, and meeting minutes. The stakeholders must include any local healthcare providers, clinics, or hospitals, and prevention specialists, behavioral health providers, counselors, etc. Other stakeholders could include but are not limited to academic institutions, local schools, other departments of government, community non-profits, Tribal health departments, and the state health department. Your local board of health must be engaged in the process. Provide meeting agendas, attendance lists, minutes and/or key issues or finding that developed from the meeting; submit with activity reports.

b. Provide information from the community health assessment to the stakeholders during the community health improvement process. Contractor must submit information provided to the Department.

c. With stakeholders, identify health issues and themes, community assets, and priority community health issues.

d. Produce a community health improvement plan that includes: a) community health priorities, measurable objectives, improvement strategies, and performance measures with measurable and time-framed targets, b) policy changes needed to accomplish health objectives, c) individuals and organizations that have accepted responsibility for implementing the strategies, d) measurable health outcomes or indicators to monitor progress, and e) alignment with the state health improvement

3. Participate in a telephone call with the Public Health System Support Unit at least once during the grant period (specific to date/time to be agreed upon by the parties).

4. Complete a post grant survey detailing lessons learned and processes that could be replicated across Montana.

5. Share the results of the community health assessment and community health improvement plan with Department of Public Health and Human Services and the Montana Healthcare Foundation due September 30, 2023

B. The Department agrees to do the following:

1. Provide allocation of funds based on the Task Order deliverables.

2. Provide templates and resources to assist the Contractor in completing task order deliverables.

3. Provide technical assistance in community health assessment and community
SECTION 5. CONSIDERATION, PAYMENTS, AND PROGRESS PAYMENTS

A. In consideration of the services provided through this Task Order, the Department will pay the Contractor a total of $20,000 as follows:

a. The first payment in the amount of $7,500 will be made upon signing and returning the task order for start-up funds.
b. The second payment of $7,500 will be made after 7 months upon review and approval of the activity report and work plan (due February 1, 2023).
c. The final payment of $5,000 will be made upon review and approval of the task order deliverables (due on September 30, 2023).

B. All invoices must be received by the Department no later than 30 days following the Task Order end date of September 30, 2023. Invoices received after 60 days will not be paid by the Department.

C. The completion date of performance for purposes of issuance of final payment for services is the date upon which the Contractor submits to the Department such final reports as are required under this Task Order and are satisfactory in form and content as determined by the Department.

SECTION 6. SOURCE OF FUNDS AND FUNDING CONDITIONS

The sources of the funding for this Task Order are $20,000 from Montana Health Care Foundation.

SECTION 7. TERMINATION

Either party may terminate this Task Order in accordance with the Master Contract.

SECTION 8. LIAISON AND SERVICE OF NOTICES

A. Kerry Pride, or their successor, will be the liaison for the Department. Contact information is as follows:

Kerry Pride  
DPHHS PHSIO  
PO Box 202951  
Helena, MT  59620-2951  
Phone Number (406) 444-5980  
Fax Number (406) 444-6943  
kpride@mt.gov

Leigh Ann Holmes, or their successor, will be the liaison for the Contractor. Contact information is as follows:

Leigh Ann Holmes  
Anaconda Deer Lodge County Health Department  
118 E. 7th Street
Anaconda, MT 59711
Phone Number (406) 563-7863
Fax Number (406) 563-2387
lholmes@adlc.us

These above referenced liaisons serve as the primary contacts between the parties regarding the performance of this Task Order. The State's liaison and Contractor's liaison may be changed by written notice to the other party.

B. Written notices, reports and other information required to be exchanged between the parties must be directed to the liaison at the parties' addresses set out in this Task Order.

SECTION 9. FEDERAL REQUIREMENTS

The Contractor agrees that they will comply with all federal statutes and regulations in providing services and receiving compensation under this Task Order. The Contractor acknowledges that there are certain federal statutes and reporting requirements that must be followed whenever certain federal funds are used. It is the Contractor's responsibility to comply with all federal laws and reporting requirements.

SECTION 10. DEPARTMENT GUIDANCE

The Contractor may request from the Department guidance in administrative and programmatic matters that are necessary to the Contractor's performance. The Department may provide such guidance as it determines is appropriate. Guidance may include providing copies of regulations, statutes, standards and policies that are to be complied with under this Task Order. The Department may supply essential interpretations of such materials and this Task Order to assist with compliance by the Contractor. The Contractor is not relieved by a request for guidance of any obligation to meet the requirements of this Task Order. Legal services will not be provided by the Department to the Contractor in any matters relating to the Task Order's performance under this Task Order.

SECTION 11. INFORMAL DISPUTE RESOLUTION PROCEDURES

In addition to the Choice of Law and Remedies in the Master Contract, the Contractor may provide written request for resolution about any disagreement about the Task Order to the Branch Manager, Laura Smith, Phone Number (406) 444-5623, Fax Number (406) 444-1970, laura.smith@mt.gov with a copy to Director Adam Meier, Phone Number (406) 444-5623, Fax Number (406) 444-1970, adam.meier@mt.gov.

SECTION 12. PUBLIC INFORMATION AND DISCLAIMERS

A. The Contractor may not access or use personal, confidential, or privileged information obtained through the Department, its agents and contractors, unless the Contractor does so:

1. in conformity with governing legal authorities and policies;
2. with the permission of the persons or entities from whom the information is to be obtained; and
3. with the review and approval by the Department prior to use, publication or release.

Privileged information includes information and data the Department, its agents and contractors produce, compile or receive for state and local contractual efforts, including those local and state
programs with which the Department contracts to engage in activities related to the purposes of this Task Order.

B. The Contractor may not use monies under this Task Order to pay for media, publicity or advertising that in any way associates the services or performance of the Contractor or the Department under this Task Order with any specific political agenda, political party, a candidate for public office, or any matter to be voted upon by the public. Media includes but is not limited to commercial and noncommercial print, verbal and electronic media.

C. The Contractor must inform any people to whom it provides consultation or training services under this Task Order that any opinions expressed do not necessarily represent the position of the Department. When using non-federal funds from this Task Order, all public notices, information pamphlets, press releases, research reports, posters, public service announcements, web sites and similar modes of presenting public information pertaining to the services and activities funded with this Task Order prepared and released by the Contractor must include the statement:

"This project is funded in whole or in part under a Contract with the Montana Department of Public Health and Human Services. The statements herein do not necessarily reflect the opinion of the Department."

D. Before the Contractor uses, publishes, releases or distributes them to the public or to local and state programs, the Department must review and approve all products, materials, documents, publications, press releases and media pieces (in any form, including electronic) the Contractor or its agents produce with task order monies to describe and promote services provided through this Task Order.

SECTION 13. SCOPE OF TASK ORDER

This Task Order consists of 6 numbered pages.

All of the provisions of the Master Contract are incorporated into and are controlling as to this Task Order. In the case of a material conflict, a dispute, or confusing language between this Task Order and Master Contract the Master Contract shall control. This Task Order does not stand alone. If Master Contract lapses, so does this Task Order. The original Task Order will be retained by the Department. A copy of the original has the same force and effect for all purposes as the original. This is the entire Task Order between the parties.

SECTION 14. AUTHORITY TO EXECUTE

Each of the parties represents and warrants that this Task Order is entered into and executed by the person so authorized to bind the party to the provisions of this Task Order and the Master Contract.
IN WITNESS THEREOF, the parties through their authorized agents have executed this Task Order on the dates set out below:

MONTANA DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES

BY: ___________________ Date: ________________
    Todd Harwell, Administrator

CONTRACTOR, ANACONDA-DEER LODGE COUNTY

BY: ___________________ Date: ________________
    Bill T. Everett, Chief Executive Officer
TASK ORDER NUMBER 23-07-4-31-112-0

TO THE MASTER CONTRACT
EFFECTIVE JULY 1, 2019 TO JUNE 30, 2026
BETWEEN THE STATE OF MONTANA,
DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES
AND DEER LODGE COUNTY

Immunization Program

SECTION 1. PARTIES

This Task Order is entered into between the Montana Department of Public Health and Human Services, ("Department"), P.O. Box 4210, Helena, Montana, 59620, Phone Number (406) 444-5623, Fax Number (406) 444-1970, and Deer Lodge ("Contractor"), Federal ID Number 81-6001354 and 118 7th St Ste 2B, Anaconda, MT 59711.

THE DEPARTMENT AND CONTRACTOR AGREE AS FOLLOWS:

SECTION 2. PURPOSE

The purpose of this Task Order is to reduce the burden of vaccine preventable disease within the Contractor's service area by ensuring the oversight and provision of immunization services for children, adolescents, and adults.

SECTION 3. TERM OF TASK ORDER

A. The term of this Task Order for the purpose of delivery of services is from 07/01/2022 through 06/30/2023.

B. Each Party, after expiration or termination of this Task Order, remain subject to and obligated to comply with all legal and continuing contractual obligations arising in relation to its duties and responsibilities that may arise under the Task Order including, but not limited to, record retention, audits, indemnification, insurance, the protection of confidential information, and property ownership and use.

SECTION 4. SERVICES TO BE PROVIDED AND SCOPE OF WORK

A. The Contractor agrees to provide the following services:

1. Provide and/or coordinate the delivery of immunization services, when requested, to children, adolescents, and adults per standing orders/facility medical protocol.

   a) Report quarter 1, on the Clinic Information form, (Attachment A) when your immunization clinic is available to provide vaccines. Include the day(s) of the week and times immunization clinics are offered and if your clinic allows for walk-ins. Provide a description of any off-site clinics your jurisdiction may hold throughout the year for the public, for example, school or influenza clinics.
2. Obtain and maintain staff proficiency in the imMTrax application by:
   a) Updating and maintaining immunization records in the statewide Immunization
      Information System (IIS), imMTrax.
   b) Ensuring all employees requiring imMTrax access complete the appropriate Access
      Request forms and agreements.
   c) Ensuring all employees requiring imMTrax access complete training/updates
      applicable to their user role. DPHHS offers training throughout the year through a
      variety of media including in-person trainings and webinars.
   d) Ensuring a minimum of one employee is trained in and obtains an imMTrax access
      level that includes the ability to merge client records.
   e) Providing accurate and timely documentation of staffing changes resulting in imMTrax
      user deletion or adjustments in user role as outlined in imMTrax IIS Memorandum of
      Agreement.

3) Assess immunization records for required vaccinations for children enrolled in a licensed
   childcare facility and notify childcare providers of children enrolled without proper
   documentation of immunizations as outlined in A.R.M. 37.95.140.

   a) Childcare facility reviews should be conducted on-site, at a minimum of 60% of all
      facilities (jurisdictions with 150 or more total facilities, should visit 50% of all
      childcare centers) including 100% of licensed childcare centers. If a facility is not 100%
      compliant, reviewer will implement follow-up procedure. Facilities not assessed in the
      year previous, should be assessed in this contract year. Completed reviews are to be
      submitted to DPHHS within 10 working days of completion via the online childcare
      reporting system.

4) As appropriate, provide assistance to schools, upon request, regarding school
   immunization requirements.

5) Collaborate with your local Women, Infants and Children Program (WIC) throughout the
   contract period to ensure WIC clients are up to date with Advisory Committee on
   Immunization Practices (ACIP) recommended vaccinations.

   Suggested activities may include, but are not limited to:

   a) Checking the immunization status of children prior to the WIC visit;
   b) Providing immunization services and/or recall/reminder notices for the parents.

   Report quarterly, on the WIC Collaboration Form (Attachment B), describing how your
   county collaborates with the WIC program in your area during first quarter or if it changes
   throughout the year. Each quarter please provide us with the total number of WIC clients
   assessed, total number of records reviewed, how many were up-to-date, how many were
   not up-to-date, how many of those you immunized with that quarter, total of records not
   available, and any highlights that your county is doing currently.

6) Select at least one quality improvement (QI) project listed below to complete over the next
   contract year. These strategies are designed to increase on-time vaccination of children
   and adolescents. The strategy selected should be something new or an enhancement of
   an existing strategy you are currently using.
Strategies could include:

a) Schedule the next visit before the patient leaves the office;
   
i. Examples: Consider scheduling the next visit prior to administering vaccines; scheduling the next visit even if client is unsure they can make the appointment and they can reschedule if necessary; train multiple people to schedule appointments; having the vaccinator schedule from the treatment room if the front desk is too busy with new clients.

b) Leverage IIS functionality to improve immunization practice;
   
i. Examples: Use imMTrax tools including coverage rate, recall/reminder, and/or manage population reports.

c) Give a strong vaccine recommendation (including HPV) and vaccine conversations;
   
i. Examples: Use resources designed to guide you and your staff with conversational techniques for discussing vaccines with parents: talking to parents about vaccines; HPV resources.

d) Strengthen Vaccination Communications
   
i. Examples: Develop a vaccination policy/statement for patients; look for posters, social medial posts, etc. for addressing the community; share specific vaccine information with parents of children and/or teens.

e) Custom quality improvement activity
   
i. Example: Develop a county specific vaccine QI strategy/project to increase on-time or catch-up vaccination of children and adolescents.

Report quarterly, on the Quality Improvement Form (Attachment C), what quality improvement project has been selected from the list of strategies; summarize the status of what is happening in your office i.e. what you are doing now. Summarize opportunities for improvement i.e. what you would like to do to improve; describe action items i.e. who is assigned to review, train, implement each aspect of the strategy with dates and specific action items.

7) Develop partnerships in your jurisdiction through education and outreach to clinics and the public.

Examples may include, but are not limited to:

a) Offer education programs created and provided by the Montana Immunization Program;
b) Offer vaccines at non-routine immunization clinics such as clinics at schools or sports physicals;

C) Collaborate with private clinics, other public health programs, community-based organizations, and other stakeholders to promote immunizations in your jurisdiction;
   i. Collaborate with cancer prevention partners to promote HPV vaccination;
   ii. Collaborate with other immunization clinics in your jurisdiction to provide immunization education materials for pregnant women and their infants.

d) Partner in your community to offer incentives within your jurisdiction.

Report quarterly, on the Promote Partnerships and Vaccination Services Form (Attachment D) what activities were implemented and include information on how many people attended trainings, meetings, and/or how many were vaccinated.

8) Collaborate with local Public Health Emergency Preparedness (PHEP) program personnel, as appropriate, to improve and maintain community preparedness for influenza and other vaccine preventable disease pandemic responses by:

a) Collaborating with PHEP partners to assist in the completion of immunization specific deliverables as described in the PHEP contract.

   i. IZ1 - Report the number of off-site influenza clinics conducted and doses of influenza administered. Due quarterly.
   ii. IZ2 - Provide a list of influenza vaccine partner meetings, planning meetings, or influenza messaging activities. If promotional materials were used, indicate types used. Due quarterly.
   iii. CM1- Off-site Influenza Point of Dispensing (POD) Vaccination Clinic; includes conducting off-site influenza vaccination clinic as a POD exercise the following your emergency medical countermeasures plan, completing the Checklist of Best Practices for Vaccination Clinic Held at Satellite, Temporary, of Off-Site Locations, and implanting population ground screening questions. Due Quarter 2.

b) Maintain a list of all complementary immunization providers in your jurisdiction (pharmacies).

Report Quarter Four, on the Complementary Immunization Providers (Attachment E).

9) Upload all Immunization Action Plan (IAP) attachments to the correct folder in the IAP Quarterly Deliverables Library through a web application made available by DPHHS within 15 days after the end of each quarter.

B. The Department agrees to do the following: Provide allocation of funds based upon the required activities.

1) Provide allocation of funds based upon the required activities.

2) Provide Contractor training, technical assistance, and help desk support for imMTrax.

3) Provide to the Contractor, via website and/or secure means:

   a) Lists of childcare facilities;
   b) Childcare review form worksheet;
c) List of WIC clinic;
d) List of VFC clinics;
e) Reports regarding the immunization status of children in your county and/or seen at your clinic.

