

**Step 1:** In your browser, type / search [montana.servicenowservices.com/lmtgl](https://montana.servicenowservices.com/lmtgl)

The screenshot shows the Montana Grants and Loans website. At the top left, it says "Montana Grants and Loans". At the top right, there are links for "User Registration" and "Log In". The main header features a large landscape image with the text "Good morning, Welcome to Montana Grants and Loans" and a search bar with a magnifying glass icon and the word "Search". Below this is a section titled "Popular Grant Programs" with five icons and labels: "CDBG Housing Stabilization Program (HSP) Grant", "HOME Program - Home Buyer Assistance", "CDBG Community and Public Facilities", "Community Development Block Grant (CDBG) Economic Development", and "CDBG Affordable Housing Development and Rehabilitation Grants". At the bottom, there is a "Funding Opportunities" section with a "Filters" sidebar on the left and three program cards on the right. The "Filters" sidebar includes a "Keyword Search" field with a magnifying glass icon and a "+ Application Status" link. The three program cards are: "Community Development Block Grant (CDBG) Planning" (Application Status: No Longer Accepting Applications, Funding type: Grant), "HOME Program - Home Buyer Assistance" (Application Status: Accepting Applications, Funding type: Grant), and "CDBG Community and Public Facilities" (Application Status: Accepting Applications, Funding type: Grant).



Visual that should show up



# Step 2: Find & Select Grant Option for Economic Impact and Destination Event Grant Program

Good afternoon, Taylor  
Welcome to Montana Grants and Loans

Search

Awards for Taylor Tidwell  
You have no active awards

Popular Grant Programs

- Community Development Block Grant (CDBG) Planning
- HOME Program - Home Buyer Assistance
- FY25 DMO Plan
- Montana State Small Business Credit Initiative 2.0 Loan Participation Program (MT SSBCI 2.0 LPP) - Tranche 3
- Pilot Community Tourism Grant Program (Cohort 1)
- BSFG - Short Form Content

**Filters**

Keyword Search  
Search Keywords

- + Application Status
- + Programs
- + Funding Type

Sort by field  
--Select a Sort Field--



*If grant doesn't populate on main screen, search "Economic Impact" in the Keyword Search*

Funding Opportunities

**Pilot Community Tourism Grant Program (Cohort 1)**

Application Status: Accepting Applications  
Funding type: Grant  
Application open date: 03-01-2024  
Expiration date: 05-01-2024

Description: The Pilot Community Tourism Grant Program (PCTGP), offered through Destination MT, is a state-funded opportunity created in 2023 as a result of Senate Bill 540 (SB 540), Section 1 (1) (a) through (e) and (4) (a) through (b). Building tourism in a manageable, sustainable way can stimulate and diversify the local economy, protect and enhance local resources and foster community pride without compromising the qualities that make the community so special. The PCTGP aims to elevate communities across the state, increase their economic vibrancy by improving their appeal as visitor destinations, and to improve their resilience as a destination through enhancing and diversifying tourism related assets and infrastructure. A community can be defined as a specific geo-location, or a group of communities within a destination that have identified tourism as an economic development strategy and are interested in working collaboratively to achieve community development through tourism. Interested communities must be prepared to make a significant and long-term commitment to leadership and participation in the PCTGP over the course of 60 months. Any Montana community / communities that meet the eligibility criteria [see Section III of the PCTGP Guidelines] and have identified tourism as a priority and an economic development strategy is encouraged to complete the Pilot Community Tourism Intake Form. The intake form is used as an initial screening tool to help evaluate community readiness and capacity for a potential Pilot Community Tourism Grant. Please refer to the Tourism Grant Program website: <https://brand.mt.gov/Programs/Office-Of-Tourism/Tourism-Grant>.

