

Montana Disaster Emergency Services (MTDES)

Notice of Funding Opportunity (NOFO)

Montana Resiliency Fund

Direct Funding

1. **Program Overview**

The purpose of the program is to reduce the risk to communities by mitigating known hazards. A critical component to the program's success is the ability to manage a state funding program, and administer state funds efficiently. This guidance focuses on the allocation of state funding for projects that are selected and partially funded with Montana Resiliency funds.

Hazard mitigation is defined as any sustained action taken to reduce or eliminate long-term risk to people and property from natural hazards and their effects. This definition distinguishes actions that have a long-term impact from those that are more closely associated with immediate preparedness, response, and recovery activities. Hazard mitigation is the only phase of emergency management specifically dedicated to breaking the cycle of damage, reconstruction, and repeated damage.

2. **Funding Availability**

Through this Notice of Funding Opportunity (NOFO), Montana Disaster Emergency Services (MTDES) will be accepting applications for funding through the Montana Resiliency Fund.

Amount of funding available : TBD

3. **Authorities and References**

Montana House Bill 424 (HB424) 2022

Hazard Mitigation Assistance Guidance and Addendum (2025)

4. **Priorities**

Projects must be aligned with the approved state and local hazard mitigation plans. Those include: to incentivize natural hazard risk reduction activities that mitigate risk to public infrastructure and vulnerable communities; enhance resilience adaptation to changing conditions; mitigate risk to one or more community lifelines; incorporate nature-based solutions; to implement projects that reduce flood risks posed to repetitively flooded properties in high risk areas; and to help address effects of changing conditions and other unmet mitigation needs. Additional State priorities include: projects with strong local commitment; projects that can be proven to meet a benefit cost ratio of 1:1. (Not applicable to non-construction applications); projects that are advanced further along in design & clear scope; projects that promote utilization of nature-based approaches and provides environmental benefits; leveraging partnerships; and community/public engagement.

5. **Applicant Eligibility**

Eligible applicants: State agencies, federally recognized Tribal organizations and local governments (including cities, towns, counties, and special district governments). For projects that benefit individual homes, business owners, and private non-profits, the local government must be the applicant on their behalf.

To be eligible for project funding, applicants (except state agencies which are covered under the Standard State Hazard Mitigation Plan) must have a locally adopted and FEMA-approved Local Hazard Mitigation Plan (in accordance with 44 Code of Federal Regulations, Part 201) by the application deadline and at the time of obligation of Montana Resilience Funds for project award.

6. **Funding Application Deadlines**

APPLICATIONS MUST BE RECEIVED BY THE STATE-ESTABLISHED DEADLINES IN ORDER TO BE CONSIDERED FOR FUNDING.

Important Dates:

Notice of Interest Submission Deadline: **Wednesday January 7, 2026 (5:00PM MDT) - REQUIRED**

Application Submission Deadline: **Friday March 6, 2026 (5:00PM MDT) - REQUIRED**

Project Selection Notification: **Friday April 10, 2026**

Montana Resiliency Fund NOFO Briefings: **Tuesday December 16, 2025, and Thursday December 18, 2025, 2:00PM (MDT)**

Interested applicants - please email the mitigation team to get added to the distribution list for the NOFO Briefings:

Sara.Hartley@mt.gov

Andrew.Long@mt.gov

John.Bleile@mt.gov

Tomas.Perez@mt.gov

7. **Cost Share**

Cost share is 75% Montana Resiliency Funding and 25% local match.

Match resources: Local funding, other grant funding, in-kind

Local match funding may include cash (including local, state, private cash payments), force account labor (staff salary and fringe), equipment, materials, volunteer or donated labor or any combination thereof.

8. **Overview of Program**

Notice of Interest (NOI)

Interested Applicants must fill out and submit a Notice of Interest (NOI). The NOI will include information on the potential project and allow determination of basic eligibility. The NOI form is available online at:

- <https://des.mt.gov/Mitigation/Mitigation-Program#>

Application Development and Submission

Applicants who have submitted a NOI will be asked to create and submit a full application. Eligible application types include Mitigation Projects (construction/implementation), Capability and Capacity-Building (C&CB), and Management Costs, with each described in more detail below. MT DES will provide technical assistance and application development guidance for applicants.

Review & Ranking

After the application deadline, the Application Review Panel, comprised of representatives and subject matter experts from state agencies, will convene to review and then rank the applications based upon the Project Evaluation Criteria (see attached).

