



2024 Regional Node Grant Program Application PDF Copy

This is not the Regional Node Grant Program application; this is a PDF copy of the application. All applications must be submitted online. A link to the application can be found on [MTC's website](#).

Before you submit your application, please carefully review the [Grant Proposal Guidelines for the Regional Node Grant Program](#).

Additional information and access to all necessary documents, can be found on the [MTC Regional Node Grant Program web page](#).

(* = Required)

Section 1 of 12

Applicant Organization Eligibility

1. Is the Applicant Organization based in Missouri?* Yes/No
2. Is the Applicant Organization registered to do business and in Good Standing with the Missouri Secretary of State?* Yes/No
3. Is the Applicant Organization either a public or private non-profit Missouri research institution, including an institution of higher education or a non-profit entrepreneurial support organization?* Yes/No
4. Does the Applicant Organization have an actual, conditional, or anticipated third-party cost-sharing commitment to match the requested MTC Grant?* Yes/No
5. I have read the eligibility criteria outlined in the [Regional Node Grant Proposal Guidelines](#) and understand that if the grant application is deemed to be ineligible that the application will not be reviewed even if submitted. * Yes

Section 2 of 12

Application Requirements (node members)

Each grant proposal submitted for consideration is required to identify at least three Core/Primary Node Members, including the Applicant Organization.

1. Identify the Applicant Organization (fiscal agent)*
2. Identify the Core/Primary Node Members (financial beneficiaries)*
3. Identify the Node Participants/Affiliates (non-financial beneficiaries)*

Section 3 of 12

Applicant Organization Information

1. The corporate form of the Applicant Organization*
 - a. 501(c)1

- b. 501(c)3
 - c. 501(c)6
 - d. State Funded Institution of Higher Education
 - e. Other
2. Applicant Organization's number of employees*
 - a. 5 or fewer
 - b. 6 – 10
 - c. 10 – 20
 - d. Over 20
3. Describe the Applicant Organization's mission and role in driving economic development. This summary may be used in marketing efforts, including press releases. (Suggested text limit of 100 words)*
4. Full name of the primary point of contact for the Applicant Organization*
5. Title of the primary point of contact for Applicant Organization*
6. Email address for the primary point of contact for Applicant Organization*
7. Phone number for the primary point of contact for Applicant Organization*
8. Full name of the signing authority for Applicant Organization*
9. Title of the signing authority for Applicant Organization*
10. Email address for the signing authority for Applicant Organization*
11. Phone number for the signing authority for the Applicant Organization*
12. Missouri Tax I.D. Number (MITS) of Applicant Organization*
13. Federal Employer I.D. Number (FEIN) of Applicant Organization*
14. Mailing Address of Applicant Organization*
15. Physical Address of Applicant Organization (if different than mailing address)
16. The county in Missouri where the Applicant Organization is physically based*
17. Specify the Missouri counties that will be served by the Regional Node*
18. Is the Applicant Organization or any of the Core/Primary Node Members a State-Recognized Innovation Center?* Yes/No
19. Is the Applicant Organization a Missouri Certified Incubator?* Yes/No
20. Is the Applicant Organization the recipient of an active MTC Grant?* Yes/No
21. Is the Applicant Organization or any of the Core/Primary Node Members a recipient of the 2023 Regional Node Planning Grant? Yes/No (If yes, identify the grant recipient)*
22. Provide details regarding the Applicant Organization's connection with the Missouri Technology Corporation, if applicable. Please outline the dates and funding amounts of any grants or capital provided to the Applicant Organization in the last five (5) years. (Suggested text limit of 150 words)*
23. What is the estimated size of the regional population that will be served by the Node?*
 - a. 200,00 or less
 - b. 200,000-500,000
 - c. 500,00 to 1,000,000
 - d. 1,000,000 or more
24. Amount of Funding Requested*

As a reference, please review the maximum grant award amounts as determined based on the size and complexity of the region the node will represent are outlined below:

Population Node Represents	Maximum Grant Award
200,000 or less	\$100,000
200,000 - 500,000	\$150,000

500,000 – 1,000,000	\$200,000
1,000,000 or more	\$250,000

25. Provide a short summary/overview of the proposal, including key objectives. This summary may be used in marketing efforts, including press releases. (Suggested text limit of 100 words)*

Section 4 of 12

Grant Proposal

1. Upload the Applicant Organization's Grant Proposal (Cover Letter, Proposal, Budget Form, Affirmation and Signature Page)*

Required file naming convention: OrgName_DocumentTitle.pdf (e.g. MTC_GrantProposal.pdf)

Section 5 of 12

Grant Application Supporting Documents - Governance and Organization

1. Upload Grant Application Supporting Documents - Governance and Organization*

Documents may be submitted as a single combined PDF file or up to five (5) individual files.

