



March 20, 2025

MetraPark
ATTN: Tim Goodridge
tgoodridge@metrapark.com

Project Location: MetraPark, Billings, MT

Dear Tim:

Congratulations! On behalf of Big Sky Economic Development, it is our pleasure to award MetraPark a grant of \$5,000 to complete your Harvest Haven project as described in your application.

Conditions of your grant award are outlined on page 2 of this letter. Please read carefully and let us know if you have any questions. Failure to comply with these conditions may affect your grant award and your eligibility to apply for future awards.

Your project will be a wonderful addition to Billings and Yellowstone County. We are excited to see your finished work transform a space into an inviting, welcoming, and engaging place.

Thank you for investing your time and talent to make Yellowstone County shine. Please contact me with any questions you may have as you move forward with your project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Thom MacLean", with a long horizontal flourish extending to the right.

Thom MacLean
Community Development
Big Sky Economic Development
thom@bigskyeda.org
406.869.8407



The Space2Place grant program provides reimbursement grants to encourage the creation of unique placemaking projects throughout Yellowstone County. As a 2025 recipient, you are expected to comply with the following grant Conditions:

1. Grant funds must be used in accordance with the narrative and budget provided with your application.
2. Any changes to the scope/nature of your project must be approved by Big Sky Economic Development prior to implementation.
3. The deadline for completion of all Space2Place projects is **September 30, 2025**.
4. You must provide **BEFORE photos** of the project location by **May 31, 2025**. Photos must be in JPEG or PNG format.
5. You must provide a **PROGRESS REPORT** by **July 15, 2025**, unless the project is complete, and the CLOSEOUT REPORT has been submitted to Big Sky Economic Development.
6. You must mention "funded by (or funded in part by) Big Sky Economic Development's Space2Place grant program" in all press releases and media contacts regarding this project.
7. You must provide permanent recognition of Big Sky Economic Development's contribution to the project in a visible location on or near the project. We will provide a small metal plaque for this purpose. Other forms of recognition are acceptable if approved by Big Sky Economic Development.
8. Upon completion of the project, you must provide a **CLOSEOUT REPORT**, including:
 - IN-PROGRESS and AFTER photos of the project site, including a photo of the plaque or other Space2Place recognition. Photos must be in JPEG or PNG format.
 - Receipts and Invoices showing expenses incurred for the project. Documentation of expenses is required to receive reimbursement.
 - A narrative summary of the project, including lessons learned and challenges encountered.
9. Project costs will be reimbursed by Big Sky Economic Development up to the amount of your award upon completion of these conditions.

ALL REQUIREMENTS (PHOTOS, REPORTS, INVOICES, ETC.) SHOULD BE EMAILED TO THOM@BIGSKYEDA.ORG.