NOTICE OF OPEN MEETING
A G E N D A
SPECIAL COUNCIL MEETING
City of Moberly
City Council Room – Moberly City Hall
101 West Reed Street
October 04, 2023
11:00 AM

Posted:

Pledge of Allegiance
Roll Call
Approval of Agenda
Ordinances & Resolutions

1. A Resolution Authorizing The City Manager To Execute A Local Government Certification Endorsing A Neighborhood Assistance Act Tax Credit Application On Behalf Of The General Omar Bradley Memorial, Library, And Museum, Inc.

Anything Else to Come Before the Council
Adjournment

The public is invited to attend the Council meeting. Representatives of the news media may obtain copies of this notice by contacting the City Clerk. If a special accommodation is needed as addressed by the Americans with Disabilities Act, please contact the City Clerk twenty-four (24) hours in advance of the meeting.

City of Moberly
City Council Agenda Summary

Agenda Number: _____
Department: Administration
Date: October 4, 2023

Agenda Item: A Resolution Authorizing The City Manager To Execute A Local Government Certification Endorsing A Neighborhood Assistance Act Tax Credit Application On Behalf Of The General Omar Bradley Memorial, Library, And Museum, Inc.

Summary: A local nonprofit corporation desires to establish a museum in honor of Moberly's own General Omar N. Bradley. The corporation is exploring various ways to finance the museum and a consulting firm has suggested it apply for tax credits through the Neighborhood Assistance Act. In order for their application to receive approval it must be accompanied by a Local Government Certification from Moberly endorsing the project. This resolution authorizes the city manager to sign the certification form.

Recommended Action: To authorize approval of this Resolution during a October 4 special city council meeting.

Fund Name: N/A

Account Number: N/A

Available Budget $: N/A

ATTACHMENTS:

____ Memo
____ Staff Report
____ Correspondence
____ Bid Tabulation
____ P/C Recommendation
____ P/C Minutes
____ Application
____ Citizen
____ Consultant Report
____ Council Minutes
____ Proposed Ordinance
____ Proposed Resolution
____ Attorney's Report
____ Petition
____ Contract
____ Budget Amendment
____ Legal Notice
____Other_____

Roll Call			Aye	Nay
Mayor				
M___	S___	**Brubaker**	____	____
Council Member				
M___	S___	**Jeffrey**	____	____
M___	S___	**Kimmons**	____	____
M___	S___	**Davis**	____	____
M___	S___	**Kyser**	____	____
			Passed	Failed

BILL NO._____ **RESOLUTION NO._____**

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A LOCAL GOVERNMENT CERTIFICATION ENDORSING A NEIGHBORHOOD ASSISTANCE ACT TAX CREDIT APPLICATION ON BEHALF OF THE GENERAL OMAR BRADLEY MEMORIAL, LIBRARY, AND MUSEUM, INC.

WHEREAS, the General Omar Bradley Memorial, Library, and Museum, Inc., is seeking tax credits through the Neighborhood Assistance Act (Section 32.100 RSMo.) to assist in creating a museum facility in downtown Moberly, Missouri to honor General Omar Bradley; and

WHEREAS, in order for applications for such tax credits to be approved they must receive the endorsement of the local government within the area in which the project is contemplated provided the project is consistent with the overall community development plan; and

WHEREAS, the General Omar Bradley museum project is consistent with the Moberly downtown development plan and the city desires to endorse the tax credit application; and

WHEREAS, attached hereto is a Local Government Certification which will be submitted with the tax credit application to demonstrate Moberly's endorsement of the museum project.

NOW, THEREFORE, the Moberly, Missouri, City Council hereby approves and authorizes the City Manager to execute the Local Government Certification and to take such other and further actions necessary to effectuate the purpose of this Resolution.

RESOLVED this 4th day of October, 2023, by the Council of the City of Moberly, Missouri.

_____
Presiding Officer at Meeting

ATTEST:

_____
Shannon Hance, MRCC, City Clerk

LOCAL GOVERNMENT CERTIFICATION

By law, NAP projects are required to obtain local government endorsement. DED's Local Government Certification form must be used for this purpose. **Applications submitted without a local government certification cannot be approved.**

NAP applicants will complete and submit the Local Government Certification form to the county/city in which the project will take place. If the proposed project involves the provision of services in more than one county or municipality, the certification should come from the municipality where the primary service site is located. If the project does not take place in an incorporated area, certification should be obtained from the presiding body of the county. If the project will take place in any of the following locations, certification must be obtained from the designated contact.