Funding Award

Following the Montana Resiliency Fund application submission deadline, MT DES will review applications submitted by each applicant to ensure compliance with the 2025 Hazard Mitigation Assistance Program and Policy Guide (HMAPPG) Version 2.1, including eligibility of the applicant, eligibility of proposed activities and costs, completeness of the application, cost-effectiveness, engineering feasibility, and availability of the local cost share. Projects identified for selection by the state review team will then go through final program, technical, and Environmental Historic Preservation (EHP) compliance reviews if required. Upon clearance of all remaining reviews, MT DES will notify the applicant and hold a kickoff meeting. All applicants will be required to submit quarterly reports on both the performance and financial aspects of the award to MT DES.

9. Eligible Project Types

To be eligible, activities must meet all requirements referenced in the Hazard Mitigation Assistance Program and Policy Guide (HMAPPG), Version 2.1 (January 20, 2025). Table 4 on pages 42-43 of the HMAPPG summarizes eligible activities that may be funded by Montana Resiliency Funds. This table is not comprehensive, and MT DES encourages applicants to submit new and innovative activities that may not be specifically outlined below.

Eligible activities fall into three categories:

1. Mitigation projects (construction) (Part 12).
2. Capability and Capacity Building (non-construction) (Part 11):
 - a. Planning-related activities
 - b. Advanced Assistance/Project Scoping
3. Management Costs (Part 13).

Mitigation Projects:

Applicants may use the Montana Resiliency Funding for cost-effective projects designed to increase resilience and public safety; reduce injuries and loss of life; and reduce damage and destruction to property, critical services, facilities, and infrastructure. Projects are eligible if they result in a reduction to future natural hazard damage. Montana Resiliency Funds for hazard mitigation projects are not intended to be a source of funding for repair, replacement or deferred maintenance activities, but are designed to assist applicants in implementing long-term, cost-effective improvements that will reduce, minimize or eliminate risk to people and property from the effects of natural hazards. Projects that address operation, deferred or future maintenance, repairs or replacement (without a change in the level of protection provided) of existing structures, facilities, or infrastructure (e.g., dredging,

debris removal, replacement of obsolete utility systems, bridges and facility repair) are not eligible mitigation activities.

- Activities can include but are not limited to stormwater drainage and culvert improvements; floodplain and stream restoration; flood control, diversion, and storage; property acquisition; slope stabilization; infrastructure protection; wildfire mitigation; aquifer storage; seismic and wind retrofits; structure elevations; resilient infrastructure projects; and emergency generators for critical facilities. A complete list and details on eligible projects can be found below and in the 2025 FEMA Hazard Mitigation Assistance Guidance and Addendum (HMAPPG Version 2.1).
- All mitigation project applications must include a FEMA Benefit-Cost Analysis (BCA), using FEMA BCA v6.0 software to document the project's cost-effectiveness. BCA's must include the appropriate acceptable back-up documentation, including damage history (or professional expected damage analyses), rainfall calculations, detour routes, etc. Applicants are required to submit a FEMA Benefit Cost Analysis in v6.0 to MT DES by the application submission deadline to ensure the project meets this fundamental eligibility requirement. MT DES will provide a series of BCA virtual assistance meetings (5) throughout the application period. If an applicant needs BCA assistance, they will be able to log on to the BCA virtual assistance meetings to ask their questions and work through the solutions with the BCA team.

A full list of eligible mitigation activities is listed below:

Mitigation Projects	
	Property Acquisition
	Structure Elevation
	Flood Risk Reduction Measures
	Stabilization
	Dry Floodproofing (Non-Residential Buildings)
	Safe Rooms
	Wildfire Mitigation
	Retrofitting
	Generators
	Earthquake Early Warning Systems
	Innovative Mitigation Projects
Capability and Capacity Building Projects	
	Planning Related Activities
	Project Scoping / Advance Assistance

Capability- and Capacity-Building (C&CB):

Planning Related Activities

- Applicants may use this funding to help integrate hazard mitigation principles into planning for resiliency (stormwater master plans, flood reduction master plans, etc.). Planning activities can, and most often include community outreach.