**FY25 DMO Plan**

Application Status: Accepting Applications  
Funding type: Grant  
Application open date: 07-01-2024  
Expiration date: 06-30-2025

Description: January 2022 Regulations & Procedures for use of bed tax funding and develop a DMO Plan that best serves the unique needs of Montana's diverse visitor destinations. Some Montana DMOs will continue marketing-focused work, using promotions to build awareness and become a competitive destination that attracts more visitors. In destinations where visitation is strong and consistent, DMOs may look at opportunities to enhance visitor experience and increase visitor spending. In places where visitation puts pressure on a community or area, DMOs can look to develop mechanisms for diversification and sustainability. While most Montana DMOs will land in just one of these categories, some may engage several or all of them. Ultimately, the ability to utilize bed tax funds to support a comprehensive strategic vision can help Montana's tourism partners more effectively develop tourism in their areas, see productive returns on destination marketing, enlist their communities in stewardship efforts and pursue solutions for sustainable tourism.

**Community Development Block Grant (CDBG) Planning**

Application Status: Accepting Applications  
Funding type: Grant  
Max Award: \$50,000.00  
Application open date: 02-12-2024  
Expiration date: 03-12-2024

Description: The Montana Department of Commerce (Commerce) Community MT Division (Community MT) will set aside up to \$500,000 of Community Development Block Grant (CDBG) funds, supported by funding from the U.S. Department of Housing and Urban Development (HUD), for Community Planning (Planning) grants that support long-term, sustainability planning for housing, public infrastructure, community facilities, and economic development.



**PLEASE REVIEW PRIOR TO STARTING AN APPLICATION**

**Gather and organize required information, documents, electronic files, and application materials prior to starting an application. To start the online application, click "Apply" in the upper right hand area and follow the prompts to enter the required information, file uploads, and attachments. ALL FIELDS and UPLOADS must be submitted with your application to be considered for funding. Be sure to enter information, even if it will need to be edited later, and SAVE as draft if needed. "Start Application" is the button to submit the application once information is filled out. Make sure that you go back in and review/update final information if you save as draft prior to the grant deadline, April 11, as edits will not be accepted after the deadline.**

# Step 3: Open Grant Opportunity / Review Instructions / Select Apply

**Economic Impact & Destination Event Grant**  
Accepting Applications

Number  
FNDOPP0001082

Program	Application open date
TOURISM GRANT PR...	03-13-2024

Description/Guidelines    Application Forms

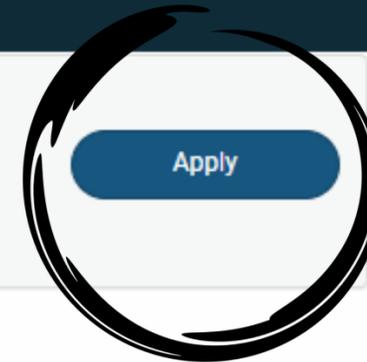
An on-demand workshop is available for an overview of the event grant cycle, criteria and timeline, a review of the application and the processes for the cycle. We highly recommend that interested eligible entities watch the Workshop on Demand before submitting for an Economic Impact & Destination Event Grant.

([https://mtgov.zoom.us/rec/share/IRxE7JEDXN3sit9iSswhz38QB0j8YvQqKy5xgellQaAOCsdPrMnAD9Kd28Amlg.5NpLHYC\\_\\_TCIfmWh](https://mtgov.zoom.us/rec/share/IRxE7JEDXN3sit9iSswhz38QB0j8YvQqKy5xgellQaAOCsdPrMnAD9Kd28Amlg.5NpLHYC__TCIfmWh))

The economic impact / destination event must be held in Montana by an eligible entity based in Montana. Eligible entities are limited to **one** submission for **one** event in this recovery destination event grant cycle and the event must be held prior to June 1, 2025. The eligible entity **must** also be the primary organizer of the event. Additionally, beyond the event, the eligible entity should have some alignment in the industry of tourism.