Cape Girardeau	**Greene County**
Molly Mehner, Deputy City Manager	Bob Dixon, Presiding Commissioner
401 Independence	1433 N. Robberson, 10th Floor
Cape Girardeau, MO 63703	Springfield, MO 65802
(573) 339-6320, mmehner@cityofcape.org	(417) 868-4112, BDixon@greenecountymo.gov
Columbia	**Springfield**
De'Carlon Seewood, City Manager	Brendan Griesemer, Assistant Director, Planning & Dev.
701 E. Broadway, Box 6015	840 Boonville Ave, 2nd Floor
Columbia, MO 65205	Springfield, MO 65802
(573) 874-2489, cmo@CoMo.gov	(417) 864-1031, bgriesemer@springfieldmo.gov
Independence	**St. Joseph**
Zachary Walker, City Manager	Mary Kay Griffin, Community Dev. Mgr.
111 E. Maple Ave.	1100 Frederick Ave, Rm 101B
Independence, MO 64050	St. Joseph, MO 64501
(816) 325-7170,citymanager@indepmo.org	(816) 271-4643, mkgriffin@stjosephmo.gov
St. Louis County	**St. Louis City**
Amy Ellis, Dept. of Human Services	Don Roe, Executive Director, Planning & Urban Design
500 Northwest Plaza, Suite 801	1520 Market Street, Suite 2000
St. Ann, MO 63074	St. Louis, MO 63103
(314) 615-4592, AEllis@stlouiscountymo.gov	(314) 657-3848, roed@stlouis-mo.gov
St. Charles County	**Kansas City***
Bob Schnur, Assistant Director Administration	Sarah Cecil, Senior Administrative Assistant
100 North 3rd Street, Suite 318	Housing and Community Development Department
St. Charles, MO 63301	4400 MLK Boulevard, 2nd Floor
(636) 949-7520, BSchnur@sccmo.org	Kansas City, MO 64130
	(816) 513-3036, Sarah.Cecil@kcmo.org
	***A description of the project is required with submission of the form to Sarah Cecil**

LOCAL GOVERNMENT CERTIFICATION

Instructions

All applicants, as part of their proposal, must submit a completed Local Government Certification form. (RSMo 32.110) To complete the form:

1) The applicant organization completes Sections I, II, III, and IV.
2) The applicant organization's Executive Director or President has their signature notarized.
3) The form is submitted the appropriate government authority (see page 19) for review and signature. Local governments must complete section; but may, at their discretion, require supporting documentation and/ or a copy of the actual proposal as a condition for their endorsement.
4) The form is submitted with the application proposal.

This form does not signify approval of a proposed project by the local unit of government. This form serves only to certify that the proposed project is not in conflict with the existing plans and ordinances approved, enacted, or enforced by the local unit of government.

Section I. Applicant Information

LEGAL NAME OF APPLICANT	General Omar Bradley Museum and Library		
ORGANIZATION ADDRESS	101 West Reed Street, Moberly, MO 65270		
CONTACT PERSON/TITLE	Sarah Graff, Boardmember		
DAYTIME TELEPHONE NUMBER	202-701-8761	EMAIL ADDRESS	sjb1129@hotmail.com

Section II. Description of the Proposed Project

Briefly summarize the project you intend to submit for the special NAP YOP cycle. Provide a description of the goals and outcomes you plan to achieve.

The Omar Bradley Library and Museum Committee has set a vision for a new facility to memorialize General Bradley's contributions to American history, as well as to brand Moberly and Randolph County as a destination for tourism, history education, and scholarly research. The goal is to raise approximately $2,000,000 to support the purchase of a property, conduct renovation that creates an ADA compliant public facility, and increase the collection that is currently in the possession of the nonprofit organization. Once the museum is operating, we anticipate an increase in tourism in the area, an economic boost to the local and state economy, and an increased awareness of the leadership of a Missourian who impacted the world - General Omar Bradley.

Section III. Service Area and Populations Served

Briefly define and describe the service area for the proposed project and the targeted populations the project will serve. Attach a map showing the boundaries of the service area and project location.

The site will be located in Moberly, Randolph County, Missouri. The population to be served are local residents for employment opportunities including clerical, maintenance, security, and janitorial. Visitors to the museum include the general public in particular Missouri residents and nearby states as well. Typically within 2-3 hours driving distance. Map attached.