Advance Assistance/Project Scoping

- The purpose of Advance Assistance/Project Scoping is to provide applicants with resources to develop mitigation strategies and obtain data to prioritize, select, and develop future projects.
- Applicants may use Advance Assistance/Project Scoping for activities such as:
 - Evaluate facilities or areas to determine appropriate mitigation actions
 - Collect data for BCAs, EHP compliance, and other program requirements
 - Scope and prioritize hazard mitigation projects to incorporate sustainability, resilience, and renewable building concepts
 - Develop hazard mitigation projects, including engineering design and feasibility actions
 - Conduct engineering design and feasibility studies for larger or complex community drainage projects or critical facility retrofits
 - Conduct hydrologic and hydraulic studies for unmapped flood zones or Approximate Flood Zone A areas where communities propose to submit hazard mitigation projects
 - Perform professional cost estimation services to aid consistency in project budgeting across applications

Management Costs

Recipient management costs can be included in your project application. This is financial assistance to reimburse the recipient for eligible and reasonable indirect costs, direct administrative costs, and other administrative expenses associated with a specific mitigation measure or project up to 5 percent of the total amount of the award.

10. Application Elements

- Applicant information
- Local Hazard Mitigation Plan information
- Scope of Work
- Project Schedule– Project must identify a series of milestones throughout the work schedule that MT DES will review and approve. Maximum of 36 months is allowed. Extensions may be provided due to extenuating circumstances during project performance
- Detailed Budget
- Source of local cost share
- Benefit-Cost Analysis (BCA) - Generated in v6.0 (mitigation projects only)
- Environmental & Historic Preservation Considerations for Mitigation Projects – Detailed information must be provided describing the project area of disturbance, equipment used, etc. and what the potential impacts to environmental resources or historic properties may be. MT DES will work with their internal team to ensure that consultations with SHPO/THPO and the appropriate federal agencies is completed (USFWS, USFS).
- Additional documentation may be required depending on the specific project type.

11. Application Submission

MT DES will support application development as needed. Applications will be drafted and submitted on a fillable PDF application document that will be provided by MT DES. Full applications are required to be submitted by ***March 6, 2026, at 5:00PM MDT.***

Applications for mitigation projects are required to be submitted electronically (Adobe .pdf files) via email or through the file sharing website to Sara.Hartley@mt.gov and Andrew.long@mt.gov. Please

do not submit paper/hardcopies. Blank PDF fillable applications can be found on the MT DES Website.

12. **Period of Performance**

The Period of Performance (POP) is the period of time during which recipients of Montana Resiliency Funds may incur costs related to the approved scope of work. The Period of Performance starts with the acceptance of the award and ends no later than 36 months. Requests for extensions to an award POP will be evaluated but will not be automatically approved. All extension requests must be submitted at least 60 days prior to the expiration of the award POP and justifications must be submitted in writing.

13. **Briefings**

To assist potential applicants who are considering applying for Montana Resiliency Funding, MT DES will be hosting two Montana Resiliency Funding program briefings (see Important Dates Section on page 2 of this NOFO). Topics covered include the 2025 HMA Program and Policy Guide, Notice of Interest (NOI) and application process, procurement requirements, potential Environmental Assessment (EA) requirements, BCA requirements, and much more. [Please visit the MTDES Mitigation Website for more information.](#) Interested applicants are strongly encouraged to attend one of these briefings as requirements regarding the Montana Resiliency Funding – direct fund program will be described and discussed in detail.

14. **Project Evaluation Criteria**

A state interagency review panel will evaluate all eligible and complete applications on a competitive basis. The review panel reserves the right to request additional, clarifying information from the applicant during the evaluation period, and to reject any or all applications that do not meet the goals and terms of this NOFO.

The applications for Projects will be evaluated and prioritized by the following criteria:

Mitigation Project Review Criteria	Max Points
<i>Project Scope, Budget, and Timeline.</i> The project adequately mitigates current hazards by providing a well-defined scope of work and level of protection above what currently exists. The project budget/cost estimate is detailed. The application demonstrates through a clear and realistic work schedule the capability of the applicant to implement and complete the project in a timely manner.	(Up to 20 points)
<i>Environmental Permitting Ability.</i> The project application includes a detailed plan for obtaining all required federal, state and local environmental permits.	(Up to 10 point)
<i>Benefit Cost Analysis.</i> A well-defined ‘Benefit-Cost Analysis’ (BCA), using FEMA BCA v6.0 software and provided with relevant supporting documentation.	(Up to 10 points)
<i>Commitment.</i> The application demonstrates commitment to complete the project and is substantiated by providing documentation of the local cost share, signed support by the chief administrative official, and a description of the decision-making process.	(Up to 10 points)