4) On a quarterly basis, reimburse the Contractor for expenditures up to the limit of this Task Order for immunization activities described above, once activities have been submitted by the contractor and reviewed by DPHHS.

5) Provide guidelines, templates, formats and requirement criteria for each activity required. Forms and templates will be available through a web application provided by DPHHS.

6) Provide training and technical assistance on immunization practices through a variety of training resources.

7) Communicate regularly with the Contractor through monthly conference calls, telephone, e-mail and fax as necessary to enable the Contractor to complete Task Order requirements.

8) To the extent resources and time allow, provide on-site technical assistance concerning immunization services.

SECTION 5. CONSIDERATION, PAYMENTS, AND PROGRESS PAYMENTS

A. In consideration of the services provided through this Task Order, the Department will pay the Contractor a total of $6,303.00 as follows:

Quarterly payments, for 25% of the total contract award, will be made upon receipt of completed progress reports indicating completion of all activities listed in SECTION 4.

B. All progress reports must be received by the Department no later than 15 days following the end date of each quarter. Payments will be issued upon review and approval of the progress reports.

C. The completion date of performance for purposes of issuance of final payment for services is the date upon which the Contractor submits to the Department such final reports as are required under this Task Order and are satisfactory in form and content as determined by the Department.

SECTION 6. SOURCE OF FUNDS AND FUNDING CONDITIONS

The sources of the funding for this Task Order are $4,216.00 from 93.268 and $2,087.00 from special state.

SECTION 7. 2 CFR 200 REQUIREMENTS

The following information may be required pursuant to 2 CFR 200:

1. Sub recipient name: Deer Lodge County Health Department
2. Sub recipient Unique Entity Identifier: S4AXQZLFNX31
3. FAIN number: NH231P922574
4. Federal award date: To be provided at a later date
5. Federal award start and end date: 07/01/2022-06/30/2023
6. Total amount of funds obligated with this action: $4,216.00  
7. Amount of funds obligated to sub recipient: $4,216.00  
8. Total amount of the federal award: $4,216.00  
10. Awarding agency/pass-through entity/contact info: CDC/PHSD Immunization Program. Bekki Wehner, bwehner@mt.gov, 406-444-0065.  
11. CFDA number/name: 93.268/Immunization Cooperative Agreement  
12. Research and Development: No  
13. Indirect cost rate: NA  

SECTION 8. TERMINATION  
Either party may terminate this Task Order in accordance with the Master Contract.  

SECTION 9. LIAISON AND SERVICE OF NOTICES  

A. Bekki Wehner, or their successor, will be the liaison for the Department. Contact information is as follows:  

Bekki Wehner  
DPHHS Immunization Program  
P O Box 202951  
Helena, MT 59601  
Phone Number (406) 444-0065  
Fax Number (406) 444-2920  
bkirschwehner@mt.gov  

Debra Robinson, or their successor, will be the liaison for the Contractor. Contact information is as follows:  

Debra Robinson  
Deer Lodge County Health Department  
118 7th St Ste 2B  
Anaconda, MT 59711  
Phone Number (406) 563-7863  
drobinson@adlc.us  

These above referenced liaisons serve as the primary contacts between the parties regarding the performance of this Task Order. The State's liaison and Contractor's liaison may be changed by written notice to the other party.  

B. Written notices, reports and other information required to be exchanged between the parties must be directed to the liaison at the parties' addresses set out in this Task Order.  

SECTION 10. FEDERAL REQUIREMENTS  
The Contractor agrees that they will comply with all federal statutes and regulations in providing services and receiving compensation under this Task Order. The Contractor acknowledges that there are certain federal statutes and reporting requirements that must be followed whenever certain federal
funds are used. It is the Contractor's responsibility to comply with all federal laws and reporting requirements.

Contractor certifies, by signing this contract, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction (contract) by any governmental department or agency. In the event your company is debarred from engaging in any state or federal contracts, your contract will be terminated.

SECTION 11. DEPARTMENT GUIDANCE

The Contractor may request from the Department guidance in administrative and programmatic matters that are necessary to the Contractor's performance. The Department may provide such guidance as it determines is appropriate. Guidance may include providing copies of regulations, statutes, standards and policies that are to be complied with under this Task Order. The Department may supply essential interpretations of such materials and this Task Order to assist with compliance by the Contractor. The Contractor is not relieved by a request for guidance of any obligation to meet the requirements of this Task Order. Legal services will not be provided by the Department to the Contractor in any matters relating to the Task Order's performance under this Task Order.

SECTION 12. INFORMAL DISPUTE RESOLUTION PROCEDURES

In addition to the Choice of Law and Remedies in the Master Contract, the Contractor may provide written request for resolution about any disagreement about the Task Order to the PHSD Administrator Todd Harwell, Phone Number (406) 444-0303, Fax Number (406) 444-6943, thanwell@mt.gov with a copy to Director Adam Meier, Phone Number (406) 444-5623, Fax Number (406) 444-1970, Adam.Meier@mt.gov.

SECTION 13. PUBLIC INFORMATION AND DISCLAIMERS

A. The Contractor may not access or use personal, confidential, or privileged information obtained through the Department, its agents and contractors, unless the Contractor does so:

1. in conformity with governing legal authorities and policies;
2. with the permission of the persons or entities from whom the information is to be obtained; and
3. with the review and approval by the Department prior to use, publication or release.

Privileged information includes information and data the Department, its agents and contractors produce, compile or receive for state and local contractual efforts, including those local and state programs with which the Department contracts to engage in activities related to the purposes of this Task Order.

B. The Contractor may not use monies under this Task Order to pay for media, publicity or advertising that in any way associates the services or performance of the Contractor or the Department under this Task Order with any specific political agenda, political party, a candidate for public office, or any matter to be voted upon by the public. Media includes but is not limited to commercial and noncommercial print, verbal and electronic media.

C. The Contractor must inform any people to whom it provides consultation or training services under this Task Order that any opinions expressed do not necessarily represent the position of the Department. When using non-federal funds from this Task Order, all public notices,
information pamphlets, press releases, research reports, posters, public service announcements, web sites and similar modes of presenting public information pertaining to the services and activities funded with this Task Order prepared and released by the Contractor must include the statement:

"This project is funded in whole or in part under a Contract with the Montana Department of Public Health and Human Services. The statements herein do not necessarily reflect the opinion of the Department."

D. The Contractor must state the percentage and the monetary amount of the total program or project costs of this Task Order funded with (a) federal monies and (b) non-federal monies in all statements, press releases, and other documents or media pieces made available to the public describing the services provided through this Task Order.

"For contracts funded in whole or part with federally appropriated monies received through programs administered by the U.S. Department of Health & Human Services, Education or Labor. Section 503 of H.R. 3288, "Consolidated Appropriations Act, Division D, Departments of Labor, Health and Human Services, and Education, and Related Agencies Appropriations Act, 2010", Pub. L. No. 111-117, and in H.R. 1473, "Department” Of Defense And Full-Year Continuing Appropriations Act, 2011”, Title I – General Provisions, Sec. 1101, Pub. L. 112-10, and as may be provided by congressional continuing resolutions or further budgetary enactments."

E. When using federal funds from this Task Order, all public notices, information pamphlets, press releases, research reports, posters, public service announcements, web sites and similar modes of presenting public information pertaining to the services and activities funded with this Task Order prepared and released by the Contractor must include the following statement or its equivalent and must be approved by the Department liaison, prior to use, publication and release.

"This project is funded in part AND/OR in whole by grant number(s) Insert Grant Number(s) from the Centers for Disease Control and Prevention of the U.S. Department of Health and Human Services and from the Montana Department of Public Health and Human Services. The contents herein do not necessarily reflect the official views and policies of the U.S. Department of Health and Human Services or the Montana Department of Public Health and Human Services."

F. Before the Contractor uses, publishes, releases or distributes them to the public or to local and state programs, the Department must review and approve all products, materials, documents, publications, press releases and media pieces (in any form, including electronic) the Contractor or its agents produce with task order monies to describe and promote services provided through this Task Order.

SECTION 14. SCOPE OF TASK ORDER

This Task Order consists of 14 numbered pages and the following Attachments:

Attachment A: WIC Collaboration
Attachment B: Quality Improvement
Attachment C: Promote Partnerships
Attachment D: Vaccination Services
Attachment E: Complementary Immunization Providers Administering Influenza Vaccine
All of the provisions of the Master Contract are incorporated into and are controlling as to this Task Order. In the case of a material conflict, a dispute, or confusing language between this Task Order and Master Contract the Master Contract shall control. This Task Order does not stand alone. If Master Contract lapses, so does this Task Order. The original Task Order will be retained by the Department. A copy of the original has the same force and effect for all purposes as the original. This is the entire Task Order between the parties.

SECTION 15.  AUTHORITY TO EXECUTE

Each of the parties represents and warrants that this Task Order is entered into and executed by the person so authorized to bind the party to the provisions of this Task Order and the Master Contract.

IN WITNESS THEREOF, the parties through their authorized agents have executed this Task Order on the dates set out below:

MONTANA DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES

BY: ___________________________ Date: ________________
    Todd Harwell, Administrator

CONTRACTOR, ANACONDA-DEER LODGE COUNTY

BY: ___________________________ DATE: ________________
    Bill T. Everett, Chief Executive Officer
ATTACHMENT A To Task Order No. 23-07-4-31-112-0

Clinic Information Form

Provide and/or coordinate the delivery of immunization services, when requested, to children, adolescents, and adults per standing orders/facility medical protocol.

County Name: 

Provide when your immunization clinic is available to provide vaccines. Include the day(s) of the week and times immunization clinics are offered and if your clinic allows for walk-ins.

<table>
<thead>
<tr>
<th>Days of the week</th>
<th>Vaccination Clinic Hours</th>
<th>Type of services offered</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Walk-in only</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Appointment only</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Both walk-in and appointments</td>
</tr>
</tbody>
</table>

Provide a description of any off-site clinics your jurisdiction may hold throughout the year to the public, for example at schools or during influenza season.

Example:
School based clinic conducted in October.
Influenza drive up clinic in November.
School clinics twice a year.
Collaborate with your local Women, Infants and Children Program (WIC) throughout the contract period to ensure WIC clients are up to date with Advisory Committee on Immunization Practices (ACIP) recommended vaccinations. Suggested activities may include, but are not limited to: Checking the immunization status of children prior to the WIC visit; providing immunization services and/or recall/reminder notices for the parents.

**County Name:**

Provide a narrative describing how your county collaborates with the WIC program in your area during first quarter or if it changes throughout the year. Each quarter please provide us with the total of WIC patients assessed, total number of records reviewed, how many were up-to-date, how many were not up-to-date, how many of those you immunized with that quarter, how many records not available, and any highlights that your county is doing currently.

☐ My County Does Not Provide WIC Services and this is provided by ____________________.

<table>
<thead>
<tr>
<th>Quarter 1, Quarter 2, Quarter 3, Quarter 4</th>
</tr>
</thead>
<tbody>
<tr>
<td># of WIC patients assessed</td>
</tr>
<tr>
<td>1</td>
</tr>
</tbody>
</table>
Quality Improvement Form  
Attachment C

IAP Contract Language Section 2.A.6: Select at least one quality improvement (QI) project listed below to complete over the next contract year. These strategies are designed to increase on-time vaccination of children and adolescents. The strategy selected should be something new or an enhancement of an existing strategy you are currently using. Strategies could include: Schedule the next visit before the patient leaves the office; Examples: consider scheduling the next visit prior to administering vaccines; scheduling the next visit even if client is unsure they can make the appointment and they can reschedule if necessary; train multiple people to schedule appointments; having the vaccinator schedule from the treatment room if the front desk is too busy with new clients. Leverage IIS functionality to improve immunization practice; Examples: Use imMTrax tools including coverage rate, recall/reminder, and/or manage population reports. Give a strong vaccine recommendation (including HPV) and vaccine conversations; Examples: Use resources designed to guide you and your staff with conversational techniques for discussing vaccines with parents: talking to parents about vaccines; HPV resources. Strengthen Vaccination Communications; Examples: Develop a vaccination policy/statement for patients; look for posters, social medial posts, etc. for addressing the community; share specific vaccine information with parents of children and/or teens. Custom quality improvement activity; Example: Develop a county specific vaccine QI strategy/project to increase on-time or catch-up vaccination of children and adolescents.

County Name: 

Report quarterly, on the Quality Improvement Form (Attachment C), what quality improvement project has been selected from the list of strategies; summarize the status of what is happening in your office i.e. what you are doing now. Summarize opportunities for improvement i.e. what you would like to do to improve; describe action items i.e. who is assigned to review, train, implement each aspect of the strategy with dates and specific action items.

<table>
<thead>
<tr>
<th>QI Strategy</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Summarize this strategy’s current implementation status</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Summarize existing gaps/limitations and opportunities for improvement in the current implementation of this strategy</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| Describe action items for this strategy/develop a plan (i.e., implementation/improvement steps) Short bullets recommended.  
- Brief description of task [assigned staff: target date] |  |  |
ATTACHMENT D To Task Order No. 23-07-4-31-112-0

Promote Partnerships and Vaccination Services

Develop partnerships in your jurisdiction through education and outreach to clinics and the public. Examples may include, but are not limited to: Offer the education program created and provided by the Montana Immunization Program; Offer vaccines at non-routine immunization clinics such as clinics at schools or sports physicals; Collaborate with private clinics, other public health programs, community-based organizations, and other stakeholders to promote immunizations in your jurisdiction; Collaborate with cancer prevention partners to promote HPV vaccination; Collaborate with other immunization clinics in your jurisdiction to provide immunization education materials for pregnant women and their infants. Partner in your community to offer incentives within your jurisdiction.

**County Name:**

Report quarterly, on the Promote Partnerships and Vaccination Services Form (Attachment D) what activities were implemented and include information on how many people attended trainings, meetings, and/or how many were vaccinated.

<table>
<thead>
<tr>
<th>Quarter 1</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Quarter 2</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Quarter 3</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Quarter 4</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>
Check here if there are no pharmacies in your county.

<table>
<thead>
<tr>
<th>Name of Pharmacy</th>
<th>Point of Contact</th>
<th>Phone #</th>
<th>Address</th>
<th>Type of Pharmacy</th>
<th>Does the pharmacy offer flu vaccination?</th>
<th>Additional Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>EXAMPLE</td>
<td>JOHN DOE</td>
<td>444444</td>
<td>1234 Main Street</td>
<td>Chain, Supermarket, Mass Merchant, or Independent</td>
<td>Yes, No, Unknown</td>
<td></td>
</tr>
</tbody>
</table>
PIONEER TECHNICAL SERVICES, INC.

MODIFICATION NO. 1 TO PROFESSIONAL SERVICE AGREEMENT 20-049

Pioneer Technical Services, Inc. (Engineer) and Anaconda – Deer Lodge County (Owner) mutually agree to modify the above referenced service agreement with the following:

Engineer and Owner, mutually agree to replace Section 10.01 (PAYMENT) with the following:

10.1 Payment (Hourly Rates Plus Reimbursable Expenses)

A. Using the procedures set forth in paragraph 2.01, Owner shall pay Engineer as follows:

1. An amount equal to the cumulative hours charged to the Project by each class of Engineer’s employees times standard hourly rates for each applicable billing class for all services performed on the Project, plus reimbursable expenses and Engineer’s consultants’ charges, if any.

2. The total compensation for services and reimbursable expenses is not to exceed: $66,397.00.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Value</td>
<td>$49,680.00</td>
</tr>
<tr>
<td>Modification No. 1 to 20-049</td>
<td>$16,717.00</td>
</tr>
<tr>
<td>TOTAL CONTRACT VALUE</td>
<td>$66,397.00</td>
</tr>
</tbody>
</table>

B. This Agreement shall be effective for the period beginning on the date first written above and shall terminate on December 31, 2022.