**PLEASE REVIEW PRIOR TO STARTING AN APPLICATION**

Gather and organize required information, documents, electronic files, and application materials prior to starting an application. To start the online application, click "Apply" in the upper right hand area and follow the prompts to enter the required information, file uploads, and attachments. ALL FIELDS and UPLOADS must be submitted with your application to be considered for funding. Be sure to enter information, even if it will need to be edited later, and SAVE as draft if needed. "Start Application" is the button to submit the

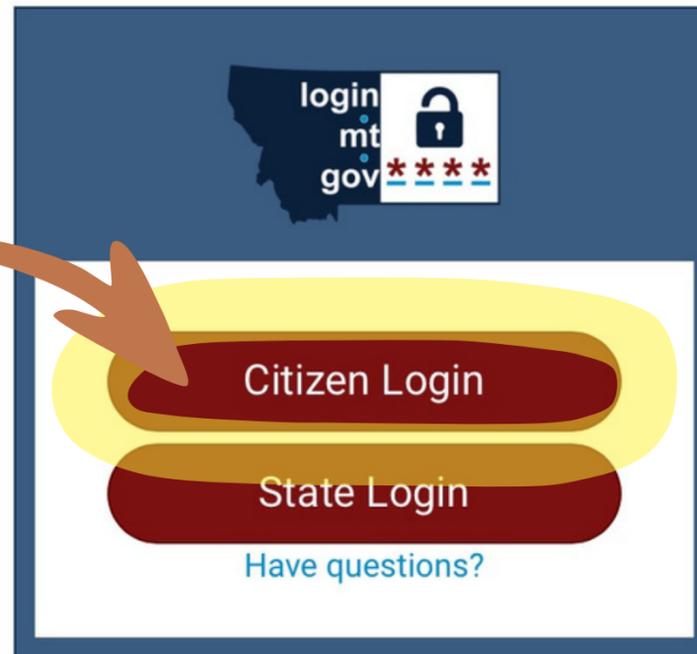


**Step 4:** Once select “Apply” you will be promoted to Create an Account *(if you don’t already have one, otherwise sign in using your Citizen Login)*

Montana Grants and Loans



*Use Citizen Login to create an Account or to Login to existing Account*



MONTANA.GOV  
OFFICIAL STATE WEBSITE

Privacy & Security  
Accessibility

MONTANA



# Step 5: Complete New User Registration / Press Submit

*\*Please note special instructions*

## Register New User

Register for a new account

You will receive an email from donotreply@mtgov on how to complete your account setup after you submit this registration. Use the login button at the top of the portal once you complete your account setup.



### Required information

Email First Name Last Name

Please select an option that describes your p...

\* Email

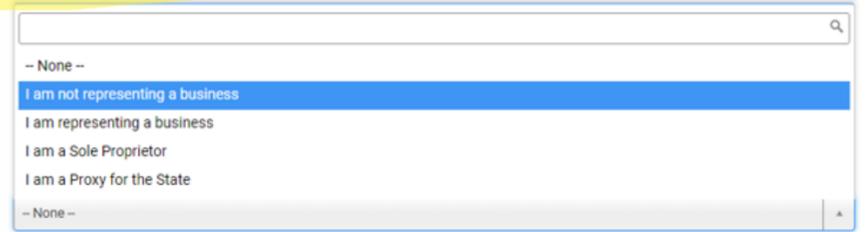
\* First Name

\* Last Name

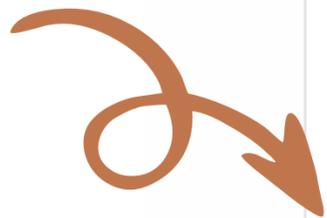
Primary phone

\* Please select an option that describes your purpose here

For the dropdown under "Please select an option that describes your purpose here" - Select, "I'm not representing a business."



Phone # has to be in specific formatting - +1 \_\_\_\_\_



# Step 6: Email Instructions to Activate your Account and set Password



okta

mtgov - Welcome to Okta!

Hi,

The State of Montana is using Okta to manage your web applications. This means you can conveniently access all the applications you normally use, through a single, secure home page. Watch this short video to learn more: <https://www.okta.com/intro-to-okta/>

Your system administrator has created an Okta user account for you. **Click the following link to activate your Okta account:**