Section IV. Statement of Intent & Notarization

Statement of Intent to submit the application to the Missouri Department of Economic Development: I have examined this request in its entirety and believe it to be an accurate description of the project to be submitted by this organization for the purpose of securing tax credits. In the event that the proposed project is significantly altered and information contained herein is no longer accurate, I understand that a new Local Government Certification will be required.

MUST BE SIGNED IN PRESENCE OF NOTARY	**Signature of Executive Director** ➔	**Date**

STATE OF_____)
ss.
COUNTY OF _____)

On this ____ day of _____in the year 20____ before me, _____, a Notary Public in and for said state, personally appeared _____[name of Corporate Officer/ Member], _____ [Official Title], _____[Name of Corporation/ Agency], known to me to be the person who executed the within Agreement in behalf of said company and acknowledged to me that he or she executed the same for the purposes therein stated. _____

Notary Public

My commission expires _____

Section V. Local Government Certification

On behalf of the following unit of government:_____,
(Community)

I, _____, have determined, based upon the information presented herein, that the project:
(Name)

☐ **does not** ☐ **does** appear to conflict with existing plans and ordinances approved, enacted, or enforced by this body.

NAME	TITLE	
AGENCY	TELEPHONE	EMAIL
SIGNATURE ➔	DATE	

Missouri Department of
Economic Development

Print Preview

FY24 Neighborhood Assistance Program (NAP) Round 2 Application

Deadline: Dec 31, 2023 4:00 PM (Central)

Welcome Below you will see a list of helpful tips on completing the FY2024 Neighborhood Assistance Program (NAP) application. Applications are all supporting documents must be submitted no later than December 31, 2023 4:00 PM.

1. Before starting this application, you'll want to gather the information and documents listed below:
   - Organization's FEIN (Federal Employer Identification Number)
   - Organization's Address
   - Organization's **Contribution Facility**
   - Organization's Vendor ID's (one for **Self Assistance** or more information)
   - Organization's Articles of Incorporation (and Bylaws if applicable)
   - Organization's Tax Status (501c3 or 501c6 or Corporation/Partnership/Sole Proprietorship) or 501(c)(3) **Applicant Certification**
   - Organization's Financial Information (Campaign's end-of-year, Form **990** or **990-EZ** or **990-N** or **990 Schedule B**)
2. You can **save and exit** at your ease if you need time to finish filling out the form at a later date.
3. You can invite people to collaborate on a submission. Click **here** to enter a short voice-second and more information.
4. Submittable works best on Google Chrome, Firefox, and Safari. **Internet Explorer 8.0 supported.** Please make sure you are using a supported browser.
5. Have questions about the application? Contact the Fellows resource or contact an expert at ccdevfund@mo.gov.

- **Self Assistance**
- Underwriter **Submitter Resources Center** or contact **Submittable Support**

1. Complete the application and submit it by December 31, 2023 4:00 PM. **Incomplete applications** would from Submittable and check the email you used to sign up for your Submittable Account regularly.

Questions about NAP or Submittable? Check out these resources or contact our fellows at ccdevfund@mo.gov.

- **Submitter Resources**
- **Submittable Frequently Asked Questions**

APPLICANT ORGANIZATION INFORMATION

Organization Name - Verify and enter the exact name as registered with the IRS Secretary of State's Office. Do not use a DBA. *

General Crime Stoppers Museum and Library

To verify the name under which the organization is registered, visit the **MO Secretary of State's Office**.

Organization MAILING ADDRESS *

Country *
United States

Address
101 Main Rest Street

Address Line 2 (optional)

City
Moberly

State, Province, or Region | Zip or Postal Code
Missouri | 65270

Mailing County *
Randolph County

PROJECT LOCATION ADDRESS (Enter physical location; no PO boxes) *

Country *
United States

Address
100 Main Rest Street

Address Line 2 (optional)

City
Moberly

State, Province, or Region | Zip or Postal Code
Missouri | 65270

Project Location County *
Randolph County

Organization Main Phone Number *
(ex. 555-555-5555)

Contact Person *
First Name
Sarah
Last Name
Graff

The contact person is the individual the DED will correspond with regarding receipt of the application. Our award decision, and any questions about the proposed project.

Contact Email Address *
sgr112@gmail.com

Executive Director/President/CEO First Name *
Sarah

Enter the full first name. Do not write nicknames or abbreviations.