The scope of work applicable to this modification is attached. (Exhibit A).

IN WITNESS WHEREOF, Engineer and Owner have executed this Modification No. 1 on the dates set out below.

Anaconda – Deer Lodge County

Pioneer Technical Services, Inc.

[Signature]

[Signature]

Chief Executive Office

Vice President

Title

Title

June 8, 2022

June 7, 2022

Date Signed

Date Signed

Enclosed:

Exhibit A Scope of Work
June 2, 2022

Mr. Carl Hamming
Planning Director
Anaconda – Deer Lodge County
chamming@adlc.com

RE: East Yard Subdivision in Anaconda
Proposal for Professional Services
Preliminary and Final Platting Revisions

Dear Mr. Hamming:

Based on our discussions you, Anaconda-Deer Lodge County (ADLC) is proposing to revise the previously approved preliminary plat for the East Yard property located west of the existing slag piles near the Southeast edge of Anaconda. From what we understand a potential buyer wishes to add one lot and revise the previously submitted lot layout to accommodate the proposed retail facility.

Scope of Services

Surveying
Pioneer will perform the surveying services as per the revised platting plans provided by the client. The surveying scope of services will include the following:

1. Research of revision of platting provided by client
2. Mobilize to and from site
3. Field check of revisions
4. Platting changes on Preliminary Plat for submittal
5. Finding best fit legal solutions for lot layout
6. Once approved by ADLC, prepare the Final Plat
7. Plat check and review
8. Printing and filing Final Plat
9. Setting lot monumentation

Montana Department of Environmental Quality
We will update the previously submitted Municipal Facilities Exclusion (MFE) application and submit it to Montana Department of Environmental (DEQ) Quality. If the MFE is accepted by DEQ, an update to the conceptual level design for the proposed infrastructure improvements will be prepared. This design will only include plan view alignments and approximate sizing. We have assumed preliminary and final design will be prepared during a future phase.
ARCO Lot 17
Additionally, the following scope of work and fee captures the costs incurred related to work creating lot 17 of the current preliminary plat which is to be transferred to Atlantic Richfield Company (ARCO). From what we understand ARCO will be reimbursing ADLC for the costs incurred related to the platting of lot 17. Therefore, this amendment includes those costs.

Excluded from the Scope of Work
- Client-initiated changes to the layout after initial conceptual layout
- Modifications of previously submitted subdivision applications
- Public meetings or hearings
- Preliminary and final infrastructure design services.
- Geotechnical Investigations
- Variance Requests
- Review or application fees
- Construction services
- Revisions to the Traffic Impact Study

Costs
For budgeting this first phase of work, we have assumed the following cost breakdown:

<table>
<thead>
<tr>
<th>Description</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surveying</td>
<td>$7,500</td>
</tr>
<tr>
<td>MFE Revision</td>
<td>$500</td>
</tr>
<tr>
<td>ARCO Lot 17</td>
<td>$7,717</td>
</tr>
<tr>
<td>Project Management</td>
<td>$1,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$16,717</strong></td>
</tr>
</tbody>
</table>

As indicated above, we suggest a budget of $16,617 for the work outlined above. We believe these costs are conservative and you will only be invoiced the actual cost of the work. If this scope and cost are agreeable to you, we will send you a standard contract for professional services for signature.

We are looking forward to working with you on this project and making it successful. Please contact us if you have any questions.

Sincerely,

Todd K. Kuxhaus, PE
Project Manager
May 5, 2022

Dawn Dee
431 Hemlock
Anaconda, MT 59711

RE: Urban Renewal Agency Board

Dear Mrs. Dee:

Your position on the Urban Renewal Agency Board is due to expire on June 16, 2022. We cannot tell you how appreciative we are to have your services in volunteering on this very important board.

We would like to offer you the opportunity to re-apply for the vacancy by signing this reappointment letter. If you are interested in reappointment, please check the box below the signature line. If you have no intentions of re-applying, please check that particular box below the signature line.

I have enclosed a self-addressed stamped envelope for ease in returning this letter to the CEO/Commission Office. If you have any questions or concerns, please feel free to contact me.

Respectfully,

[Signature]

Heather J. Edwards
Executive Assistant

[Signature]

☐ Yes, Reappointment  ☐ No, Reappointment
June 3, 2022

Please accept my resignation from the tax appeal board immediately so you can advertise to fill the vacancy as soon as possible.

It has been a great experience for me to be on this board, however, I have health conditions that will make it difficult for me to continue in this capacity.

Thank you.

Dustin McKenney
ANACONDA-DEER LODGE COUNTY SPECIAL EVENT PERMIT
Ref. County Ordinance No. 120, Resolution No. 10-32, MCA 7-1-4124-Powers

Application Date: 06/31/2022  Special Event Meeting Date: 06/29/2022

Business/Organization: Southwest Montana Prevention

Name on Business License: Butte Cares

Mailing Address: 305 W Murray St, Butte MT

Phone Number: 406-498-6218  Fax:

Proposed Event: Court House Lawn

Location of Event:

Event Date(s): 06/29/2022  Time(s): 7pm - 11pm

Applicant: Katrinia Gruss

(Print Name)  (Sign Name)

Sign-Off & Comments:

Fire/Ambulance Department:

Law Enforcement: Bill Seth

Sanitarian Department:

Planning Department:

Parks & Recreation:

Road Department:

Approved: ADL.C. CEO

Date:
ANACONDA-DEER LODGE COUNTY SPECIAL EVENT PERMIT
Ref. County Ordinance No. 120, Resolution No. 10-32, MCA 7-1-4124-Powers

Application Date: ___________ Special Event Meeting Date: ___________

Business/Organization: ANACONDA SOFTBALL ASS

Name on Business License: ___________ ___________ ___________ ___________

Mailing Address: ___________ ___________ ___________

Phone Number: ___________ Fax: ___________

Proposed Event: 2023 ANNUAL SOFTBALL TOURNAMENT

Location of Event: ___________

Event Date(s): ___________ ___________ ___________ Time(s): ___________ ___________ ___________ ___________

Applicant: ___________ ___________

(Print Name) (Sign Name)

Sign-Off & Comments:

Fire/Ambulance Department: ____________________________

Law Enforcement: ____________________________

Sanitarian Department: ____________________________

Planning Department: ____________________________

Parks & Recreation: ____________________________

Road Department: ____________________________

Approved: ____________________________ Date: ____________________________

ADLC. CEO
# Certificate of Liability Insurance

**Date:** 06/08/2022

**Producer:**
- **Name:** RPS Bolinger
- **Address:** 200 Jefferson Park
- **City:** Whippany, NJ 07981
- **Phone:** 800-446-5311
- **Fax:** 973-921-8474

**Insured:**
- **Name:** USA Softball Adult Team Registration-Liability Insurance Program
- **Address:** 2801 N.E. 50th Street
- **City:** Oklahoma City, OK 73111

**Coverages**

<table>
<thead>
<tr>
<th>Type of Insurance</th>
<th>Provider Name</th>
<th>Policy Number</th>
<th>Policy Effective Date</th>
<th>Policy Expiration Date</th>
<th>Limits</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Liability</td>
<td></td>
<td>3602AH230069</td>
<td>06/10/2022</td>
<td>01/01/2023</td>
<td>Each Occurrence: $2,000,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Sexual Abuse &amp; Molestation: $2,000,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Sexual Abuse &amp; Molestation Aggregate: $2,000,000</td>
</tr>
<tr>
<td>Auto Liability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Combined Single Limit: $1,000,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Bodily Injury: $100,000/Person</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Medical Expenses: $10,000/Incident</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Property Damage: $1,000,000</td>
</tr>
</tbody>
</table>

**Workers' Compensation**

- **Y/N:** N
- **Description of Operations:** No Accident insurance is provided by this certificate

**Description of Operations / Locations / Vehicles:**

- Attach ACORD 101, Additional Remarks Schedule, if more space is required.

**Coverage**

Coverage applies only to the activities related to the Goocetown Slow Pitch Tournament Softball Tournament to be held on the following date(s): 07/07/2022, 07/08/2022, 07/09/2022, 07/10/2022. Tournament must be USA Softball sanctioned or approved. Liability coverage is provided to the sponsor and participants of this event. The Certificate Holder is named as an Additional Insured with regard to this event only.

**Certificate Holder**

- **Name:** Anaconda-Deer Lodge County
- **Address:** 800 South Main
- **City:** Anaconda, MT 59711

**Cancellation**

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

**Authorized Representative**

[Signature]

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ACORD 25 (2016/03) The ACORD name and logo are registered marks of ACORD
THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

POLICY CHANGES

<table>
<thead>
<tr>
<th>POLICY NUMBER</th>
<th>POLICY CHANGES</th>
<th>COMPANY</th>
</tr>
</thead>
<tbody>
<tr>
<td>3602AH230069</td>
<td>EFFECTIVE 05/27/2022</td>
<td>Markel Insurance Company</td>
</tr>
</tbody>
</table>

NAMED INSURED
USA Softball, Inc.

Coverage Parts Affected:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

CHANGES

CERTIFICATE OF INSURANCE

This certificate represents insurance provided in accordance with THE FOLLOWING POLICY NUMBER:
3602AH230069

NAMED INSURED
Anaconda Adult Softball League
Bill Hill
1415 W 4th St
Anaconda, MT 59711
406-560-1197

Effective Date: 05/27/2022
Expiration Date: 01/01/2023

Termination of the policy does not amend the expiration date of this certificate.

Plan Administered By:
RPS Bollinger 200 Jefferson Park Whippany, NJ 07981

TO REPORT A CLAIM, CALL 1-800-446-5311

<table>
<thead>
<tr>
<th>Coverage Description</th>
<th>Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Aggregate Limit</td>
<td>$5,000,000</td>
</tr>
<tr>
<td>Products-Completed Operations Aggregate Limit</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>Personal and Advertising Injury Limit</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>Sexual Abuse and Molestation per Occurrence Limit</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>Sexual Abuse and Molestation Aggregate Limit</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>Each Occurrence Limit</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>Damage to Premises Rented to You Limit</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>Medical Expense Limit</td>
<td>$10,000</td>
</tr>
</tbody>
</table>

Any One Person - applies to non-participants

This Certificate only provides evidence of insurance and does not amend, expand or alter any terms or conditions of the Policy.
ANACONDA-DEER LODGE COUNTY SPECIAL EVENT PERMIT
Ref. County Ordinance No. 120, Resolution No. 10-32, MCA 7-1-4124-Powers

Application Date: _______________ Special Event Meeting Date: ____________________

Business/Organization: ANA SOFTBALL ASS

Name on Business License: __________

Mailing Address: 1415 W 4th

Phone Number: 560-1197 Fax: ____________________

Proposed Event: YOUTH SOFTBALL TOURNAMENT "Yorks"

Location of Event: Charlotte Yeaman Marion Fields

Event Date(s): July 15/16/17 Time(s): 10 AM TO 7 PM

Applicant: [Sign Name] [Print Name]

Sign-Off & Comments:

Fire/Ambulance Department: ____________________

Law Enforcement: ____________________

Sanitarian Department: ____________________

Planning Department: ____________________

Parks & Recreation: ____________________

Road Department: ____________________

Approved: ____________________ Date: ________________

ADLC. CEO
CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFER NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
RFS Bollinger
200 Jefferson Park
Wyckoff, NJ 07481
PHONE 201-446-5311 FAX 973-921-2474

INSURED
USA Softball Adult Team Registration-Liability Insurance Program
2801 N.E. 50th Street
Oklahoma City, OK 73111

COVERAGES

POLICY NUMBER: ATL2022212581

POLICY CHANGE NUMBER: REVISION NUMBER:

THE INSURER(S) OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIRING TERM OR CONVERSION OF ANY CONTRACT OR OTHER DOCUMENT IN THE RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

OVER INSURER INSURER INSURER INSURER INSURER INSURER INSURER INSURER INSURER INSURER
LTL NUMBER

GENERAL LIABILITY
A COMMERCIAL GENERAL LIABILITY
X CLAIMS-MADE
X OCCUR

SEXUAL AGGREGATE LIMIT APPLIES PER: POLICY [X] PROJ- [X] LOC

SEXUAL ABUSE & Molestation Liab per occurrence: $2,000,000
SEXUAL ABUSE & Molestation Aggregate Limit: $2,000,000

AUTO LABILITY

ANY AUTO

ALL OWNED
SCHEDULED AUTOS
NON-OWNED AUTOS

UMBER LLIA

EXCESS LIAB

CLAIMS-MA

WORKERS COMPENSATION AND EMPLOYER’S LIABILITY

ANY PROPRIETOR, PARTNER, EXECUTIVE OFFICER-INSURED (Mandatory in NH)

OTHER

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES

Coverage applies only to the activities relating to the Goosetown Slow Pitch Tournament Softball Tournament to be held on the following date(s): 07/08/2022, 07/08/2022, 07/08/2022, 07/08/2022. Tournament must be USA Softball sanctioned or approved. Liability coverage is provided to the sponsor and participants of this event. The Certificate Holder is named as an Additional Insured with regard to this event only.

CERTIFICATE HOLDER
Anaconda-Deer Lodge County
800 South Main
Anaconda, MT 59711

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1995-2015 ACORD CORPORATION All rights reserved
### POLICY CHANGES

<table>
<thead>
<tr>
<th>POLICY NUMBER</th>
<th>POLICY CHANGES</th>
<th>COMPANY</th>
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<tbody>
<tr>
<td>3602AH230069</td>
<td>EFFECTIVE 05/27/2022</td>
<td>Markel Insurance Company</td>
</tr>
</tbody>
</table>

**NAMED INSURED**
USA Softball, Inc.

**AUTHORIZED REPRESENTATIVE SIGNATURE**

**COVERAGE PARTS AFFECTED:**
COMMERCIAL GENERAL LIABILITY COVERAGE PART

### CERTIFICATE OF INSURANCE

This certificate represents insurance provided in accordance with THE FOLLOWING POLICY NUMBER: 3602AH230069

**NAMED INSURED**
Anaconda Adult Softball League
Bill Hill
1415 W 4th St
Anaconda, MT 59711
406-560-1197

Effective Date: 06/27/2022 at 12:01 a.m. Standard Time at your mailing address shown above.
Expiration Date: 01/01/2023

Termination of the policy does not amend the expiration date of this certificate.