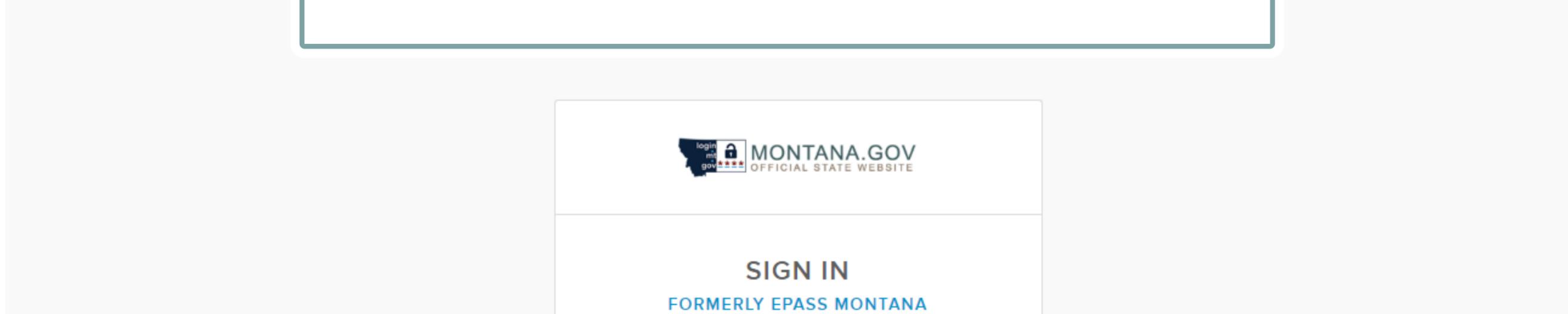
Activate Okta Account

This link expires in 7 days.