<i>Consistency with Planning.</i> The application provides reference to the FEMA approved hazard mitigation plan (HMP) where this activity is listed or referenced.	(Up to 10 points)
<i>Focuses on Critical Infrastructure.</i> If the project is not implemented there will likely be a detrimental impact, loss of essential services, damage to critical facilities, infrastructure, and/or economic hardship.	(Up to 10 points)
<i>Co-Benefits and Partners.</i> The project will improve resilience (or ability of the system to withstand current and future hazards and disturbances) at, adjacent to, and beyond the project site through key resilience factors. The project has established partnerships, collaborations, etc. and offers opportunities for other municipalities to learn from the techniques deployed.	(Up to 10 points)
<i>Nature-Based Approaches.</i> The project promotes utilization of nature-based approaches and provides environmental benefits where possible.	(Up to 10 points)
<i>Focuses on Critical Infrastructure.</i> If the project is not implemented there will likely be a detrimental impact, loss of essential services, damage to critical facilities, infrastructure, and/or economic hardship.	(Up to 10 points)

The proposals for Capability and Capacity-Building (C&CB) will be reviewed by the following criteria:

Capability and Capacity Building (C&CB) Review Criteria

Max Points

Capability and Capacity Building (C&CB) Review Criteria	Max Points
<i>Focuses on Critical Infrastructure:</i> The project promotes or focuses on the resiliency to essential services, community lifelines/critical facilities, infrastructure, and/or economic drivers.	(Up to 20 points)
<i>Tangible Outcomes:</i> The project has a well-defined and clear scope of work which will result in a resource, strategy, or tangible mitigation product that will increase resiliency to natural hazards	
<i>Risk Reduction:</i> Project promotes future risk reduction through analysis of best available data. Application must outline proposed sources of hazard data to be used.	
<i>Focuses on Nature-Based Approaches:</i> The project promotes utilization of nature based approaches and provides environmental benefits.	
<i>Public Engagement:</i> The project includes work that provides a heightened awareness of natural hazard risk in and for the community. These are actions that increase education, awareness, and incentives for resiliency measures for community organization, private industry, non-profits, and the general public.	
<i>Establish Partners:</i> The project has established partnerships, regional or multi-community collaboratives etc. These should be substantially detailed in the tasks, budget, and outcomes. Confirmation by the partner in the form of a letter of support is also required.	

<p><i>Consistency with Planning.</i> The application provides reference to the FEMA approved hazard mitigation plan (HMP) where this activity is listed or referenced.</p>	
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15. Requirements and Conditions for Award

- All funding project applications require a local FEMA-approved ‘Multi-Hazard Mitigation Plan’ at the time of the application and at the time of obligation of funds for project award.
- A Notice of Interest (NOI) is required to allow the State to track potential applications and provide application development technical assistance.
- Projects must be able to be permitted under Federal, State & local permit procedures including, 44CFR Parts 9 & 10 (Floodplain Management & Wetland Protection).
- Mitigation projects must, at a minimum, be in conformance with the latest published editions (meaning either of the two most recently published editions) of relevant consensus-based codes, specifications, and standards that incorporate the latest hazard-resistant designs.
- Mitigation projects must be technically feasible and effective in increasing the level of protection.
- All spending must comply with the state and local procurement standards. If your project is awarded, you must expend funds under your official, documented procurement procedures, and ensure you comply with applicable state, and local laws & regulations. State procurement standards must also be followed for [using contract support](#) for the development of the application.
- Applicants must demonstrate that mitigation projects are cost effective. This is demonstrated utilizing the FEMA approved BCA software (v6.0).
- Mitigation projects must solve a problem independently or constitute a functional portion of a long-term solution for which there is assurance that the project as a whole will be completed, or there is a reasonable plan and available funding for completion.
- **Milestones** - The applicant, must identify a series of milestones throughout the schedule for mitigation activities that MT DES will review and approve. A milestone is a major milestone in the project that, if not completed on time, may result in a cancellation of the award. Progress towards meeting the milestones must be reported in the quarterly progress reports submitted to MT DES. At quarterly performance updates, MT DES will evaluate project performance, schedule adherence, and contribution to state program goals and objectives.
- **Special Flood Hazard Area** - If the mitigation project is in a Special Flood Hazard Area, it must meet both of the following conditions:
 - The project is in a jurisdiction participating in the National Flood Insurance Program that is not on probation, suspended, or withdrawn.
 - The property owner obtains and maintains flood insurance for the life of the structure, regardless of transfer of ownership, in an amount at least equal to the project cost or to the maximum limit of coverage made available with respect to the mitigated property, whichever is less.
- **Contract Terms & Conditions** – The terms and conditions of the State Contract include, but are not limited to the following items:
 - *Project Modifications* - The Scope of Work, Budget and Work Schedule, approved by MT DES and included in the application and Award, is the only work that is eligible

for reimbursement. Scope of Work and budget modification requests must be submitted and approved in advance of any changes; time extension requests must be requested a minimum of 90 days prior to the contract end date. Failure to comply with these requirements may result in full forfeiture of the funding award.