**Plan Administered By:**
RPS Bollinger 200 Jefferson Park Whippany, NJ 07981

### TO REPORT A CLAIM, CALL 1-800-446-5311

<table>
<thead>
<tr>
<th>Coverage Type</th>
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<tbody>
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</tbody>
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Any One Premise
Any One Person - applies to non-participants

This Certificate only provides evidence of insurance and does not amend, expand or alter any terms or conditions of the Policy.
ANACONDA-DEER LODGE COUNTY SPECIAL EVENT PERMIT
Ref. County Ordinance No. 120, Resolution No. 10-32, MCA 7-1-4124-Powers

Application Date: 5/21/22  Special Event Meeting Date: 

Business/Organization: **DEAD RINGER HORSESHOE LEAGUE**

Name on Business License: **DEAD RINGER HORSESHOE**

Mailing Address: C/O 420 CHERRY

Phone Number: 560-2758  Fax: 

Proposed Event: **ARCHOE DULANEY - MEL MEINDL**

Location of Event: **WASHOE PARK HORSESHOE PITS**

Event Date(s): **July 16th / July 17th**  Time(s): **8am-8pm**

Applicant: **Randy Josephson**

(Print Name)  (Sign Name)

Sign-Off & Comments:

Fire/Ambulance Department:

Law Enforcement: **Bill Smith**

Sanitarian Department: **Mark Swan**

Planning Department:

Parks & Recreation:

Road Department: **Wayne West**

Approved:  __________________________  Date:  __________________________

ADLC. CEO
ANAConDA-DEER LODGE COUNTY SPECIAL EVENT PERMIT
Ref. County Ordinance No. 120, Resolution No. 10-32, MCA 7-1-4124-Powers

Application Date: 5/27/22 Special Event Meeting Date: 

Business/Organization: DEAD RINGEL HORSESHOE LEAGUE
Name on Business License: DEAD RINGEL HORSESHOE
Mailing Address: 410 420 CHERY
Phone Number: 530-2158 Fax: 
Proposed Event: DEAD RINGEL/STATE TOURNAMENT
Location of Event: WASHOE PARK HORSESHOE PITS
Event Date(s): AUG. 20TH/AUG. 21ST Time(s): 8am-8pm
Applicant: Randi Jordan
(Print Name) Randy Jordan
(Sign Name)

Sign-Off & Comments:

Fire/Ambulance Department:

Law Enforcement: Bill Smith

Sanitarian Department: 

Planning Department: 

Parks & Recreation: 

Road Department: 

Approved: ADLC. CEO Date: 

ANAconda-Deer Lodge COUNTY SPECIAL EVENT PERMIT
Ref. County Ordinance No. 120, Resolution No. 10-32, MCA 7-1-4124-Powers

Application Date: ___________________ Special Event Meeting Date: ___________________

Business/Organization: ANACONDA softball ASS

Name on Business License: ___________________

Mailing Address: 1415 W 4th

Phone Number: 560 1197 Fax: ___________________

Proposed Event: USA STATE CO-ED SOFTBALL TOURNAMENT

Location of Event: Charlotte Yeramian Memorial Complex

Event Date(s): AUGUST 20TH-21ST Time(s): 9AM TO 7PM

Applicant: BILL HILL (Print Name) BILL HILL (Sign Name)

Sign-Off & Comments:

Fire/Ambulance Department: ___________________

Law Enforcement: ___________________

Sanitarian Department: ___________________

Planning Department: ___________________

Parks & Recreation: ___________________

Road Department: ___________________

Approved: ___________________ Date: ___________________

ADLC. CEO
CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
RPS Ballenger
200 Jefferson Park
Whippany, NJ 07981
PHONE 1-800-946-5311 FAX 973-921-8474

CONTACT
NAME: FAX:
PHONE (Acct. No. Ext.): 800-446-5311 (Acct. No.): 973-921-8474
EMAIL: INSURER(S) AFFORDING COVERAGE
ADDRESS:
INSURER A: Market Insurance Company
INSURER B:
INSURER C:
INSURER D:
INSURER E:
INSURER F:

USA Softball Adult Team Registration-Liability Insurance Program
2801 N.E. 50th Street
Oklahoma City, OK 73111

COVERAGE

POLICY CHANGE NUMBER: ATL202212581

TH & IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED.

NOTICE: THIS IS NOT A CONTRACT. THIS IS A CERTIFICATE OF INSURANCE. IT IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFER NO RIGHTS UPON THE INSURED OTHER THAN THOSE CONFERRED BY EACH POLICY. THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN TO THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. EXP. LIMITS.

COVERAGES

POLICY NUMBER: 3602AHI230069

LIMITS

00/10/2022 01/01/2023

0.16/0.16

0.16/0.16

0.16/0.16

SEXUAL ABUSE & MALTREATMENT
Per Occurrence: $2,000,000
Aggregated: $2,000,000

EACH OCCURRENCE
$2,000,000

DAMAGE TO RENTED PREMISES (Exclusions)
$1,000,000

MED EXP (Active person)
$10,000*

PERSONAL & ADL INJURY
$5,000,000

GENERAL AGGREGATE
$5,000,000

PRODUCTS-CONTR. AGG
$2,000,000

COVERAGE EXCLUDED

$ SALVAGE LIMIT (Ex Occurrence)
$ 1

BODILY INJURY (Per Person)
$ 1

BODILY INJURY (Per Accident)
$ 1

PROPERTY DAMAGE
$ 1

PER STATUTE
$ 1

PER OCCURRENCE
$ 1

EL. EACH OCCIDENT
$ 1

EL. EACH OCCIDENT-EL. EMPLOYEE
$ 1

EL. DISEASE-POLICY LIMIT
$ 1

DESCRIPTION OF OPERATIONS / LOCATION / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Coverage applies only to the activities relating to the Goocatowm Slow Pitch Tournament Softball Tournament to be held on the following date(s): 07/07/2022, 07/08/2022, 07/09/2022, 07/16/2022. Tournament must be USA Softball sanctioned or approved. Liability coverage is provided to the sponsor and participants of this event. The Certificate Holder is named as an Additional Insured with regard to this event only.

OTHER

CERTIFICATE HOLDER

Anacoda-Deer Lodge County
800 South Main
Anacoda, MT 59711

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1990-2015 ACORD CORPORATION. All rights reserved.
THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

POLICY CHANGES

<table>
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USA Softball, Inc.

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COMMERCIAL GENERAL LIABILITY COVERAGE PART

CHANGES

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3602AH230069

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Anaconda Adult Softball League
Bill Hill
1415 W 4th St
Anaconda, MT 59711
406-560-1197

Effective Date: 05/27/2022
Expiry Date: 01/01/2023

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Plan Administered By:
RPS Bollinger 200 Jefferson Park Whippany, NJ 07981

TO REPORT A CLAIM, CALL 1-800-446-5311

Commercial General Liability Limits of Insurance

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INTRODUCTION

Action Inc. is the Community Action Agency addressing poverty and low-income needs in a six county region of Southwest Montana. The agency conducted a thorough needs assessment in 2019 to inform strategic planning and work plan development. The needs assessment yielded a set of findings on which the agency has identified a set of goals, objectives and action items for the two-year period 2022-2024. To the best of their abilities, staff and board members factored into their planning, the needs of poor and low-income people, community environments that perpetuate poverty and sustained low-income status, public policy changes impacting programs and resource availability. Information that fed the assessment included community-level data, public policy research, a survey of poor and low-income constituents, and knowledge of the changing funding environment. What follows is a work plan that represents a path of action for achieving the mission. It includes four overarching goals for which there are a number of objectives and action items; for each action item, there is a need framework that is drawn from the needs assessment. The four overarching goals are related to empowerment, the provision of essential services, collaboration, and strengthening capacity. The way in which these established goals and action items relate to national CSBG goals is indicated by an associated number and description of in the column titled "National Performance Indicator".

SERVICE AREA

Action Inc. is the Community Action Agency covering a six county area of Southwestern Montana including Beaverhead, Deer Lodge, Granite, Madison, Powell and Silver Bow Counties. The service area population is 72,657 and spans a land area of 14,637 square miles. The service area comprises 10% of the state's total land area and 7% of the state's population. The Southwest corner of Montana is a scenic and mountainous part of the state. Amongst its many majestic mountain ranges are pristine rivers, forests and grasslands that are home to abundant fish and wildlife. Winter weather can persist for up to nine months with periods of subzero temperatures. Five of the six counties in the region are classified as "frontier"; Silver Bow county is classified as "rural". Population densities range from 1.67 people per square mile in the vast, agricultural county of Beaverhead to 48.7 in Silver Bow County where the city of Butte is located. Butte has an estimated population of 34,933 and is the most populous city in the region. These densities stand in stark contrast to the 889 people per square mile found, for example, in the more densely populated state of Massachusetts. An estimated 17% of the population in this rural region subsists below the federal poverty line. An estimated 37% of people subsist at 200% or less of the federal poverty line. It is important to note that, as this document is completed, a global pandemic has significantly impacted the economy, workforce, and housing. The extent to which poverty and low-income status has changed is not yet known. Action Inc. has adjusted its operations to reflect safety and to respond to special needs that have arisen in the service area.

MISSION STATEMENT

"Action Inc. is dedicated to development of pathways out of poverty through innovative, community-based, collaborative approaches."

GOAL ONE: EMPOWERMENT

GOAL STATEMENT: Develop and implement initiatives that empower people to move beyond poverty and environments that perpetuate it.

OBJECTIVES:

1. Provide stabilized housing through a rapid rehousing program, utilizing a "Housing First" model.
2. Provide early childhood education environments that provide the opportunity for poor and low-income children to become ready for school and that provide the foundation for success in school.
3. Provide employment and training opportunities for poor and low-income youth to encourage future work force attachment and self-sufficiency.
4. Provide information and guidance to poor and low-income people in support of economic self-reliance and effective economic decision-making.
5. Develop new pathways for at-risk youth to become successful as adults.
6. Facilitate a Homeless Advisory Committee that gives currently or recently homeless a voice in service delivery and policies.

Action Inc. 2022-2023 CSBG Work Plan
THE NEED FRAMEWORK: Over 11,400 people are poor in the six-county region of Southwest Montana and over 24,000 subsist at just 200% or less of the federal poverty level—this represents 37% of the region’s population. There is growing recognition among industrialized nations that poverty can no longer be viewed as a mere income deficiency and that it cannot be solved without addressing factors that perpetuate it. The Joint Center for Housing Studies at Harvard University found that American children are less likely to move out of the bottom of the income distribution than children in five other industrialized nations including Ireland, Spain, Hungary, UK, Germany. (B. Bradbury, S. Jenkins and J. Micklewright, “Growing Wealth, Inequality, and Housing in the United States” 2007) They also found that “prolonged low family income can be expected to lead to a more ingrained feeling of social exclusion, which may also have more lasting consequences.” As a Community Action Agency that has been working on poverty solutions for 56 years in Southwest Montana, it is clear to leaders at Action Inc. that poverty has become cyclical and intergenerational for many families. The solutions have become, therefore, more focused on addressing issues that contribute to a breaking the cycle and on the concept of equity. Neighborhood environments can be particularly powerful in contributing to a cycle of poverty when there are high concentrations of poor people and they have become more isolated from the larger community. In Butte-Silver Bow County, the region’s population center, there are neighborhoods where poverty is as high as 63% and where over half of housing units are substandard. Programs like Head Start and those that focus on strengthening supports for youth and young adults, as well as focus on breaking the cycle of frequent system utilization have become a strong focus. The agency also focuses on system integration facilitating collaboration among disparate agencies, which is necessary to building community systems to supports on a systematic level.

NEED FOR HOUSING FIRST SERVICES FOR THE HOMELESS: Over 11,400 people in the Action Inc. service area live under the federal poverty line. In America, poverty is an indicator of income so deficient as to be inadequate for the purchase of basic necessities. In the Action Inc. service area, over 17% of the population are so materially poor, they cannot afford to purchase basic necessities. However, our findings show that poverty can also have lasting psychological effects. In the Southwest Montana service area, a cycle of poverty has resulted in homelessness, crime, drug and alcohol addiction, domestic violence and general underachievement. In a large percentage of cases, mental illness is co-occurring. The homeless rate in Butte-Silver Bow County, the most populous county in the District, pre-pandemic was at 0.15% (33 total people), the lowest it had been since the early 1990’s, due in large part to implementation of a “Housing First” model and an initiative to address frequent system utilizers. During the pandemic, the number of literally homeless doubled (point-in-time, Coordinated Entry List). Action Inc. provides leadership for Continuum of Care and Coordinated Entry system and will continue to provide Rapid Rehousing and homeless prevention services as well as case management and housing navigation. With these services and deep collaboration with 20 other agencies, tremendous progress has been made on addressing homelessness. Maintaining the newly created system for addressing homelessness is critical to the community.
<table>
<thead>
<tr>
<th>Action Items: Identified Activities That Support Accomplishment of the Goal</th>
<th>Projected Impact</th>
<th>National Performance Indicator</th>
<th>Data Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Action Inc. will provide rapid rehousing and homeless prevention services for homeless families and individuals drawing from concepts of the Housing First model that will include intensive case management, housing location, diversion, and service linking. The agency will provide these services through a combination of the Community Services Block Grant, the Emergency Solutions Grant, and a Continuum of Care grant and a local grant.</td>
<td>Overarching outcome: homeless families and individuals will be stabilized in housing and become more highly functioning members of society.</td>
<td>SRV 7a-70 Participants obtain outcomes through case management, eligibility determinations, referrals, identification documents, child care, etc.</td>
<td>CDS/HMIS</td>
</tr>
<tr>
<td>300 of 300 homeless families and individuals will have eligibility determined for rapid rehousing or homeless prevention assistance--100%</td>
<td>SRV 4c Emergency rent or mortgage assistance is provided</td>
<td>CDS/HMIS</td>
<td></td>
</tr>
<tr>
<td>20 of 20 homeless families will obtain or retain safe, affordable housing with rent assistance through the rapid rehousing program--65%</td>
<td>FNPI 4b Households obtained safe and affordable housing</td>
<td>CDS/HMIS</td>
<td></td>
</tr>
<tr>
<td>20 of 20 families will have safe, affordable permanent housing--100%</td>
<td>FNPI 4c Households obtained safe and affordable housing for 90 days</td>
<td>CDS/HMIS</td>
<td></td>
</tr>
<tr>
<td>20 of 20 families will have safe and affordable housing for 90 days--100%</td>
<td>FNPI 4d Households obtained safe and affordable housing for 180 days</td>
<td>CDS/HMIS</td>
<td></td>
</tr>
<tr>
<td>20 of 20 families will have safe and affordable housing for 180 days--100%</td>
<td>SRV 4 Participants obtain outcomes through housing navigation, etc.</td>
<td>CDS/HMIS</td>
<td></td>
</tr>
<tr>
<td>20 of 20 homeless families and individuals will receive housing location assistance--100%</td>
<td>SRV 7a-70 Participants obtain outcomes through case management, eligibility determinations, referrals, identification documents, child care, etc.</td>
<td>CDS/HMIS</td>
<td></td>
</tr>
<tr>
<td>20 of 20 homeless families will receive case management services in support of housing stabilization--100%</td>
<td>SRV 7a-70 Participants obtain outcomes through case management, eligibility determinations, referrals, identification documents, child care, etc.</td>
<td>CDS/HMIS</td>
<td></td>
</tr>
<tr>
<td>20 of 20 homeless families will be referred to other services in support of stabilization--100%</td>
<td>SRV 7a-70 Participants obtain outcomes through case management, eligibility determinations, referrals, identification documents, child care, etc.</td>
<td>CDS/HMIS</td>
<td></td>
</tr>
<tr>
<td>100 of 100 homeless and imminently homeless individuals will have eligibility determined for rapid rehousing or homeless prevention assistance--100%</td>
<td>SRV 7a-70 Participants obtain outcomes through case management, eligibility determinations, referrals, identification documents, child care, etc.</td>
<td>CDS/HMIS</td>
<td></td>
</tr>
<tr>
<td>70 of 80 homeless individuals will obtain or retain housing with rent assistance through the rapid rehousing/homeless prevention program--88%</td>
<td>SRV 4c Emergency rent or mortgage assistance is provided</td>
<td>CDS/HMIS</td>
<td></td>
</tr>
<tr>
<td>80 of 100 homeless individuals will receive housing location assistance--80%</td>
<td>SRV 7a-70 Participants obtain outcomes through case management, eligibility determinations, referrals, identification documents, child care, etc.</td>
<td>CDS/HMIS</td>
<td></td>
</tr>
<tr>
<td>Action Inc. will provide outreach to the homeless living on the streets, emergency shelters and other places not meant for human habitation to ensure they have access to housing and case management services</td>
<td>80% of 80 homeless individuals will receive case management services in support of housing stabilization—100%</td>
<td>80% of 80 homeless individuals will be referred to other services in support of stabilization—100%</td>
<td>300 people will have contact with an Action Inc. outreach worker and receive information about Action Inc. services</td>
</tr>
</tbody>
</table>
### Action Items: Initiatives to Address Poverty

**Action Item:** Make quality preschool education available for children in Silver Bow County. The center-based program will provide transportation, nutritious meals, health screenings, parent education and involvement, and school-readiness activities in a diverse, nurturing, linguistically inclusive and learning conducive environment. The agency has the capacity to serve 186 children per year at one time.