*Look for an email in your inbox, click "Activate Okta Account."*



# Step 7: Log In once Account is Activated



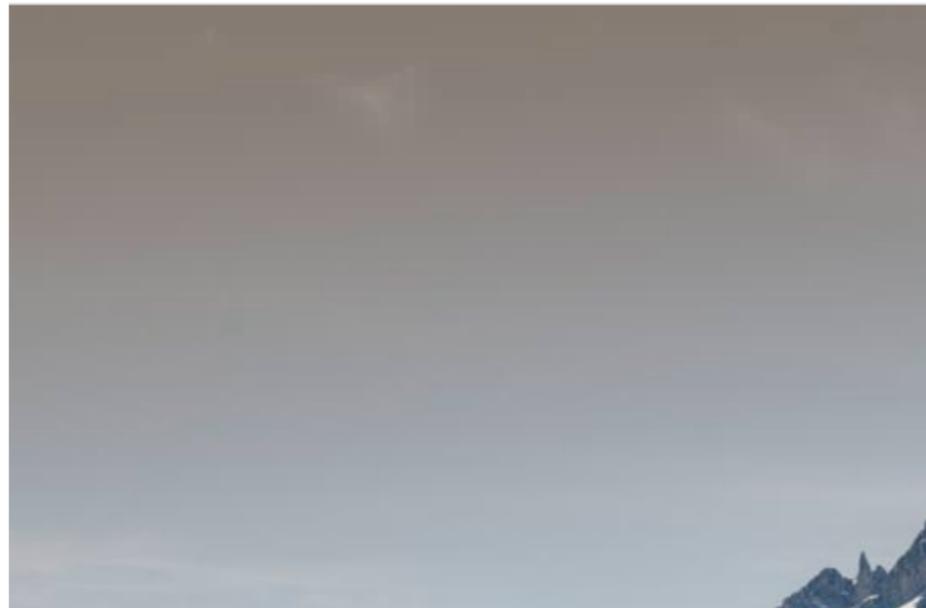
MONTANA.GOV  
OFFICIAL STATE WEBSITE

SERVICES

AGENCIES

LOGIN

SEARCH MONTANA.GOV



all others use email address

Password

Keep me signed in



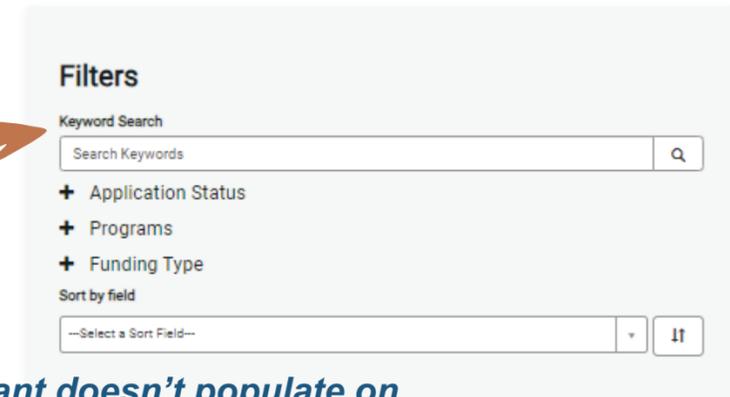
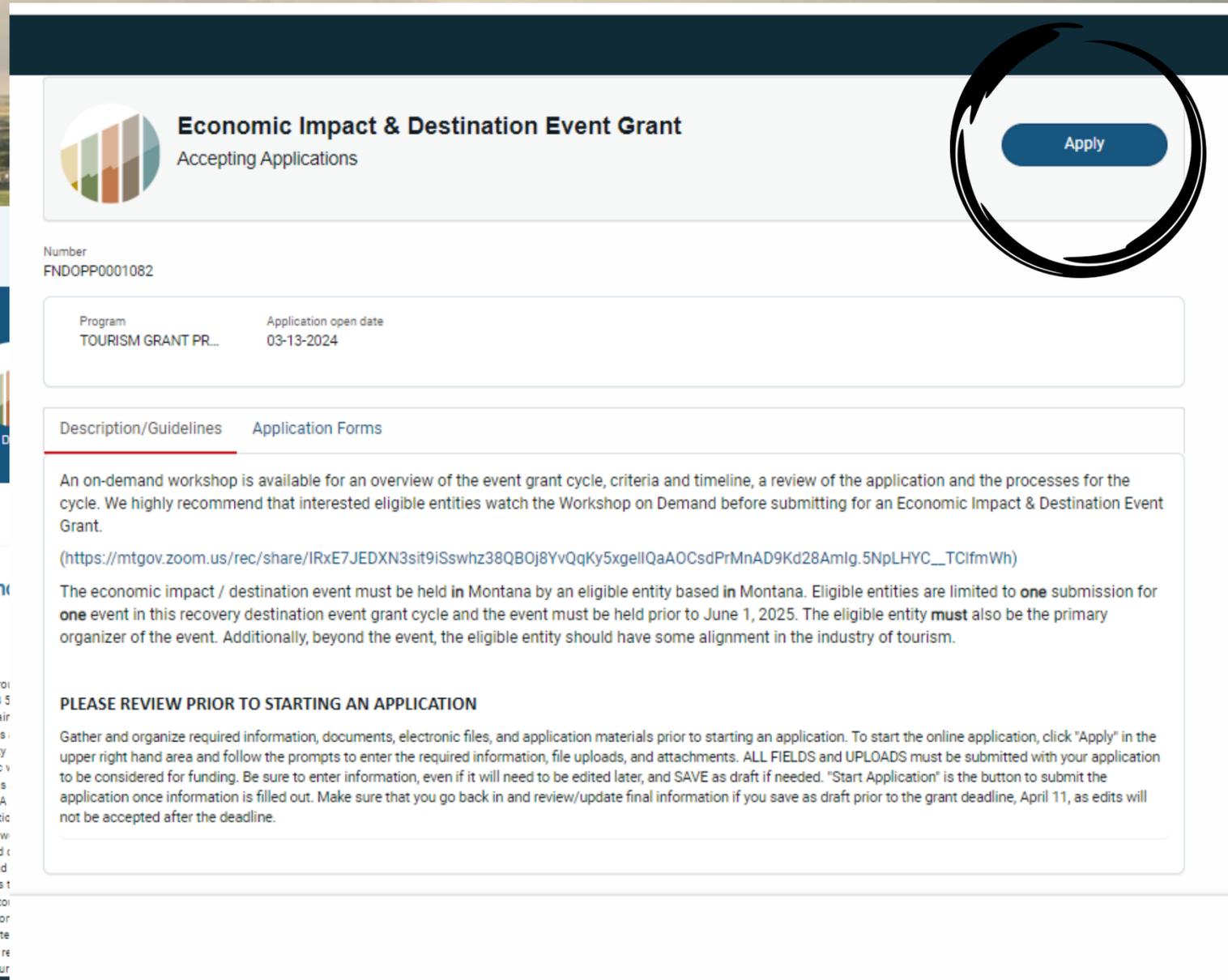
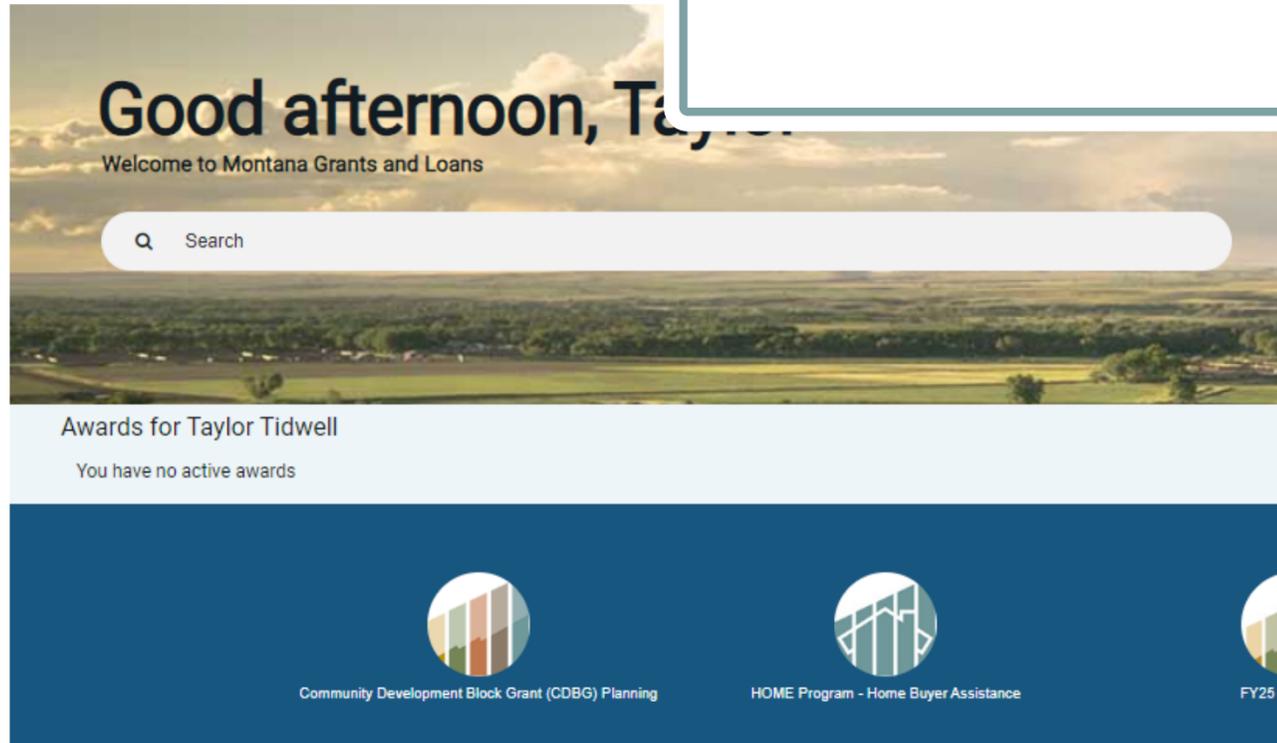
# Step 8: Screen once Logged Into Account for Grants and Loans

