

December 7, 2009

Tony Dean  
Office of Community Service  
Governor's Office  
PO Box 200801  
Helena, MT 59620

Dear Tony:

Below please find the responses to your grant clarification items for our Montana 2010 Funding request. Our answers are in bold under each of the clarification items. Note we have not made any adjustments yet in egrants

### **Budget Narrative**

1) Personal Fringe Benefits: Adjust requested amount so that it reflects calculation percentages for each line item listed.

**We have adjusted this rounding to reflect actual percentage calculation. Our budget methodology used originally was to determine the actual program costs and use that to calculate percentages.**

2) Supplies: Adjust calculation for safety gear.

**We have corrected the narrative to read 224 members versus just 24.**

3) Staff Training: In-state rate for meal reimbursement is \$23 a day. Adjust daily meal reimbursement rates during "Regional Trainings" to not exceed daily rate.

**We adjusted the daily rate to \$ 23 per day, and also adjusted the registration to \$365 to provide the budget total. This is a budget and the actual costs will vary based upon the actual training attended.**

4) Staff Training: Adjust calculation for In-house Staff Training.

**We adjusted and used the \$ 70 daily rate calculation versus the \$ 69.50 rate. The new line item total is now \$ 6,440.**

5) Member Training: Please explain why the May member orientation includes 199 members as opposed to 224 members.

**We added the following clarification to the budget narrative. The May member orientation does not include 24 youth crew leaders.**

6) Member Support Costs: Adjust Healthcare line item to include all HT members.

**We have corrected the narrative to read 160 members versus 150. Calculation was correct and used the 160 members.**

Please call if you have questions or wish to discuss this further.

Sincerely yours,

Jono McKinney  
CEO