**Projected Impact:** Low-income children get a head start in support of school success.

<table>
<thead>
<tr>
<th>Action Items: Identified Activities That Support Accomplishment of the Goal</th>
<th>Number and Percent Achieving a Specified Outcome</th>
<th>National Performance Indicator</th>
<th>Data Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>186 children out of 186 children enrolled per year will develop school readiness skills - 100%</td>
<td></td>
<td>FNPI 2b</td>
<td>CDS/Child Plus</td>
</tr>
<tr>
<td>The health and physical development of 186 children out of 186 enrolled per year will be improved as a result of adequate nutrition - 100%</td>
<td></td>
<td>SRV 5</td>
<td>CDS/Child Plus</td>
</tr>
<tr>
<td>186 children out of 186 enrolled per year will obtain age appropriate immunizations - 100%</td>
<td></td>
<td>SRV 5a</td>
<td>CDS/Child Plus</td>
</tr>
<tr>
<td>186 children out of 186 enrolled per year will obtain age appropriate well-child check - 100%</td>
<td></td>
<td>SRV 5d</td>
<td>CDS/Child Plus</td>
</tr>
<tr>
<td>186 children out of 186 enrolled per year will obtain age appropriate developmental delay screening - 100%</td>
<td></td>
<td>SRV 5c</td>
<td>CDS/Child Plus</td>
</tr>
<tr>
<td>186 children out of 186 enrolled per year will obtain age appropriate vision screening - 100%</td>
<td></td>
<td>SRV 5d</td>
<td>CDS/Child Plus</td>
</tr>
<tr>
<td>186 children out of 186 enrolled per year will obtain age appropriate nursing care sessions - 100%</td>
<td></td>
<td>SRV 5h</td>
<td>CDS/Child Plus</td>
</tr>
<tr>
<td>100 out of 100 age-appropriate enrollees per year will be developmentally ready to enter kindergarten - 100%</td>
<td></td>
<td>FNPI 2c</td>
<td>CDS/Child Plus</td>
</tr>
<tr>
<td>90 out of 90 parents or sets of parents per year will receive information and/or training that helps improve their family functioning skills - 100%</td>
<td></td>
<td>FNPI 5d</td>
<td>CDS/Child Plus</td>
</tr>
</tbody>
</table>
NEED FOR YOUTH SERVICES: Indicators of child well-being in Southwest Montana point to a need for supportive youth services. Twenty-five percent of the child population in the service area lives below the poverty line; the District has a higher child poverty rate than both the state of Montana and the nation. An estimated 36% of children live in single-parent homes. High school graduation rates among the economically disadvantaged are significantly lower in local schools than for the general student population, ranging from 59% to 87%. Although the number of homeless youth is not adequately quantified, the local school district reports high numbers of youth not living with family and couch-surfing. Finally, the rate of children in foster care, at over 37.07 per 1,000 population is significantly higher in the region that it is nationally (9.2 per 1,000). While no single factor predicts a continuum of poverty through generations, these factors together indicate a high-risk environment for children and the need for programming to create more protective factors for youth.

<table>
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<tr>
<th>ACTION ITEMS: INITIATIVES TO ADDRESS POVERTY</th>
<th>PROJECTED IMPACT</th>
<th>NATIONAL PERFORMANCE INDICATOR</th>
<th>DATA SOURCE</th>
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</thead>
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<tr>
<td>ACTION ITEMS: IDENTIFIED ACTIVITIES THAT SUPPORT ACCOMPLISHMENT OF THE GOAL</td>
<td>TARGET NUMBER TO ACHIEVE A SPECIFIED OUTCOME</td>
<td>REFERENCE NUMBER</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>Action Inc. will provide youth with the opportunity to receive job readiness skills, education, work training and work experience. The agency has the projected capacity to serve about 30 youth per year.</td>
<td>30 youth per year will develop skills to function effectively in the work world, thereby helping to break the cycle of poverty 30 of the 30 youth per year will obtain pre-employment skills/job readiness skills—100%</td>
<td>FNPI 6a</td>
<td>Participants obtain skills and competencies required for employment</td>
</tr>
<tr>
<td>Action Inc. will provide youth in foster care with case management, employment supports and support services to help with the transition out of foster care. The agency has the projected capacity to serve about 25 youth per year.</td>
<td></td>
<td></td>
<td></td>
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<td>---</td>
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<td>---</td>
<td></td>
</tr>
<tr>
<td>4 of the 30 youth per year will receive Adult Basic Education diploma or GED—-11%</td>
<td>FNPI 1a</td>
<td>Participants who were unemployed obtained a job</td>
<td></td>
</tr>
<tr>
<td>17 of the 30 youth per year who get job readiness skills will obtain employment and get training on a work site—57%</td>
<td>FNPI 1b</td>
<td>Participants become employed and obtain an increase in employment income and/or benefits</td>
<td></td>
</tr>
<tr>
<td>3 of the 30 youth per year who obtain employment will increase their income/benefits—10%</td>
<td>FNPI 1c</td>
<td>Participants become employed and maintain a job for at least 90 days</td>
<td></td>
</tr>
<tr>
<td>10 of the 30 youth per year who obtain employment will maintain employment for at least 90 days—-34%</td>
<td>FNPI 2i</td>
<td>Participants complete post-secondary education program and obtain certificate or diploma</td>
<td></td>
</tr>
<tr>
<td>1 of 30 youth per year will complete a post-secondary program and obtain a diploma—4%</td>
<td>FNPI 4b</td>
<td>Participants obtain and/or maintain safe and affordable housing</td>
<td></td>
</tr>
<tr>
<td>3 of 30 youth per year will have a need for and obtain affordable housing—10%</td>
<td>SRV 7j</td>
<td>Participants obtain access to reliable transportation and/or driver’s license</td>
<td></td>
</tr>
<tr>
<td>4 of 30 youth per year will have a need for and get access to reliable transportation and/or a driver’s license—-14%</td>
<td>SRV 7n</td>
<td>Participants receive clothing in support of obtaining employment</td>
<td></td>
</tr>
<tr>
<td>4 of 30 youth per year will get clothing assistance in support of employment—-14%</td>
<td>FNPI 2h</td>
<td>Individuals obtain a recognized credential, certificate, or degree relating to the achievement of educational skills</td>
<td></td>
</tr>
<tr>
<td>1 of 30 youth will obtain a recognized credential, certificate, or degree relating to achievement of educational or vocational skill—-4%</td>
<td>FNPI 2h</td>
<td>Participants obtain skills and competencies required for employment</td>
<td></td>
</tr>
<tr>
<td>30 of 30 youth will complete a soft skills curriculum to prepare them for a work experience at a job site—100%</td>
<td>FNPI 6a</td>
<td>Youth increase academic, athletic, or social skills for school success</td>
<td></td>
</tr>
<tr>
<td>15 of 25 youth exiting foster care will increase academic or social skills for school success—-60%</td>
<td>SRV 7d</td>
<td>Participants obtain access to reliable transportation and/or driver’s license</td>
<td></td>
</tr>
<tr>
<td>5 of 25 youth exiting foster care will receive transportation assistance—-20%</td>
<td>FNPI 4b</td>
<td>Participants obtain and/or maintain safe and affordable housing</td>
<td></td>
</tr>
<tr>
<td>5 of 25 youth exiting foster care will receive housing assistance—-20%</td>
<td>FNPI 2g</td>
<td>Participants completed ABE/GED and received a certificate or diploma</td>
<td></td>
</tr>
<tr>
<td>4 of 25 youth exiting foster care will complete high school or obtain ABE/GED—16%</td>
<td>FNPI 1a</td>
<td>Participants obtain skills and competencies required for employment</td>
<td></td>
</tr>
<tr>
<td>25 out of 25 youth exiting foster care will obtain skills or competencies for employment—100%</td>
<td>FNPI 1a</td>
<td>Participants obtain skills and competencies required for employment</td>
<td></td>
</tr>
</tbody>
</table>

*Action Inc. 2022-2023 CSBG Work Plan*
NEW! Action Inc. will make available 6 transitional housing units for homeless youth 18-24 years of age.

NEW! Action Inc. will provide case management and advocacy services to youth residing in transitional housing to include goal planning, service linkage, and incentives.

NEW! Action Inc. will provide housing navigation services to youth in support of their move to permanent supportive housing when it is the appropriate path for the youth.

NEW! Action Inc. will provide crisis navigation and family reunification services to literally and imminently homeless youth, thereby reducing the number of youth who become or stay homeless.

25 of 25 youth exiting foster care will increase skills, knowledge, and abilities to enable them to improve conditions in the community - 100%
25 of 25 youth exiting foster care will improve social networks - 100%
5 of 25 youth exiting foster care will improve leadership skills - 20%
25 of 25 youth exiting foster care increase skills, knowledge and abilities to enhance their ability to engage - 100%
25 out of 25 youth exiting foster care will obtain skills or competencies for employment - 100%
8 of 10 youth will have safe, supported housing with rent subsidy for up to 24 months - 80%
8 of 10 youth will be referred to at least 3 supportive services per youth by a case manager for an approximate total 24 referrals - 100%
3 of 8 youth will secure permanent supportive housing - 38%
15 of 15 homeless youth will become will be provided guidance through their housing crisis with a case manager - 100%
4 of 15 homeless youth will be reunified with family - 27%
15 of 15 homeless youth will be referred to at least 3 supportive services per youth by a case manager for an approximate 45 referrals - 100%

NEED TO ENGAGE LOW-INCOME PEOPLE IN WAYS THAT ENCOURAGE COMMUNITY AND CIVIC PARTICIPATION:

In America, lessons from the "War on Poverty" over the last 55 years indicate that poverty is not merely an income deficiency; it is inextricably linked to social issues. "There is growing recognition that social problems like drug abuse, crime, educational underachievement and alienation from common values are strongly associated with the poverty-amid-plenty that afflicts a significant portion of the population." (UNICEF Innocenti Research Centre; Innocenti Report Card No. 1, June 2000) In District XIII, the regional poverty rate is higher than that of Montana as a whole and the nation. Action Inc. in addressing poverty in its service area, must address not only the material effects of poverty, but the low expectation of achievement that so often accompanies material poverty. Part of its strategy to overcome the achievement problem is to provide opportunities for engagement and decision-making that helps to empower people to achieve.

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<td>ACTION ITEMS: IDENTIFIED ACTIVITIES THAT SUPPORT ACCOMPLISHMENT OF THE GOAL</td>
<td>TARGET NUMBER TO ACHIEVE A SPECIFIED OUTCOME</td>
<td>REFERENCE NUMBER</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>Action Inc. will operate within a structure that encourages and requires the participation of low-income citizens.</td>
<td>Through community involvement, lower-income people will develop a sense of empowerment that will help overcome low expectations and associated underachievement</td>
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</table>

Action Inc. 2022-2023 CSBG Work Plan
| Action Inc. will actively engage low-income people as volunteers in its programs and activities. | At least 20 low-income people per year will serve on formal community boards, committees and councils, including associated Boards of Directors and the Head Start Policy Council and neighborhood groups. Low-income people will contribute at least 1000 hours of volunteer time to Community Action efforts per year. | Mod 2 bb | Low-income people participate in formal community organizations, government, boards or councils that provide input into decision making and policy setting through Community Action efforts. Mod 2 B.3a.1 | Low-income people volunteer for Community Action activities Mod 2 B.3a.2 | Low-income people participate in formal community organizations, government, boards or councils that provide input into decision making and policy setting through Community Action efforts. Internal Records | CDS | CDS |
NEED FOR EDUCATION IN THE AREAS OF ENERGY CONSERVATION: Knowledge is power and if Community Action is to empower people through its programs and initiatives, it is incumbent upon agencies to create access to knowledge. One way in which knowledge can translate into economic self-sufficiency is in the area of energy conservation. Because Action Inc. provides energy-related services, including assistance with heat bills and weatherization of homes, it can become more empowering in its approach to service delivery by providing education about how to conserve energy and make homes more energy efficient. There are over 24,000 low-income people in the service area, of which an estimated 5,000 are adults. Action Inc. currently only reaches about 27% of all low-income people in the region through its services, which is up 5% over one year ago due to more intensive outreach efforts.

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<tr>
<td>As part of a broader outreach approach, Action Inc. will develop and implement an outreach plan with a goal of reaching and education more people in the service area about energy conservation.</td>
<td>1 plan will be completed that will provide cohesive direction on reaching low-income citizens and providing effective education</td>
<td></td>
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<tr>
<td>Through use of media and print materials, Action Inc. will provide wide public education about the importance of energy conservation.</td>
<td>4,000 of 11,800 low-income people will receive information through dissemination of materials at senior citizen centers, schools and health/information fairs in the region—34%</td>
<td></td>
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</tr>
<tr>
<td>Action Inc. will implement an energy conservation campaign to reach low-income children in the service area</td>
<td>3,800 of 12,800 low-income children will become energy conservers due to their increased knowledge—30%</td>
<td></td>
<td></td>
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<tr>
<td>Action Inc. will provide age-appropriate educational materials to children participating in summer meal programs in the cities of Butte and Deer Lodge related to how to conserve energy at home.</td>
<td>300 of 300 children will receive educational materials and become more informed about energy conservation in support of achieving economic self-sufficiency at adults—100%</td>
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GOAL TWO: ESSENTIAL SERVICES

GOAL STATEMENT: Ensure the most vulnerable people and those with inadequate resources have access to the most basic requirements for life by coordinating and broadening resources for such provisions

OBJECTIVES:
1. Work to ensure homeless families and individuals have safe, warm housing and food
2. Work to ensure children have adequate nutrition in the summer months when school meals are not available
3. Work to ensure low-income senior citizens have safe, warm, affordable housing and food
4. Work to ensure families and individuals have safe, affordable housing
5. Work to ensure people with inadequate resources have heat in their homes during cold winter months
6. Work to ensure all people with inadequate resources have access to food

NEED FRAMEWORK: Over 17% of people are poor in the six county region served by Action Inc., including over 2,800 children (22.5%). Just under forty percent of people (over 24,000) have low-income status, subsisting with incomes at 200% or less of the federal poverty line. Over 8,100 people are receiving federal food assistance regionally through the Supplemental Nutrition Assistance Program (SNAP) while just under half of children are eligible for free and reduced lunch; annual average wages throughout the region are significantly lower than the national average; even with the advent of the Affordable Care Act, 15.3% of low-income citizens under 65 have no form of health insurance; over 48% of renters are paying more than 30% of their monthly income for housing; one-third of senior citizens, who comprise 19.7% of the region's population are low-income and, 1,039 people are unemployed. A 2019 survey of low-income people in the region revealed that the highest priority needs is for heat assistance. Action Inc., as an advocate for poor and low-income people in the region, has been working to ensure these most vulnerable of people have adequate food, housing and heat for 33 years. Based on need as indicated by data, it is incumbent upon the agency to continue seeking and utilizing resources to provide for these most basic requirements of living.

Action Inc. 2022-2023 CSBG Work Plan
**NEED FOR HOUSING AND FOOD FOR HOMELESS AND IMMINENTLY HOMELESS FAMILIES AND INDIVIDUALS:** In Southwest Montana, just over 17% of the population are so materially poor, they cannot afford to purchase basic necessities. The homeless rate in Butte-Silver Bow County, the most populous county in the service area, is at 0.5%. The rate amounts to an approximate 164 homeless people who have no resources with which to secure housing on their own and with no current emergency shelter program in the area, have no place to go.