Required file naming convention: OrgName_DocumentTitle.pdf (e.g. MTC_ArticlesofIncorporation.pdf)

Section 6 of 12

Grant Application Supporting Documents - Financial

Required file naming convention:

OrgName_DocumentTitle.pdf (e.g. MTC_FY21FY22FY23FinancialStatements.pdf)

1. Attach financial statements for the three most recently completed fiscal years of the Applicant Organization*
2. Attach the Applicant Organization's most recent balance statement and profit & loss statement at the time this application is submitted*
3. Attach pro forma financial projections for the Applicant Organization for at least a three (3) year period*

Section 7 of 12

Grant Application Supporting Documents - Letters of Commitment

1. Upload the Core/Primary Node Member letters of commitment.

Every grant proposal must include a minimum of three Core/Primary Node Members, including the Applicant Organization, that will actively participate in the grant activities. Core/Primary Node Members must provide letters of commitment as part of the application process.

Required file naming convention: OrgName_DocumentTitle.pdf (e.g. MTC_LetterOfCommitment.pdf)*

Section 8 of 12

Grant Application Supporting Documents - Additional Supporting Documents

1. The Applicant Organization is encouraged to include additional supporting documents, including but not limited to letters of support for collaborators or commitment letters from the source of any matching funds.

Supporting documents can be uploaded as a single file or as individual files (limited to 10 files) - preferably in PDF format with easily identifiable file names.

Section 9 of 12

Legal

Attach a detailed explanation if any of the Applicant Organization's officers, directors, or beneficial owners is now or within the last ten (10) years:

1. Been delinquent in the payment of any non-protested taxes or any other amount due to the State of Missouri (or any political subdivision thereof) or federal government.
2. Filed for or publicly announced its intention to file for bankruptcy.
3. Been barred or disqualified from contracting with any state, federal or any local municipality or any political subdivision thereof.
4. Been found to employ an unauthorized alien.
5. Been informed of any investigation respecting personal or business activities or inactions that might give rise to a possible violation of state or federal criminal, securities, or competition laws.
6. Been convicted of or under indictment for any criminal offense other than a misdemeanor.
7. Had a business or professional license suspended, revoked, or surrendered voluntarily.

Check the box below if the above statements do not apply to any of the Applicant Organization's officers, directors, or beneficial owners.

Does not apply to the Applicant Organization.

Upload any necessary explanation here

Section 10 of 12

Conflict of Interest

MTC's Conflict of Interest Policy can be found [here](#).

The Applicant Organization has thoroughly reviewed MTC's Conflict of Interest Policy (revised on October 13, 2022) and the most up-to-date List of Employees and Directors.*

Disclose any known or potential conflicts of interest related to the Applicant Organization and MTC*

Section 11 of 12

Certifications

By submitting this application, the Applicant Organization certifies and acknowledges that:

1. The Applicant Organization has reviewed the applicable program description and MTC's grant review process, which are available at www.missouritechnology.com.
2. The Applicant Organization understands that submitting false or misleading information in connection with this application may result in the Applicant being found ineligible for participation in the program.
3. MTC reserves the right to request any additional information at any time in connection with its evaluation of this application.
4. MTC is subject to the Missouri Open Records Act, and that information the Applicant deems to be confidential and a "closed record" in accordance with that Act shall be clearly marked and stamped.
5. Any funds received under the program will only be used for those activities set forth in the grant proposal.
6. The Applicant Organization is not delinquent with respect to any federal, state, or local taxes or fees.
7. There are no pending or threatened liens, judgments, or material litigation against the Applicant or any person who is engaged in the management of the Applicant that would have a material impact on the viability of the Applicant.
8. None of the Applicant nor any of the Applicant's directors/managers or officers is presently suspended, debarred, proposed for debarment, declared ineligible, voluntarily excluded from participation in this transaction by any Federal department or agency, or presently involved in any bankruptcy.
9. No portion of any funding provided by the MTC may be used for any prohibited purpose outlined in Section 196.1127, RSMo.
10. MTC tracks the performance and economic impact of projects its funds annually for a period of ten (10) years and the Applicant Organization will be contractually required to cooperate with these efforts.
11. MTC-provided funds will be subject to repayment if the business activities created or developed as a result of MTC funding are relocated outside of the State of Missouri at any time.
12. Awards authorized by MTC are contingent upon the Applicant Organization entering into a binding contractual agreement with MTC. The binding contract will require that the MTC be given appropriate oversight of its award.

The Applicant has reviewed and agrees to the certifications stated above.* Yes

Section 12 of 12

Affirmation

I certify that I am the authorized representative for the Application Organization who is authorized to make the statement of affirmation contained herein. To the best of my knowledge and belief, I certify that the information contained in this application is complete, true, and correct. If any information submitted on or with this application requires alteration or supplementation, I agree to provide that information in writing to the MTC as soon as practical. I understand that submitting false or misleading information in connection with this application may be punishable by law.

Digital Signature

The following will serve as the Applicant's digital signature.

Name*

Title*

Date*