- *Designation of Project Manager* - At the time of award, the recipient must name a Project Manager who will be responsible for the duties of carrying out the state award.
- *Quarterly Reports* - All recipients are required to submit a quarterly report on the form provided by MT DES, as evidence of project progress and any project issues that materialize. The report is due on October 10th, January 10th, April 10th and July of 10th each year. The information on these reports is expected to be accurate. Quarterly reports do not substitute a project modification request as outlined above. Reports are submitted to MT DES. Progress towards meeting the milestones must be reported in the quarterly progress reports. Failure to submit quarterly reports in a timely manner may jeopardize reimbursement.
- *Requests for Funds* - Only the costs delineated in the approved budget in your state contract are eligible for reimbursement. Only those costs incurred during the time periods specified in the State Contract are eligible for reimbursement. Funds shall be released by MT DES to the recipient on a reimbursement basis or in special instances, on a short-term advance basis as authorized and negotiated with the Agency, consistent with local and State regulations. Funds shall be requested on the Request for Funds form provided by MT DES. The Montana Resiliency Funding represents the state share of the project. The state share is typically up to 75% of the total eligible project costs. Should project costs increase, the local share must increase as the state share is fixed once it is awarded. Requests for funds must be submitted on a quarterly basis (at a minimum) if work is being completed during that quarter.
- *Documentation Required for Release of Funds* - The Recipient shall provide the following documentation to MT DES concurrent with each Request for Funds form:
 - Vendor/supplier invoices that provide detail for date(s) of service, tasks completed, and detail by line item. For construction projects, Certified Payroll is required.
 - Documentation that demonstrates that payment was made by the Recipient to vendors/suppliers (“Proof of Payment”). This may include, but is not limited to, cancelled checks, signed payroll warrants, certified municipal payment records.
 - Documentation which demonstrates the expenditure of the required local cost share. Where “in-kind” services are provided by the Recipient, timecards, payroll reports and appropriate reports that show detail of the work completed will be required.
- *Cost Overrun* - Recipients will notify the Agency when/if they anticipate a cost overrun. The Recipient must cover the cost overrun with local funds.
- *Permits, Bid Specifications, Design Drawings and Plans* - The Recipient shall provide electronic copies of all permits and approvals required in support of the project prior to construction. Failure to obtain all appropriate federal, state, and local environmental permits may jeopardize funding. Please note that any changes made in the review, consultation or permitting process must be reviewed by MT DES and may need MT DES approval before construction proceeds. The Recipient shall provide an electronic set of final “as-built” drawings/plans. Final payment will be made after receipt of final

deliverables. For Acquisition and Structure Elevation projects, refer to the Hazard Mitigation Guidance Addendum for additional close-out documentation requirements such as, but not limited to, recorded deed, statement of voluntary participation, FEMA Form AW-501, Certificate of Occupancy, certification of compliance, and final elevation certificate.

- *Record Keeping and Retention, Inspection of Records* - The Recipient shall maintain records, books, files and other data as specified in a contract and in such detail as shall properly substantiate claims for payment under a contract, for a minimum retention period of seven (7) years beginning on the first day after the final payment under a contract, or such longer period as is necessary for the resolution of any litigation, claim, negotiation, audit, or other inquiry involving a Contract.
- *Copyright* – MT DES reserve a royalty free, non-exclusive, and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use the work for government purposes. Any publication resulting from work performed under this agreement shall include an acknowledgement of Montana Disaster Emergency Services.

16. Contact Information

For general inquiries regarding the program, please contact the MT DES State Hazard Mitigation Officer, Sara Hartley at: sara.hartley@mt.gov

For specific inquiries:

Sara Hartley, State Hazard Mitigation Officer (SHMO), 406-417-9238, sara.hartley@mt.gov

Andrew Long, Deputy State Hazard Mitigation Officer, 406-202-4532, Andrew.long@mt.gov

For more information visit the ‘Grant Programs’ section of the MT DES website at <https://des.mt.gov>.