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<td>REFERENCE NUMBER</td>
<td>FNPI 4b</td>
</tr>
<tr>
<td>Action Inc. will provide rapid rehousing assistance to homeless families and individuals in the six-county service area in order to support overall economic and social stabilization and health</td>
<td>80 of 100 households will be rehoused a–80%</td>
<td>FNPI 4b</td>
<td>Low-income individuals or families are stabilized and housed.</td>
</tr>
</tbody>
</table>
Action Inc. will provide case management to homeless participants receiving rapid rehousing assistance in the six-county service area in order to support long-term stabilization. Through case management, Action Inc. will refer homeless Rapid Rehousing participants in the six-county service to support services as part of the goal to support long-term stabilization of homeless families and individuals.

Action Inc. will provide homeless prevention assistance with rent arrears in support of housing stabilization.

Action Inc. will collaborate with the Butte Emergency Food Bank to provide a food (backpack) program at the Emma Park Neighborhood Center for homeless youth.

Action Inc. will collaborate with churches, civic groups, and human services agencies to provide lunches for homeless people in Butte-Silver Bow County 3 days per week.

### NEED FOR SUMMER MEAL PROGRAM FOR CHILDREN:

In Butte-Silver Bow County, the most populous county in the Action Inc. service area, 38% of the population has incomes at 200% or less of the federal poverty line. Fifty-two percent (52%) of children are eligible for free or reduced lunches. Further, the child poverty rate is at 25.5% in the county, up more than three points over 2016. This means that over 1,700 children are so materially poor that normal health and development are at risk. That is why continuing nutrition throughout the summer months when school meals are not available is an important need in the community. The need for a summer meal service was identified by leaders in Powell County as well. There, 35% of the population subsists at 200% or less of the federal poverty line; 19% of children are poor; and, 48% of children are eligible for free or reduced lunches. The need for the summer meal program grew by 43% since the global pandemic began.

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<tr>
<td>Action Inc. will provide breakfast and lunch for children during the summer months at 11 targeted locations in the cities of Butte and Deer Lodge of meals served from 12,000 to 14,000 and increase the number of children getting food assistance from 300 to 350.</td>
<td>The physical development of children is improved as a result of adequate nutrition</td>
<td>SRV 7j</td>
<td>CDS/HMIS</td>
</tr>
<tr>
<td></td>
<td>1000 children will have meals each summer</td>
<td>SRV 7j</td>
<td>CDS/HMIS</td>
</tr>
<tr>
<td></td>
<td>50,000 meals will be served each summer</td>
<td>SRV 7j</td>
<td>CDS/HMIS</td>
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</table>

### NEED FOR GENERAL FOOD ASSISTANCE:

Over 11,400 people in the Action Inc. Service area, which covers Beaverhead, Deer Lodge, Granite, Madison, Powell and Silver Bow Counties, live below the federal poverty line. This means that they are so materially poor that they cannot afford even basic necessities like food, housing and heat. Demand at local food banks has increased throughout the region. In order to ensure all people have adequate food in this high demand time, funding must continue to be sought and appropriated for food assistance.

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</table>

Action Inc. 2022-2023 CSBG Work Plan
Action Inc. will provide food to low-income families in Silver Bow County during the December holiday season. 500 food baskets or food cards will be provided to low-income households.

| NEED FOR EMERGENCY ASSISTANCE: Over 11,400 people in the Action Inc. Service area, which covers Beaverhead, Deer Lodge, Granite, Madison, Powell and Silver Bow Counties, live below the federal poverty line. This means that they are so materially poor that they cannot afford even basic necessities like food, housing, heat and transportation. Over 4,300 people received energy assistance, which is less than half of poor people in the service area. Over 230 households in this rural area are on the waiting list for rental assistance. Many low-income people do not own cars and the public transportation system is very limited in the region. In order to help fill these emergency needs during a high demand time, funding must continue to be sought and appropriated for emergency needs. |
| DATA SOURCE |
| CDS |

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<tbody>
<tr>
<td>Action Inc. will provide emergency assistance to needy people for such things as housing, utility, food, transportation, clothing and other pressing needs. Based on limited funds, the agency projects it can serve about 10 households per year.</td>
<td>Emergency needs will be met for 10 of 10 households who have inadequate resources—100%.</td>
<td>Low-income individuals or families receive emergency assistance</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>REFERENCE NUMBER</th>
<th>MEASUREMENT</th>
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<tr>
<td>SRV7 a-d</td>
<td>CDS</td>
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Action Inc. 2022-2023 CSBG Work Plan
### Initiatives to Address Poverty

<table>
<thead>
<tr>
<th>Identified Activities That Support Accomplishment of the Goal</th>
<th>Projected Impact</th>
<th>National Performance Indicator</th>
<th>Data Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Action Inc. will make Section 8 housing choice vouchers available to low-income families and individuals, elderly and disabled households throughout District XI; the vouchers will make rent more affordable by basing the tenant rent amount on adjusted monthly income. The agency has the projected capacity to serve about 308 households per year with Housing Choice Vouchers, VASH Vouchers, and MOD Rehab Vouchers.</td>
<td>308 households per year will receive rental assistance</td>
<td>FNPI 4 b,c,d</td>
<td>Participants obtain and/or maintain safe and affordable housing</td>
</tr>
<tr>
<td>Action Inc. will inspect all rental units to ensure they meet safety and decency standards.</td>
<td>308 of 308 households per year will receive rental assistance--100%</td>
<td>SRV 4c</td>
<td>Participants obtain and/or maintain safe and affordable housing</td>
</tr>
<tr>
<td>Action Inc. will make 24 units of decent and affordable housing available to low-income families, elderly and disabled people in Madison and Powell Counties.</td>
<td>12 of 12 low-income families per year in Madison County and Powell Counties will have safe, affordable housing--100%</td>
<td>FNPI 4 b,c,d</td>
<td>Participants obtain and/or maintain safe and affordable housing</td>
</tr>
<tr>
<td></td>
<td>12 of 12 low-income elderly people per year will have safe, affordable housing in Deer Lodge County--100%</td>
<td>FNPI 4 b,c,d</td>
<td>Participants obtain and/or maintain safe and affordable housing</td>
</tr>
</tbody>
</table>

### Initiatives for Senior Citizens

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<tbody>
<tr>
<td>Action Inc. will make affordable housing available to very low-income senior citizens. The safe, affordable housing will encourage health and well-being among the aging population. The agency has 60 units of affordable, supportive housing for seniors and projects it will serve at least 60 people per year.</td>
<td>69 low and very low-income senior citizens per year will have safe, affordable housing</td>
<td>FNPI 4 b,c,d</td>
<td>Senior citizens maintain an independent living situation</td>
</tr>
<tr>
<td></td>
<td>69 of 69 seniors per year will maintain an independent lifestyle in their own apartment --100%</td>
<td>FNPI 4 b,c,d</td>
<td>Senior citizens maintain an independent living situation</td>
</tr>
<tr>
<td></td>
<td>60 of 60 households will receive referrals to support services--10%</td>
<td>SRV 7c</td>
<td>Low-income seniors are stabilized through referrals that support long-term stabilization and independence</td>
</tr>
</tbody>
</table>

**Need for Permanent, Affordable Housing:** 37% of people in the Action Inc. service area subsist on low incomes (at 200% or less of the federal poverty line). Forty-eight percent (48%) of the region’s renters are experiencing a housing cost burden, which means they are paying more than 30% of their income toward rent. This is up from up from one-third of renters in 2000. Further, many low-income people are forced by the market into substandard housing in the region. In Silver Bow County, the population center, more than half of the poor in the county live in Census Tract One where half of housing units are in substandard condition. In the frontier counties of Southwest Montana, there are very few affordable housing options. For example, in Madison County, there are only 12 designated affordable rental units for families and individuals and 12 for senior citizens. In Granite County, there are no designated affordable units. In Butte-Silver Bow County, 534 households are on the associated waiting list for Housing Choice Vouchers. There is a need for safe, decent and affordable housing to low-income people in the region.

**Need for Housing for Senior Citizens:** There are an estimated 13,400 senior citizens in the region; they comprise 15% of the Action Inc. service-area population. The number of seniors is expected to grow dramatically by 2030 in association with the elevated birth rate during the two decades after World War II (the "baby boom"). Seniors are expected to account for an approximate 25% of the regional population by 2030 an increase of approximately 6,000 seniors. An estimated 31% have low-annual incomes. As the senior population grows, so does the need for senior services. Low-income seniors will continue to constitute a large percentage of the aging population. For many seniors who are unable to be entirely independent, there is a need for intermediate housing that provides supports.

Action Inc. 2022-2023 CSBG Work Plan
### NEED TO PROVIDE ASSISTANCE WITH HOME HEATING AND ENERGY EFFICIENCY

The high cost of heating homes is exacerbating the housing affordability problem across Montana. While we know that over 48% of renters in the Action Inc. service area are experiencing housing cost burdens, increasing heating costs are likely driving that percentage higher and creating even more severe cost burdens for lower-income households. Heat assistance was indicated in a 2019 survey of low-income people as the number one need for assistance. Meeting this need is essential in this time of high heating costs, high rate of people with a housing cost burden and in cold climate area.

<table>
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<td>Identified activities that support accomplishment of the goal</td>
<td>Target number to achieve a specified outcome</td>
<td>Reference number</td>
<td>Description</td>
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Action Inc. 2022-2023 CSBG Work Plan
Action Inc. will make assistance with monthly heat bills available to low-income households throughout the region who are without resources to maintain heat through cold months of the year. The agency projects it will serve about 2,000 households per year based on historical trends and funding projections.

Housing cost burdens will be reduced for lower-income households, thereby allowing people to maintain their housing and remain warm during the cold months.

2,000 of 2,300 households per year will receive assistance with paying heating bills—87%

2,000 of 2,300 households receive client education materials about how to conserve energy and keep the home warm—87%

300 of 315 low-income households will receive emergency heat payment assistance low-income people and, therefore, remain in their homes, and, thereby helping to stabilize their lives—96%

165 of 2,000 homes (households eligible for LEAP) will be weatherized, thereby reducing energy consumption and making housing more affordable—99%

200 of 210 households will have an energy audit completed on their homes—95%

200 of 200 homes will be made safer through emergency repairs/replacements and safety measures—44%

FNPI 4h Low-income people receive non-emergency assistance with energy assistance

SRV 4i Low-income people receive emergency assistance with fuel or utility payments

FNPI 4g Safe, affordable housing units are preserved or improved for low-income people

FNPI 4h Safe, affordable housing units are preserved or improved for low-income people

GOAL THREE: COLLABORATION AND SYSTEM BUILDING

GOAL STATEMENT: Work in meaningful collaborations with citizens, agencies and funders to develop system-level solutions to poverty

OBJECTIVES:
1. Work with other human service agencies to ensure the needs of poor and low-income people are met through referrals and collaboration
2. Develop strong working relationships with public officials in counties throughout the region
3. Work with communities throughout the region to disseminate information to low-income people about available help and services
4. Work with stakeholders in the service area to build and strengthen integrated services to address poverty and homelessness

NEED FRAMEWORK: Community Action Agencies are operating in an environment that has, not unlike other service areas, become highly fragmented and compartmentalized. In this environment, funding models are partly the structure of the fragmentation as they most often target one community problem without regard for how the problem connects to a more global, community-wide issue. CSBG funding is an exception in this environment. It provides the opportunity for Community Action to have a broader and more global approach. This is extremely important to communities as they work to address poverty and change environments that perpetuate it. The goal to end poverty for as many people as possible cannot be achieved without recognizing that education, health, economic development and social supports are essential parts of the solution. Local governments are also essential collaborators in this effort. Action Inc. has over 200 partners. It seeks to create deeper collaborations into the future that will have a truly powerful impact on poverty. The collaboration will contribute to system integration that leads to more equity in communities.

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Action Inc. 2022-2023 CSBG Work Plan
| Action Inc. will conduct at least one meeting per year with public officials in the region to raise their awareness about poverty issues and Community Action Initiatives and engage them in solutions. | Strong, collaborative relationships will be cultivated with local governments in the region in support of poverty initiatives | Mod 2 b 5a-l | Community Action actively works to expand resources and opportunities in order to achieve family and community outcomes | Internal Records |

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*Action Inc. 2022-2023 CSBG Work Plan*
| Action Inc. will continue to work collaboratively with funders, non-profits, government entities and citizen groups in support of poverty initiatives. Through case management, Action Inc. will work collaboratively with agencies on referrals and tracking of progress of housing and youth participants. Through a collaboration with the Madison County local government, Action Inc. will provide an outreach worker in Madison County to refer poor and low-income people to necessary services; Madison County currently has no Office of Public Assistance or central location that connects needy people to services. Through collaborations in all 5 frontier counties, develop outreach approaches that effectively engage low-income people with Action Inc. services and develop a related outreach plan. Through a collaboration with the Southwest Montana Continuum of Care Coalition, Action Inc. will continue to develop a strong coordinated system of services for the homeless in the service area. Action Inc. as the lead agency for Coordinated Entry, will develop and implement procedures for targeting and prioritizing assistance to people who are imminently homeless in support of homeless prevention. Action Inc. as the lead agency for Coordinated Entry, will develop and implement procedures for targeting and prioritizing assistance to homeless youth. Through a partnership with St. James Healthcare, Southwest Montana Community Health Center, and the Montana Healthcare Association, Action Inc. will engage in a planning process to address frequent utilizers of service systems in Butte. The “FUSE” Initiative will quantify the number of frequent utilizers and help create a system to permanently house and serve them around the clock. Action Inc. will continue to provide leadership of the Coordinated Entry System with 1 of 180. streamlining the process for case conferencing and ensuring the homeless are permanently housed. Up to 160 partnerships will be cultivated or maintained. 1 plan will be developed and deployed 12 of 12 stakeholders will participate in weekly Coordinated Entry meetings to conduct case conferencing, prioritization, and housing/service plans for literally homeless people. 5 of 5 new partners that specifically serve youth will be added to the Coordinated Entry Team. | Up to 160 partnerships will be cultivated or maintained. 80 homeless families and individuals and 25 youth will be referred to other agencies and service providers in support of their path to economic self-sufficiency. 15 of 15 poor or low-income people will be referred to services through the outreach program - 100%. 75 of 75 low-income people will be engaged through outreach efforts. 20 of 20 stakeholders will maintain membership in the Continuum of Care Coalition. 12 of 12 stakeholders will participate in weekly Coordinated Entry meetings to conduct case conferencing, prioritization, and housing/service plans for literally homeless and imminently homeless people. 6 partnerships will be formed to address frequent utilizers of systems. | Mod 2 b 5a-ii SRV 7c SRV 7c Mod 3 Mod 2 b3.a Mod 3 Mod 3 Mod 3 Mod 3 | Community Action actively works to expand resources and opportunities in order to achieve family and community outcomes. Low-income individuals or families are stabilized through referrals that support long-term stabilization of homeless families and individuals. Low-income individuals or families are stabilized through referrals that support long-term stabilization of homeless families and individuals. Community Action actively works to expand resources and opportunities in order to achieve family and community outcomes. Community Action actively works to expand resources and opportunities in order to achieve family and community outcomes. Community Action actively works to expand resources and opportunities in order to achieve family and community outcomes. Community Action actively works to expand resources and opportunities in order to achieve family and community outcomes. Community Action actively works to expand resources and opportunities in order to achieve family and community outcomes. Community Action actively works to expand resources and opportunities in order to achieve family and community outcomes. | CDS CDS Internal Records Internal Records Internal Records Internal Records Internal Records Internal Records Internal Records Internal Records |
GOAL FOUR: STRENGTHENING CAPACITY

**GOAL STATEMENT:** Build the Community Action Agency's capacity to be effective in developing poverty solutions and deliver effective basic services

**OBJECTIVES:**
1. Ensure a broad resource base that allows for the development of solutions and the provision of basic services to poor and low-income people
2. Cultivate a highly qualified staff who are effective in delivering services and achieving objectives
3. Build public awareness about poverty as well as the mission of the Community Action Agency, its programs, services and initiatives
4. Build systems that give low-income people more and improved access to services

**NEED FRAMEWORK:** The ability to be effective in ending poverty for as many people as possible and ensuring poor and low-income people have access to basic necessities of life, is dependent upon four important factors. They are: public awareness of the mission and the work of Community Action; a well-trained staff; efficient internal systems; and, adequate resources. The agency has a set of objectives over the next two years aimed at strengthening the agency's capacity to be effective, particularly in a shrinking resource environment.