Executive Director/President/CEO Middle Initial *
J

Executive Director/President/CEO Last Name *
Graff

Executive Director/President/CEO Date of Birth *
11/26/1982

Organization's 9-digit FEIN (Federal Employmentt Identification Number) *
87-0556653

Do not enter dashes or spaces. Ex. 123456789

Organization's 9-digit NAICS Code *
813319

The North American Industry Classification System Code (NAICS) is the 6-digit number used for classifying entities for data and statistical purposes. Government agencies use NAICS codes to classify business data. The NAICS code is a 6-digit code, and the first two digits of the code determine the sector and the remaining four digits are the industry classification. Visit www.naics.com to find your NAICS code.

Organization's 9-digit MO Tax ID Number *
4360234

Do not enter dashes or spaces. Ex. 123456789

Organization Size - Number of Employees *
0-24 employees

Organization Type (organizations must meet one of the following requirements) *
501(c)(3) Missouri corporation and registered to do business in MO and in Good Standing with the Secretary of State

Does the organization offer any faith based activities as part of its programs or incorporate faith into the program curriculum? *
No

LITIGATION HISTORY

Is: Has THE ORGANIZATION been convicted of a felony in violation of any state and/or federal laws? *
No

Is: Are there any liens, civil judgments or litigation/legal action, either pending or threatened against THE ORGANIZATION, including bankruptcy, which may materially impact on the Applicant's viability? *
No

Is: Has a principal (Executive Director, President/CEO, Board President) ever been convicted of a felony in violation of any state and/or federal laws? *
No

Is: Are there any liens, civil judgments or litigation/legal action, either pending or threatened against a principal (Executive Director, President/CEO, Board President), including bankruptcy, which may materially impact on the Applicant's viability? *
No

PROJECT INFORMATION

1. Project Type (choose one) *
Capital Campaign

Service Delivery - implementation of programming to project participants

Capital Campaign - for construction, renovation, and/or acquisition of real property that will house eligible NAP programs and services

Capital Campaign Requirements

- Evidence of site control is required for capital projects (refer to the Site Control form).
- If a minimum of 25% of the project's total budget exceeds NAP Donor Tax Credits (or actual amount), the Applicant must provide a letter from a lender or financial institution stating that the project is financially feasible. The letter must be on lender or financial institution letterhead and address complete information is required to make the facility operate.
- Capital projects must have a minimum of 10 years of useful life remaining, construed to take comfort or claim tax-exempt status. Applicant NAPED is a minimum of 10 days prior to closing of the project. The Department reserves the right to verify NAPED by accessible a lessee and the lease of independent appraisals. Expenditure must be performed no more than 18 months prior to date of application and must be completed within 24 months of award.
- Commercial property will appreciated value less than $50,000 or
- Grant or restricted property will appreciated value less than $25,000.
- Capital projects must have a minimum of 10 years of useful life remaining, construed to take comfort or claim tax-exempt status. Applicant NAPED is a minimum of 10 days prior to closing of the project. The Department reserves the right to verify NAPED by accessible a lessee and the lease of independent appraisals. Expenditure must be performed no more than 18 months prior to date of application and must be completed within 24 months of award.
- Profits derived from the capital, based on the results of the Project Assessment Portrait, by a business establishment that is primarily relocated or dedicated to promotion and applicable regulations prior to the end of the approved project period.
- Capital projects must have a minimum of 10 years of useful life remaining, construed to take comfort or claim tax-exempt status. Applicant NAPED is a minimum of 10 days prior to closing of the project.
- If Failure to complete the approved project, non-compliance with NAP requirements, sale of the property, and/or failure to provide services for the 20 years may result in repayment of tax credits.

2. Project Period (choose one) *
1 year

For Service Delivery projects, organizations must have and operate at least 20 hours per week. During the designated project period, as well as service and/or facility operation.
For Capital Campaigns, all fundraising and expenditures, construction, renovation, and/or property acquisition must be completed within the designated project period.

3. Project Category (choose one) *
Job Training, Job Development, vocational skill training, including substantial apprenticeship or on-the-job training programs, including Youth Employment Programs
Crime Prevention, Services to offenders, services to prevent crime and/or victims of crime, mediation services, gang prevention services, services to victims of domestic violence, services to the homeless
Elementary and secondary education programs, health or mental health services, child care services, adult literacy services, recreational opportunities, nutrition services, emergency shelters for persons suffering from physical abuse or rape, services to the elderly, services to persons with disabilities, services to persons with chronic illnesses
Education, science programs, and/or other complex and technical programs and services, including programs or services to individuals with physical or mental health challenges, or educational services for persons otherwise disadvantaged
Housing development, housing rehabilitation and housing services, including services for community or neighborhood organizations, or support services for community associations

For Capital Campaign projects, the project category should reflect the services that will be provided at the project facility upon completion of the project.

