COMMERCE

Yellowstone County Commissioners
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October 19, 2026

Mark Morse
Yellowstone County Board of Commissioner Chair
PO Box 35003
Billings, MT 59107

Re: Final Close Out Approval for Yellowstone County Community Development Block Grant Planning Program Contract #MT-CDBG-PL-22-02

Dear Chair Morse,

This letter serves as documentation of final close out approval for the Montana Department of Commerce Community Development Block Grant Planning Grant Contract MT-CDBG-PL-22-02 with Yellowstone County, to complete a West Billings Neighborhood Plan Update, to conform with CDBG requirements. The original CDBG Planning grant award under this contract was $37,500 and a total of $32,314.50 was expended on project activities. This is the formal notice that the remaining balance of $5,185.50 will be recaptured by the Program.

Community MT staff have reviewed the final product that was submitted to Commerce. The documentation provided complies with the state and federal CDBG close out reporting requirements.

Retention of Records: All CDBG-related records for this project must be retained for four years from the date of this final close out approval – i.e., until October 19, 2030. Yellowstone County, as the CDBG Planning grant recipient, is considered the ultimate repository of files and records for this project. All essential project management files and related records should be in the possession of Yellowstone County.

If you have any questions regarding this final close out approval, please contact Community MT at DOCCDD@mt.gov or 406-841-2770.

Sincerely,

Paige Bowsher

Paige Bowsher
Planning Program Specialist