<table>
<thead>
<tr>
<th>INITIATIVES TO ADDRESS POVERTY</th>
<th>PROJECTED IMPACT</th>
<th>NATIONAL PERFORMANCE INDICATOR</th>
<th>DATA SOURCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identified activities that support accomplishment of the goal</td>
<td>Target number to achieve a specified outcome</td>
<td>Agency capacity to achieve family and community outcomes is increased</td>
<td>Measurement</td>
</tr>
<tr>
<td>Action Inc. will conduct regular community needs assessment in order to ensure the agency understands needs related to poor and low-income people and thereby appropriately aligning systems and services.</td>
<td>Needs assessments will be conducted every 3 years and updated every 2 years.</td>
<td>Agency capacity to achieve family and community outcomes is increased</td>
<td>Internal Records</td>
</tr>
<tr>
<td>Action Inc. will review financial policies and procedures regularly in order to maintain strong financial policies, procedures and practices that allow for proper and effective management of grants and other funds</td>
<td>Policies are reviewed and adjusted as needed once per year</td>
<td>Agency capacity to achieve family and community outcomes is increased</td>
<td>Internal Records</td>
</tr>
<tr>
<td>Action Inc. will undergo an annual independent audit in order to ensure financial stability and responsible use of public funds</td>
<td>1 annual audit will be completed each year</td>
<td>Agency capacity to achieve family and community outcomes is increased</td>
<td>Internal Records</td>
</tr>
<tr>
<td>Action Inc. will monitor operational systems to ensure internal systems are operating effectively, efficiently and are reflective of the mission, core values and quality standards as set forth by the Board of Directors.</td>
<td>Systems will be in place that are repeatable and that deliver desired outcomes will be documented and implemented</td>
<td>Agency capacity to achieve family and community outcomes is increased</td>
<td>Internal Records</td>
</tr>
<tr>
<td>Action Inc. will conduct at least 2 internal staff trainings per year</td>
<td>100 of 100 staff become more effective in working with people in poverty-100%</td>
<td>Agency capacity to achieve family and community outcomes is increased</td>
<td>Internal Records</td>
</tr>
<tr>
<td>Action Inc. will have one staff member complete Certified ROMA Implementer training</td>
<td>1 of 100 staff member will be a Certified ROMA trainer-1%</td>
<td>Agency capacity to achieve family and community outcomes is increased</td>
<td>Internal Records</td>
</tr>
<tr>
<td>All Action Inc. staff will complete training that deepens skills and ability to be effective in their roles.</td>
<td>100 of 100 staff will complete training appropriate to their positions--100%</td>
<td>Agency capacity to achieve family and community outcomes is increased</td>
<td>Internal Records</td>
</tr>
<tr>
<td>Action Inc. Board members will undergo governance training.</td>
<td>18 of 18 board members will complete governance training--100%</td>
<td>Agency capacity to achieve family and community outcomes is increased</td>
<td>Internal Records</td>
</tr>
</tbody>
</table>

Action Inc. 2022-2023 CSBG Work Plan
| Action Inc. | In collaboration with the Madison County local government, Action Inc. will maintain an outreach worker in Madison County, which has no Office of Public Assistance, in order to engage poor and low-income people with services. | 1 service navigator will be on staff in Madison County for outreach to people in that county who otherwise have no access to services; funding will be obtained from Madison County to provide emergency support to people in need. | 1 website will be maintained; links to local government and partner websites in the service area to improve consumer access. Social media approaches will be developed and implemented. | Mod 3 | Agency capacity to achieve family and community outcomes is increased | Internal Records |
| Action Inc. | 1 website will be maintained; links to local government and partner websites in the service area to improve consumer access. Social media approaches will be developed and implemented. | Mod 3 | Agency capacity to achieve family and community outcomes is increased | Internal Records | 20 |
| Action Inc. | 1 website will be maintained; links to local government and partner websites in the service area to improve consumer access. Social media approaches will be developed and implemented. | Mod 3 | Agency capacity to achieve family and community outcomes is increased | Internal Records | 20 |
| Action Inc. will identify innovative approaches to creating pathways to self-sufficiency for at-risk youth. | 1 of 1 regional youth collaborative will be created to work on community goals--100% | Mod 3 | Agency capacity to achieve family and community outcomes is increased |
| | 1 of 1 resource list for youth services will be created and managed through the collaborative created--100% | | Internal Records |
| | 1 of 1 action plan that includes specific approaches to providing effective youth programming will be completed--100% | | Internal Records |
| | 1 of 1 grant source will be pursued to fund approaches identified in the plan--100% | | Internal Records |
| Action Inc. will explore concepts for expanding its unrestricted funding base including the concept of developing a business enterprise that helps to support the non-profit and its mission. | A for-profit Weatherization business will continue to be developed to support the non-profit mission | Mod 3 | Agency capacity to achieve family and community outcomes is increased |
| | New unrestricted funds will be generated to support the non-profit mission | | Internal Records |

Action Inc. 2022-2023 CSBG Work Plan
Statement of Assurances

As a condition of receiving Community Services Block Grant (CSBG) funds, the undersigned agrees that it will submit (S) as part of the 2020-2021 CSBG application, or assure (A) that it will do the following:

1. A description (up to 500 words) of linkages and coordination at the local level to create or maintain to ensure increased access to CSBG services to low-income people and communities and avoid duplication of services. (S)
2. A description (up to 500 words) of the service delivery system, for services provided or coordinated with CSBG funds, targeted to low-income individuals and families in communities in its district. (S)
3. A description (up to 500 words) of how linkages will be developed to fill identified gaps in services, through the provision of information, referrals, case management and follow-up consultations. (S)
4. A description (up to 500 words) of how your agency will coordinate funds with other public and private resources. (S)
5. A description (up to 500 words) of how CSBG funds will support innovative community-based initiatives related to the purposes of CSBG, which may include fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging effective parenting. (S)
6. Provide, on an emergency basis, for the provision of such supplies and services, nutritious foods, and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals. (A)
7. Will work with the state office to coordinate and establish linkages between governmental and other social services programs to assure the effective delivery of such services to avoid duplication of such services and a description of how the state and the HRDC will coordinate the provision of employment and training activities of CSBG with entities providing similar activities through the Workforce Investment Act. (A)
8. Will work with the state to the maximum extent feasible to coordinate programs with and form partnerships with other organizations serving low-income residents of the communities and members of the groups served by the state, including religious organizations, charitable groups and community organizations. (A)
9. Will establish procedures under which a low-income individual, community organization, or representatives of low-income individuals that considers its organization or low-income individual to be inadequately represented on the HRDC board to petition for adequate representation. (A)
10. Will submit a Community Action Plan that includes a needs assessment, which may be coordinated with community needs assessments conducted for other programs. (S)
11. Will cooperate in the implementation of the Results Oriented Management and Accountability System (ROMA). (A)
12. Will inform custodial parents in single-parent homes who participate in CSBG-funded programs about the availability of child support services and refer them to child support offices. (A)

Submitted by: Margie Seccomb
Agency: Action Inc.
Date: November 6, 2021
Assurance #1

Description (up to 500 words) of linkages and coordination at the local level to create or maintain to ensure increased access to CSBG services to low-income people and communities and avoid duplication of services.

Collaboration is one of three core values under which Action Inc. approaches its work, the other two being “compassion” and “accountability.” With every undertaking, the agency collaborates with stakeholders such as local governments, low-income groups, the Housing Authority, Hospitals, mental health providers, law enforcement, funders, and other human service providers. In total, the agency has 241 partnerships with 188 distinct organizations (refer to Attachment 1). It is part of the Agency’s ethic and there is a high level of commitment to it. For example, Action Inc. took a leadership role to build the local Continuum of Care, which now meets monthly and is regularly attended by over 30 members from 25 agencies. Action Inc. is the lead agency for Coordinated Entry, facilitating weekly meetings with eight other agencies and managing the “by-name” list. The agency is also currently working to build a coalition to address services for youth. Representatives of Action regularly attend Community Management Team meetings related to workforce programs, the Community Action Team related to suicide prevention, Care Giver meetings throughout the service area, the Zero to Five Coalition, and is a lead partner with St. James Healthcare on a FUSE (Frequent Utilizers System Engagement) initiative. This assurance relates to Goal 3 of Action Inc.’s official CSBG Work Plan.

Assurance #2

Description (up to 500 words) of the service delivery system, for services provided or coordinated with CSBG funds, targeted to low-income individuals and families in communities in its district.

Overview

Action Inc. provides a variety of services that help poor and low income citizens. Some services delivered by the agency call for a simple means test to determine eligibility and processing of applications to initiate an assistance payment. Examples of services for which this simple service delivery approach is used include Low Income Energy Assistance, Housing Choice Vouchers, and Energy Share.

With services provided by the agency that are geared toward empowerment, there is a much more involved process. Empowerment services are designed to cultivate abilities that lead to economic upward mobility and include early childhood education, employment and training for young adults, homeownership opportunities, and changing neighborhood environments. Empowerment services are laid out in the Action Inc. 2022-2023 Work Plan under Goal One. These services call for a more intensive delivery approach.

Delivery System

Action Inc. has a four-pronged approach to service delivery. First, every person or household that receives assistance undergoes an eligibility assessment based on information provided by completing an application and presenting third-party verifications. The agency has a central eligibility system for payment assistance programs like Low Income Energy Assistance and Housing Choice Vouchers to create more streamlined access for clients. This system also enables a more integrated approach to service delivery as the eligibility worker is assessing eligibility for multiple programs. For applicants only needing a payment assistance service, once they are approved, the process ends.

For people or households enrolling in empowerment services, a more in-depth assessment is completed. The need assessment varies per program. For example, when enrolling in a homeless service, the Montana
Coordinated Entry Assessment is used to yield a vulnerability score to help the community’s Coordinated Entry Team determine priorities for assistance. Participants enrolling in youth employment and training services are assessed through a questionnaire, by completing a TABE, and through career exploration by utilizing the Montana Career Information System. Once needs assessments are complete and individual needs are identified, participants are referred to either internal or external services as needed. Head Start children and families have home visits where trained staff assess the needs of the whole family and build plans around information gathered. In the empowerment programs, participants work with case managers to develop goals and, based on the goals, case managers link participants with community-based services that support a path to economic self-reliance. Case Managers meet anywhere from weekly to every three months with participants to provide follow-up. Finally, Action Inc. tracks outcomes for all people participating in their initiatives in order to measure the actual impact.

A central component of the delivery system is “service integration”. This means that an entire community team of professionals case conference around all homeless clients, both youth and adults to ensure service providers have shared goals that are based on client choice and are wrapped around each person and family to support success.

Assurance #3

Description (up to 500 words) of how linkages will be developed to fill identified gaps in services, through the provision of information, referrals, case management and follow-up consultations.

The first step in creating linkages and partnerships is having a commitment to it through a realization that the community is stronger and more effective when acting together. Action Inc. is committed to working collaboratively to achieve its goals, which is why “collaboration” in one of the agency’s core values. Because the needs of poor people are complex and varied and because community level change requires a shared vision among the broader community, collaboration among stakeholders is essential to our ability to meaningfully impact poverty. It is with this understanding that Action Inc. has an established goal of “working in meaningful collaborations with citizens, agencies, local governments, businesses and funders to develop and implement solutions to poverty”. (Refer to Goal Three of the Work Plan). Over its 56 years of fighting poverty, the agency has developed many collaborative relationships that strengthen the system for delivering outcomes for people in need. Action Inc. currently works collaboratively with 241 partners.

Collaboration occurs on two levels. First, the agency collaborates on the client level to link them with services. Through case management, clients are linked with services Action Inc. does not offer. Through three of its empowerment approaches—rapid rehousing, early childhood education and youth initiatives—case managers and other enrichment staff work intensively with participants to understand their needs and ensure they are connected to services that together become a roadmap to economic self-reliance. Case managers work collaboratively with other service providers under shared client-level goals to ensure outcomes are met. Case Managers regularly use official ‘release of information’ forms to allow the sharing of information between services. Case Managers follow up with participants for up to one year and anywhere from weekly to every three months, depending on the needs of the participants and the program requirements.

Secondly, Action Inc. collaborates with local governments, community groups and other agencies on broad initiatives. The agency has worked extensively with citizens in the highest poverty neighborhood in the service area to develop a safer, more livable neighborhood. The agency is a key member of the local Continuum of Care Coalition to ensure the needs of the homeless are being met, Community Management Teams in the service area, the Community Action Team working on suicide prevention in Silver Bow County and various other collaboratives (refer to Attachment 1 for list of partnerships). Through its neighborhood center, Action Inc. collaborates with the federally qualified Community Health Center to offer a Healthcare for the Homeless clinic,
works with a newly formed non-profit (Heart of Butte) to address hunger and homelessness in Silver Bow County as well as a newly formed non-profit to create a furniture bank to assist the homeless become permanently housed. Through its regular needs assessment process, Action Inc. involves citizens and leaders throughout the service area in identifying needs and solutions to poverty.

Through goals, objectives and action items established in the 2022-2023 Work Plan, Action Inc. will continue to strengthen its internal capacity to deliver services and cultivate strong linkages that are essential to effective poverty strategies.

Assurance #4

Description (up to 500 words) of how your agency will coordinate funds with other public and private resources.

Action Inc. regularly coordinates other public and private funders in order to maximize resources in the provision of services and will continue that ethic through this two-year funding cycle. For every CSBG dollar received, the agency receives $27.78 in other funds. The agency expects that current grants will remain stable and will strive to increase non-CSBG funds to meet the needs of poor and low-income people in the service area. The coordination of funds takes place across departments. For example, CSBG is used to help address the needs of homeless families and individuals while also putting to use Emergency Solutions Grant funding, Continuum of Care funding and local government funding to ensure families and individuals are housed. Such funding coordination occurs within the Weatherization Department, Youth Services Department and at Head Start.

The agency also coordinates with private funders on a regular basis to maximize resources. Action Inc. receives funding from the Dennis and Phyllis Washington Foundation annually and has partnered with the Town Pump Charitable Foundation, the Washington Foundation, the Sisters of Charity, Northwestern Energy, the Gilman Foundation, Butte Affordable Housing and hundreds of private citizens to provide homeless services over the last two years. Additionally, Action Inc. partnered with St. James Healthcare to fund an initiative to address frequent utilizers of local systems (Frequent Utilizer System Engagement-FUSE). Phase two of the project is complete and the project is currently moving into phase 3.

Assurance #5

Description of how CSBG funds will support innovative community-based initiatives related to the purposes of CSBG which are designed to strengthen families and improve parenting skills.

Through its empowerment goal, Action Inc. will continue to play a crucial role in supporting community-based initiatives that impact families. The agency will provide important services that help families stay together and improve the conditions in which they live. Through a family-centered early childhood education initiative (Head Start), 186 families per year will be strengthened. The initiative focuses not just on the child, but on the entire family and, as a result, the entire family is strengthened. Family participants engage in parenting classes and receive education on other pertinent family issues like nutrition and mental health.