4a. Provide a description of the capital campaign project, including all construction, renovation, and/or property acquisition, and the anticipated start and completion dates. Include any environmental assessments, asset revaluations, and other construction work that must be completed. *

The central point is Independence Hall in Philadelphia, it serving as headquarters for the United States Congress and present dedication to Charlie Rainey, Director of Historic Preservation Rainey, the organization's project consultant contracted to Model Mo Virtual Museum and enlisting organizational legacy with the American Veterans Life of Centralia - Moberly in our Lowell Call Fire Station and Veterans Memorial Museum in Moberly, Missouri.

Our Mission is Welcome, The Centennial and General Staff College in First Lieutenants Kansas, The Harry S Truman Presidential Library and Museum in Independence, Missouri, Kansas City Chapter of the Tuskegee Airmen, Inc. and the Lt. Colonel Allen Parker Jr. "The Map of Memory" Exhibit, a permanent exhibition commemorating the selective service lottery. Mr. Kent A. Joseph is Harvey Milk Institute's Executive Director and Chairman of the Board of Directors. Mr. Joseph is also a Lecturer in Law at Columbia University's Law School. Mr. Joseph's Law Firm, Joseph & Associates, PC, represents the Harvey Milk Institute in its Section 501(c)(3) tax exemption application. Mr. Joseph's Law Firm, Joseph & Associates, PC, represents the Harvey Milk Institute in its Section 501(c)(3) tax exemption application.

4b. Discuss the services that will be provided at the facility upon completion of acquisition or construction, population served, and frequency and duration of services. *

The Central Point Studios Lease on Behalf Inc.(CLOB) will be a unique venue that hosts the performing arts and visual arts and serves as a repository for papers and historical collections by and about Bradley. It will include a modern exhibit gallery that will display Bradley's personal collection of art, photos, and other artifacts. The Central Point Studios Lease on Behalf Inc.(CLOB) will be the only museum in the United States to dedicate an exhibit and facilities dedicated and designed exclusively to the academic/professional coach and the performing arts. The Central Point Studios Lease on Behalf Inc.(CLOB) will be a venue for performances, lectures, workshops, conferences, and symposia. An entry gallery and theater will serve as a platform to introduce Bradley to visitors and the public.

As stated, all of Bradley's 50 accomplishments in Interclub 70, as well as its promotion to other allegiances and partner of interest in and outside of the Interclub 70 will be represented in the exhibit. Bradley's 50 accomplishments in Interclub 70 will be represented in chronological and curated fashion. Bradley's 50 accomplishments in Interclub 70 will be represented in the following manner:

$ 0 USD

13. What is the estimated annual operating cost (including salaries, overhead, etc.) at the project facility for the first year after construction, renovation, and/or acquisition has been completed? Will this capital project result in an increase or decrease in annual operating costs? Discuss resources that are in place or will be in place to fund operating costs and ensure sustainability. *

The annual operating costs have not been determined yet as this will be a public private partnership and some of the expenses such as maintenance may be underwritten by the town or by the economic development agency. The capital project will definitely increase annual operating costs since operating costs have been very modest and in some years have been non existent. The organization does not currently have employees, property, or many assets in need of maintenance. The organization is collecting historic memorabilia and much of it has been donated and in storage in homes and other private storage areas.

99 / 400 words

Fundraising with NAP Credits

14a. Who is/are the individual(s) responsible for overseeing NAP fundraising and ensuring NAP tax credits are marketed to eligible donors according to the fundraising plan? *

The Board of Directors of the organization will be responsible for marketing the credits as well as volunteers.

18 / 50 words

14b. To which eligible donor groups will your organization market NAP tax credits? If any of your targeted donors have committed to a donation amount (if your organization is approved for tax credits), please indicate their commitment and total pledged for credits to date. *

Our goal is to have the property owner of the building obtain the credits. The building is currently listed for sale for $1,000,000 and we hope to use the tax credits to negotiate with the owner for the cost of the building.

42 / 100 words

REMINDER: NAP eligible donors are MO businesses and individuals with business income. Other grant agencies, foundations, and individual donations are not eligible donors and should not be included in this section.