The screenshot shows the Montana Grants and Loans portal interface. At the top, a navigation bar includes the text "Montana Grants and Loans" and a user profile section with "My Grants & Loans" and the name "Taylor Tidwell". The main content area features a large banner with a scenic landscape background. The banner contains the text "Good afternoon, Taylor" and "Welcome to Montana Grants and Loans". Below the banner, there is a section titled "Awards for Taylor Tidwell" which states "You have no awards". A yellow highlight is placed around the name "Taylor" in the banner, and a red arrow points from the text "You'll know if you're logged in when you see your name on the screen" to this highlight. Below the banner, there is a section titled "Popular Grant Programs" with five icons and labels: "Community Development Block Grant (CDBG) Planning", "HOME Program - Home Buyer Assistance", "FY25 DMO Plan", "Montana State Small Business Credit Initiative 2.0 Loan Participation Program (MT SSBCI 2.0 LPP) - Tranche 3", and "BSFG - Short Form Content". At the bottom, there is a "Funding Opportunities" section with three cards: "Pilot Community Tourism Grant Program (Cohort 1)", "FY25 DMO Plan", and "Community Development Block Grant (CDBG) Planning". Each card provides details such as application status, funding type, application open date, expiration date, and a description. A "Filters" sidebar is visible on the left, including a "Keyword Search" field and expandable sections for "Application Status", "Programs", and "Funding Type".