CSBG will be used directly to support youth initiatives. Economically disadvantaged and at-risk teens will receive case management services, life skills, education and work experience to help ensure they graduate from high school and prepare them for the work environment. CSBG will directly support case management services, most intensively targeted toward the homeless population, working to ensure families and individuals secure permanent housing, get linked to stabilization services and maintain housing over the long-term.

The Emma Park neighborhood, a high-poverty and severely blighted neighborhood in Butte has greatly improved due to the neighborhood work done over the last several years. Not only has the physical environment
transformed through housing and infrastructure improvements, but the social environment has also transformed. As a result of the initiative new sidewalks have been installed through a partnership with the local government. Fifteen new housing units were constructed by a private developer with potential for more development. Action Inc. completed construction of a neighborhood center in 2014 through which support services are being provided to help stabilize families. A neighborhood food garden was also developed potential for expansion. A neighborhood task force is now established and Action Inc. will continue to support the efforts of this group to improve their neighborhood.

CSBG will also support an outreach program to reach poor and low-income families and individuals in Madison County, a frontier county, where no Office of Public Assistance exists and no central service linkage exists. Currently, poor and low-income people in this county have inhibited access to services as a result. Similarly, Action Inc. will support an initiative in Dillon to create access to services after state budget cuts left the community without an Office of Public Assistance, a Job Service, and Mental health services.

Finally, CSBG will support the development and maintenance of linkages in order to build systems to fight poverty.

Assurance #10

Will submit a Community Action Plan that includes a needs assessment, which may be coordinated with community needs assessments conducted for other programs.
Action Inc. submits a Community Action Plan every two years and will continue to do so. The agency conducts a comprehensive assessment of needs in its six-county service area every three years, updating information every three years. In 2019, a needs assessment was completed that included a thorough analysis of data related to poverty and low-income issues in the service area, focus group meetings throughout the service area and a mail survey of low-income people. The needs assessment information informs triennial strategic planning and subsequent development of the Plan.

Methodology
Action Inc. engages in triennial strategic planning to ensure it remains responsive to needs of poor and low-income people in Southwestern Montana. The process occurs in three stages that connect strategic planning with the federally-required biennial “Work Plan” and utilizes performance measurement techniques to assess how well the agency is meeting its goals and established outcomes. Performance outcomes are used to complete federal reports and are assessed for purposes of strategic planning.

The first step in the process is ‘needs assessment’. The agency relies on client input, community input, and socioeconomic analysis to determine needs. Client input comes through a mail survey. Community input is garnered through a series of focus groups attended by public officials, human service providers and citizens in each of six counties. During the needs assessment stage, the agency also reviews its performance on established outcomes and analyzes its financial capacity to undertake new initiatives. The needs assessment is presented in a report to the Board of Directors as part of strategic planning.

The second step in the strategic planning process is goal setting and work plan development, which is sanctioned by the Board of Directors and driven by the needs assessment. Based upon the strategic plan, a specific work plan is developed which is submitted as an official federal document to the Montana State Department of Public Health and Human Services.

Finally, the agency’s performance is measured annually and presented in the Community Services Block Grant Information Survey as well as a progress report on the official work plan. Performance measurement is based
upon "Results Oriented Management and Accountability" (ROMA) that requires the agency to measure its performance through use of a prescribed set of goals and indicators. (Refer to flow chart below for illustration of the planning process.)
## 2020 – ACTION INC. List of Partnerships by Category

<table>
<thead>
<tr>
<th>Non-Profits</th>
<th>Faith-based</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. A.W.A.R.E, inc. (Center for Excellence, Early Head Start)</td>
<td>1. Aldersgate Methodist Church</td>
</tr>
<tr>
<td>2. Anaconda Family Resource Center</td>
<td>2. Anglican Church (Butte)</td>
</tr>
<tr>
<td>3. Anaconda Job Corps</td>
<td>3. Assembly of God Church</td>
</tr>
<tr>
<td>4. Anaconda Local Development Corporation</td>
<td>4. Butte Central Catholic School</td>
</tr>
<tr>
<td>5. Anaconda Senior Citizens – Metcalf Center</td>
<td>5. Butte Ministerial Association</td>
</tr>
<tr>
<td>6. Area V Agency on Aging</td>
<td>6. Church of Jesus Christ of LatterDay Saints</td>
</tr>
<tr>
<td>7. Belmont Senior Center</td>
<td>7. Deer Lodge Ministerial Association</td>
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<tr>
<td>8. Big Brothers, Big Sisters of Butte</td>
<td>8. First Baptist Church (Butte)</td>
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<tr>
<td>9. Butte 4-C’s</td>
<td>9. First Presbyterian Church (Butte)</td>
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<tr>
<td>10. Butte Affordable Housing</td>
<td>10. Gloria Dei Lutheran Church (Butte)</td>
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<tr>
<td>11. Butte Cares</td>
<td>11. Gold Hill Lutheran Church (Butte)</td>
</tr>
<tr>
<td>13. Butte Community Foundation</td>
<td>13. Immaculate Conception Church (Butte)</td>
</tr>
<tr>
<td>15. Butte Family YMCA</td>
<td>15. Park Street Baptist Church (Butte)</td>
</tr>
<tr>
<td>17. Butte Literacy Program</td>
<td>17. St. John’s Catholic Church (Butte)</td>
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<tr>
<td>19. CCCS –Community Counseling and Correctional Services Inc</td>
<td>19. St. Patrick’s Catholic Church (Butte)</td>
</tr>
<tr>
<td>20. Career Futures</td>
<td>20. Trinity Higher Up Church (Butte)</td>
</tr>
<tr>
<td>21. Copper City Lions Club</td>
<td>21. United Congregational Church (Butte)</td>
</tr>
<tr>
<td>22. Deer Lodge Food Pantry</td>
<td>23. Dennis and Phyllis Washington Foundation</td>
</tr>
<tr>
<td>23. Dillon Community Food Pantry</td>
<td>24. Dillon/Beaverhead County Senior Citizens</td>
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<tr>
<td>25. Drummond Senior Center</td>
<td>26. Family Outreach</td>
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<tr>
<td>26. Energy Share of Montana</td>
<td>27. Foster Grandparent Program</td>
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<tr>
<td>27. Family Outreach</td>
<td>28. Gilman Foundation</td>
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<tr>
<td>29. Gilman Foundation</td>
<td>30. Headwaters Foundation</td>
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<tr>
<td>30. Healthy Young Parents Programs</td>
<td>31. Healthy Young Parents Programs</td>
</tr>
<tr>
<td>31. Helena Industries</td>
<td>32. Headwaters Foundation</td>
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<tr>
<td>32. HRDC IX – Bozeman (Chafee Foster Care)</td>
<td>33. Healthy Young Parents Programs</td>
</tr>
<tr>
<td>33. HRDC IX – Bozeman (Chafee Foster Care)</td>
<td>34. Healthy Young Parents Programs</td>
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<tr>
<td>34. MIII–Montana Independent Living Project</td>
<td>35. Healthy Young Parents Programs</td>
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<tr>
<td>35. Neighbor Works, Montana</td>
<td>36. Healthy Young Parents Programs</td>
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<tr>
<td>36. New Hope</td>
<td>37. Healthy Young Parents Programs</td>
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<tr>
<td>37. North American Indian Alliance</td>
<td>38. Healthy Young Parents Programs</td>
</tr>
<tr>
<td>38. Opportunities, Inc.</td>
<td>39. Powell County Literacy Program</td>
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<tr>
<td>39. Powell County Literacy Program</td>
<td>40. Powell County Senior Center</td>
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<tr>
<td>40. Powell County Senior Center</td>
<td>41. Project Care (Anaconda Food Bank)</td>
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<td>41. Project Care (Anaconda Food Bank)</td>
<td>42. Project Care (Anaconda Food Bank)</td>
</tr>
</tbody>
</table>

## Local Government
1. Anaconda–Deer Lodge County
2. Anaconda–Deer Lodge CYM Sports Complex
3. Anaconda–Deer Lodge Public Housing Authority
4. Beaverhead County
5. Beaverhead County Local Advisory Council (LAC)
6. Beaverhead County Sheriff’s Department
7. Butte–Silver Bow ADA Advisory Board
8. Butte–Silver Bow Animal Shelter
9. Butte–Silver Bow Community Development Department
10. Butte–Silver Bow Developmental Disabilities Council
11. Butte–Silver Bow Fire Department
12. Butte–Silver Bow Library
13. Butte–Silver Bow Metals Abatement Program
14. Butte–Silver Bow Parks Department
15. Butte–Silver Bow Police Department
16. Butte–Silver Bow Public Health Department
17. Butte–Silver Bow Public Housing Authority
18. Butte–Silver Bow Public Transit System
20. Butte–Silver Bow Urban Revitalization Agency
21. Butte–Silver Bow Youth Court
22. Drummond Public Library
23. Drummond Town of
24. Granite County
25. Granite County Medical Center
2020 – ACTION INC. List of Partnerships by Category

| 46. Retired Senior Volunteer Program | 26. Madison County |
| 47. Rialto Theater | 27. Powell County |
| 49. Safe Space | 29. Powell County Public Health Department |
| 50. Salvation Army | |
| 51. Senior Companion Program | (7 Organizations, 29 Partnerships) |
| 52. Silver State Post (Newspaper) | |
| 53. Student Assistance Foundation | |
| 54. Town Pump Charitable Foundation | |
| 55. Toys for Tots | |
| 56. United Way of Butte and Anaconda | |
| 57. Volunteers of America | |
| 58. Women’s Resource and Community Center (Dillon) | |
| 59. Youth Dynamics | |

**State Government**

1. Montana Department of Commerce (MDOC)
2. MDOC – Housing Division
3. Montana Department of Corrections
4. Juvenile Probation and Parole
5. Montana Department of Public Health and Human Services (DPHHS)
6. DPHHS – Adult Protective Service
7. DPHHS – Child and Family Services
8. DPI (Low Income Energy Assistance Program (LIEAP))
9. DPHHS – Montana Chemical Dependency Center
10. DPHHS – Office of Public Assistance Anaconda
11. DPHHS – Office of Public Assistance Butte
12. DPHHS – Vocational Rehabilitation Services
13. Montana Department of Labor (DOL)
14. DOL – Butte Job Service
15. Montana Department of Transportation
16. Office of Public Instruction (OPI)
17. Montana Youth Challenge

(8 Organizations, 17 Partnerships)

**Federal Government**

1. Social Security Administration (SSA)
2. U.S. Department of Agriculture–Rural Development (USDA)
5. HSS – AFC
6. HSS – Chafee
7. HSS – Foster Care
8. HSS – Independent Living
9. HSS – LIHEAP
10. U.S. Department of Housing and Urban Development (HUD)
11. U.S. Department of Labor (DOL)
12. U.S. Department of Veterans Affairs (VA)
13. U.S. Military Recruiters (DOD)

(8 Organizations, 13 Partnerships)

**For-profit Business or Corporation**

1. Advantage Physical Therapy
2. Adventure Realty LLC
3. A&M Fire Safety
4. Anaconda Leader (Newspaper)
5. Axelson Crematory
6. Beast Mowed Lawn Care Services
7. Best Western Butte Plaza Inn
8. Bonneville Power Administration
9. Brown Plumbing
10. 3 B’s Remediation
11. B Squared Turf and Pest
12. Butte Broadcasting

**Consortiums/Collaborations**

1. Best Beginnings - Anaconda
2. Building Community Partnerships
3. Butte Community Council
4. Butte Fuse Collaboration
5. Butte Head Start Policy Council
6. Butte Kids Coalition
7. Butte FUSE Committee
8. Butte Police Protective Association
9. Community Action Team
10. Community Management Team
11. Dillon Human Service Network
12. Homeless Advisory Committee
2020 – ACTION INC. List of Partnerships by Category

13. Butte Pediatric Dentistry
14. Carpet One
15. Cherry Creek Radio
16. CLR
17. Cooneys Locksmith
18. Dillon Disposal
19. Dillon Tribune (Newspaper)
20. Duggan-Dolan Mortuary Services
21. Express Personnel
22. Fed Ex
23. Geek Emporium
24. Gloss the Green Beauty Counter
25. Granite Mtn. Electric
26. High Country Concrete
27. Jade Hair Salon
28. KBOO Radio
29. Kitters Grooming
30. La Quinta Inn
31. Lee’s Office City
32. Lincoln Motel
33. Lockmer Plumbing
34. Madisonian (Newspaper)
35. McGree Trucking
36. Montana Abstract
37. Montana Club
38. Montana Resources, Inc.
39. Montana Standard (Newspaper)
40. Motel 6
41. Neilson Property Management
42. NorthWestern Energy
43. Paws After School and Summer Program
44. Philipsburg Mail (Newspaper)
45. Quality Inn
46. Republic Services
47. Sharp Reflections
48. Silver Bow Property Management
49. Silver State Post (Newspapers)
50. Smelter City Payee
51. Spectrum/Charter
52. Spherion Staffing
53. Steele’s Furniture
54. Teletch
55. TSW Management
56. Town Pump Inc.
57. Travel Lodge
58. Triple S
59. Wal-Mart
60. Warren Harris Construction
61. Wayrenen’s Funeral Home
62. WD Construction

13. Joann’s Group (Citizen Group helps “We Deliver”)
14. Job Service Employers Committee
15. National Community Action Partnership
16. Powell County Caregivers
17. Region 8 Community Action Partnership
18. Southwest Montana Community Management Team
19. Strategic Alliance to Improve Mental Health Systems
20. VSP Team (Veteran’s group)
### 2020 – ACTION INC. List of Partnerships by Category

#### Housing Consortiums/Collaborations
1. Montana Continuum of Care
2. Southwest Montana Continuum of Care Coalition
3. Southwest Montana Coordinated Entry Team

   **(2 Organizations, 3 Partnerships)**

#### Housing Districts
1. Anaconda – Copper Academy (Alternative High School)
2. Anaconda High School
3. Beaverhead County High School
4. Butte Central High School
5. Butte Central Middle School
6. Butte High School Career Center
7. Butte School District #1
8. Butte Adult Basic Education
9. Dillon Elementary School
10. Granite County School District
11. Lima Montana High School
12. Madison County School District
13. Powell County School District

   **(9 Organizations, 13 Partnerships)**

#### Institutions of Post-Secondary Education/Training
1. Butte Labor Unions
2. Montana State University (Extension, SNAP, other Departments)
3. Montana Tech
4. University of Montana-Dillon, Butte (U of M)
5. Montana Tech TRIO Program
6. Montana Tech Reach Higher MT

   **(4 Organizations, 6 Partnerships)**

#### Financial/Banking Institutions
1. First Montana Bank
2. Glacier Bank
3. Granite Mountain Bank
4. Horizon Credit Union
5. Mountain West Federal Credit Union
6. Opportunity Bank
7. Payne West Insurance
8. Southwest Montana Community Federal Credit Union

#### Health Service Institutions
1. A Plus Healthcare
2. Compassus Healthcare
3. Copper Ridge
4. Crest Nursing Home
5. Easter Seals
6. Frontier Health
7. Genesis Healthcare
8. Granite County Medical Center
9. Highlands Hospice
10. Montana Chemical Dependency Center (MCDC)
11. Montana Orthopedic
12. Rocky Mountain Clinic
13. St. James Healthcare
14. Southwest Montana Community Health Center
15. Spectrum Medical
16. Western Montana Mental Health Center

#### Statewide Associations or Collaborations
1. Montana CES Planning Committee
2. Montana Community Action Agencies’ Collaboration
3. Montana Head Start Association
4. Montana HRDC Directors Association
5. Montana Weatherization Technical Advisory Committee
My signature acknowledges that I have received and had the opportunity to review the 2022-2023 Community Services Block Grant Work Plan.

Anaconda-Deer Lodge County Representative  Date