14c. NAP Tax Credit Fundraising Timeline *

	A	B	C
1	**List the specific events and activities that will be conducted to market and utilize NAP tax credits. For multiyear projects, indicate if the activity will repeat each year of the project period.**	**Activity MM/YY**	**Repeats Y or N**
2	**Contact the property owner once credits are received**	**01/24**	**N**
3	**Create the legal documents to transfer the credits**	**1/24**	**N**
4	**Museum board meets to approve the sale**	**2/24**	**N**
5	**Appraisals are obtained and provided to MO DED**	**1/24**	**N**
6	**Receive approval from MO DED**	**2/24**	**N**
7	**Finalize sale of the building**	**3/24**	**N**
8			
9			

THE NAP BUDGET & OTHER SOURCES OF FUNDING

Click **here** to download the NAP Budget & Other Sources of Funding file (and Excel document) and instructions.

For information about eligible expenses see the instructions sheet on the excel file and refer to the **NAP Guidelines.**

The spreadsheet will be uploaded in the next field.

- [x] **Did you enter ALL costs related to the proposed project on the NAP Budget tab in the excel document - NAP Budget & Other Sources of Funding?**
- [x] **Did you enter ALL other sources of funding needed to implement the project on the Other Sources tab/spreadsheet in the excel document - NAP Budget & Other Sources of Funding?**

Upload the NAP Budget & Other Sources of Funding file *

FY24_NAP_Budget_and_Other_Sources_of_Funding_1.xlsx

No more files may be attached here.

Acceptable file types: .epub, .key, .mobi, .mus, .musx, .ppt, .pptx, .sib, .xls, .xlsx, .zip

15. If NAP funding of salaries is being requested:

• List the positions that will be funded with NAP donations;

• Briefly describe the position's role in implementing the proposed project; AND

• Indicate the percent of time spent on administrative and oversight activities vs. percent of time spent working directly with clients.

Salaries funded by NAP *

	A	B	C	D	E
1		**Position**	**Role in implementing the proposed project; day to day responsibilities**	**% time with clients**	**% time admin./ supervisory**
2	**a.**				
3	**b.**				
4	**c.**				
5	**d.**				
6	**e.**				
7	**f.**				
8	**g.**				
9	**h.**				
10	**i.**				

APPLICATION ATTACHMENTS

Trouble uploading file(s)?

Click here for a helpful article on file upload troubleshooting.

- Make sure to wait for the file to fully upload and a green "Draft Saved" appears at the top of the screen before trying to upload another file.
- If you are experiencing this multiple times while dragging a file, please try to upload directly from a folder using the "Choose File" function.

Technical Questions?

Check out the **Submittar Resource Center** or contact **Submittable Customer Support**.

1a. Local Government Certification - Required Download

Click **here** to download and print the Local Government Certification form.

The form must be signed by both the organization AND a local government official. DED has designated the authorized signers for certain communities. Refer to the download for the list of designees. If your community is not listed and you are unsure who should sign, please contact our office at community@ded.mo.gov

The form will be uploaded in the next field.

1b. Upload the completed Local Government Certification *

Choose File

Upload a file. No files have been attached yet.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpf, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff

2. E-Verify Memorandum of Understanding *

Everify_MOU.pdf

No more files may be attached here.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpf, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff

Upload a copy of your organization's E-Verify MOU. For information about E-Verify visit **e-verify.gov** or refer to the **NAP Guidelines.**

3. Articles of Incorporation (and Bylaws if applicable) *

Article_of_Incorporation.pdf

No more files may be attached here.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpf, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff

4. IRS 501(c)(3) Determination Letter from the IRS (if applicable) *

IRS_letter_1.pdf

No more files may be attached here.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpf, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff

5a. Applicant Certification - Required Download

Click **here** to download, print, and sign the Applicant Certification form.

The form will be uploaded in the next field.

5b. Upload the Signed Applicant Certification *

Choose File

Upload a file. No files have been attached yet.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpf, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff

7a. Site Control - Required Download for Capital Campaigns

Capital campaign projects must show evidence that the applicant organization has "site control" of the property to be acquired, renovated, or land on which new construction will be built. In general, "site control" includes a purchase agreement, deed, or long-term lease.

Click to download the **Site Control form.**

Organizations submitting capital campaign projects must complete the Site Control form and upload the form and proof documentation in the next field.

7b. Upload Site Control *

NAP_Site_Control_Form_completed.pdf

No more files may be attached here.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpf, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff

If you or someone you know served in the U.S. Armed Forces, we encourage you to visit http://veteranbenefits.mo.gov or call (573) 751-3779 to learn about available resources.

I agree with Terms of Use *

Save Draft