You'll know if you're logged in when you see your name on the screen



# Step 9: Find & Select Grant Option for Economic Impact and Destination Event Grant / Press Apply



**Pilot Community Tourism Grant Program (Coh...**  
 Application Status: Accepting Applications  
 Funding type: Grant  
 Application open date: 03-01-2024  
 Expiration date: 05-01-2024  
 Description: The Pilot Community Tourism Grant Program [PCTGP], offered thro... is a state-funded opportunity created in 2023 as a result of Senate Bill 540 (SB 5 (a) through (e) and (4) (a) through (b). Building tourism in a manageable, sustain stimulate and diversify the local economy, protect and enhance local resources community pride without compromising the qualities that make the community PCTGP aims to elevate communities across the state, increase their economic v improving their appeal as visitor destinations, and to improve their resilience as through enhancing and diversifying tourism related assets and infrastructure. A defined as a specific geo-location, or a group of communities within a destinatic identified tourism as an economic development strategy and are interested in w collaboratively to achieve community development through tourism. Interested c be prepared to make a significant and long-term commitment to leadership and PCTGP over the course of 60 months. Any Montana community / communities t eligibility criteria [see Section III of the PCTGP Guidelines] and have identified to and an economic development strategy is encouraged to complete the Pilot Cor Intake Form. The intake form is used as an initial screening tool to help evaluate readiness and capacity for a potential Pilot Community Tourism Grant. Please r Grant Program website: <https://brand.mt.gov/Programs/Office-Of-Tourism/Tour>

*If grant doesn't populate on main screen, search "Economic Impact" in the Keyword Search*

# Step 10: Begin filling out Application

*\*Please note special instructions*

## Economic Impact & Destination Event Grant Application

Economic Impact & Destination Event Grant

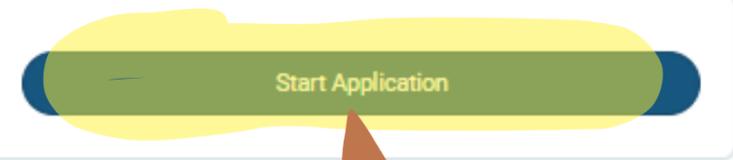
The eligible entity must be the primary organizer of the Event. An eligible entity based in Montana that may apply includes a primary, registered Non-Profit 501(c) Organization, a registered Co-Operative, an Incorporated City or Town, a Consolidated Government, or a Tribal Government.

The Economic Impact and Destination Event must be held in Montana by an eligible entity based in Montana. Eligible entities are limited to one submission for one event in this recovery destination event grant cycle and the event must be held prior to June 1, 2025. The eligible entity must also be the primary organizer of the event. Additionally, beyond the event, the eligible entity should have some alignment in the industry of tourism.

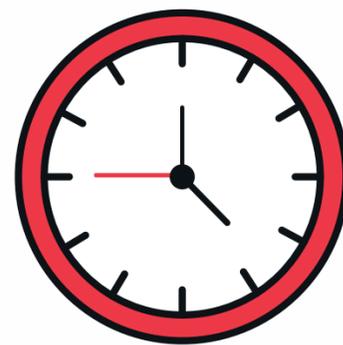
\*Select the Type of Primary or Main Entity that Intends to Submit an Application for the Economic Impact & Destination Event Grant Application Cycle

- This Organization or Entity is not based in Montana
- A Primary 501(c) Organization
- A Tribal Government
- A City Government
- A County Government
- An Individual Person
- A For-Profit Business Entity
- A registered Co-Operative

Amount Requested



**Submit Button**



**\*Application times out at approximately 60 minutes**

