

**NEIGHBORHOOD DEVELOPMENT FUND
Not-for-Profit Transmittal and Approval Form**

Applicant/Program: Liberian Community of Kentucky and Southern Indiana

Executive Summary of Request:

These funds would be used by the Liberian Community of Kentucky and Southern Indiana for outstanding rent payment to Americana Community Center for November 2014 through October 2015.

The Americana Community Center is being used by the Liberian Community to host meetings and other community events that promote the cultural, social, educational and economic needs of the community. All these events are open to the general public as a meeting of fostering mutual understanding among citizens

Is this program/project a fundraiser?

Yes No

Is this applicant a faith based organization?

Yes No


Does this application include funding for sub-grantee(s)?

Yes No

I have reviewed the attached Neighborhood Development Fund Application and have found it complete and within Metro Council guidelines and request approval of funding in the following amount(s). I have read the organization's statement of public purpose to be furthered by the funds requested and I agree that the public purpose is legitimate. I have also completed the disclosure section below, if required.

21

District #


Council Member Signature

3000.00

Amount

01/13/16

Date

Primary Sponsor Disclosure

List below any personal or business relationship you, your family or your legislative assistant have with this organization, its volunteers, its employees or members of its board of directors.

Approved by:

Appropriations Committee Chairman

Date

Clerk's Office Only:

Request Amount: _____ Committee Amended Appropriation: _____

Original Appropriation: _____ Council Amended Appropriation: _____

**LOUISVILLE METRO COUNCIL
NEIGHBORHOOD DEVELOPMENT FUND APPLICATION CHECKLIST**

Legal Name of Applicant Organization: Liberian Community of Kentucky and Southern Indiana

Program Name and Request Amount: rent payment - \$3,000

	Yes/No/NA
Is the NDF Transmittal Sheet Signed by all Council Member(s) Appropriating Funding?	<input type="checkbox"/> Yes
Is the funding proposed by Council Member(s) less than or equal to the request amount?	<input type="checkbox"/> Yes
Is the proposed public purpose of the program viable and well-documented?	<input type="checkbox"/> Yes
Will all of the funding go to programs specific to Louisville/Jefferson County?	<input type="checkbox"/> No
Has Council or Staff relationship to the Agency been adequately disclosed on the cover sheet?	<input type="checkbox"/> N/A
Has prior Metro Funds committed/granted been disclosed?	<input type="checkbox"/> N/A
Is the application properly signed and dated by authorized signatory?	<input type="checkbox"/> Yes
Is proof of Tax Exempt status of 501(c) 3, 4, 6, 19, 1120-H included?	<input type="checkbox"/> Yes
If Metro funding is for a separate taxing district is the funding appropriated for a program outside the legal responsibility of that taxing district?	<input type="checkbox"/> N/A
Is the entity in good standing with: <ul style="list-style-type: none"> • Kentucky Secretary of State? • Louisville Metro Revenue Commission? • Louisville Metro Government? • Internal Revenue Service? • Louisville Metro Human Relations Commission? 	<input type="checkbox"/> Yes
Is the current Fiscal Year Budget included?	<input type="checkbox"/> Yes
Is the entity's board member list (with term length/term limits) included?	<input type="checkbox"/> Yes
Is recommended funding less than 33% of total agency operating budget?	<input type="checkbox"/> No
Does the application budget reflect only the revenue and expenses of the project/program?	<input type="checkbox"/> Yes
Is the cost estimate(s) from proposed vendor (if request is for capital expense) included?	<input type="checkbox"/> N/A
Is the most recent annual audit (if required by organization) included?	<input type="checkbox"/> N/A
Is a copy of Signed Lease (if rent costs are requested) included?	<input type="checkbox"/> Yes
Is the Supplemental Questionnaire for churches/religious organizations (if requesting organization is faith-based) included?	<input type="checkbox"/> N/A
Are the Articles of Incorporation of the Agency included?	<input type="checkbox"/> Yes
Is the IRS Form W-9 included?	<input type="checkbox"/> Yes
Is the IRS Form 990 included?	<input type="checkbox"/> Yes
Are the evaluation forms (if program participants are given evaluation forms) included?	<input type="checkbox"/> N/A
Affirmative Action/Equal Employment Opportunity plan and/or policy statement included (if required to do so)?	<input type="checkbox"/> N/A
Has the Agency agreed to participate in the BBB Charity review program? If so, has the applicant met the BBB Charity Review Standards?	<input type="checkbox"/> No

Prepared by:

Date: 01/13/16



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 1 – APPLICANT INFORMATION			
Legal Name of Applicant Organization:		Liberian Community of Kentucky and Southern Indiana	
<i>(as listed on: http://www.sos.ky.gov/business/records)</i>			
Main Office Street & Mailing Address: 4801 Southside Drive, Louisville, KY 40214			
Website:			
Applicant Contact:	Roland Kesseh	Title:	President
Phone:	502-295-2391	Email:	rolandkesseh@yahoo.com
Financial Contact:	Roland Kesseh	Title:	President
Phone:	502-295-2391	Email:	rolandkesseh@yahoo.com
Organization's Representative who attended NDF Training: N/A - New Grantee			
GEOGRAPHICAL AREA(S) WHERE PROGRAM ACTIVITIES ARE (WILL BE) PROVIDED			
Program Facility Location(s):	Americana Community Center 4801 Southside Drive Louisville, KY 40214		
Council District(s):	21 (Metro-wide)	Zip Code(s):	40214
SECTION 2 – PROGRAM REQUEST & FINANCIAL INFORMATION			
PROGRAM/PROJECT NAME: Pay rent to Americana Center for the Liberian Comm of KY and Southern Indiana.			
Total Request: (\$)	3,000	Total Metro Award (this program) in previous year: (\$)	
Purpose of Request (check all that apply):			
<input checked="" type="checkbox"/> Operating Funds (generally cannot exceed 33% of agency's total operating budget)			
<input type="checkbox"/> Programming/services/events for direct benefit to community or qualified individuals			
<input type="checkbox"/> Capital Project of the organization (equipment, furnishing, building, etc)			
The Following are Required Attachments:			
<input checked="" type="checkbox"/> IRS Exempt Status Determination Letter <input checked="" type="checkbox"/> Current Year Projected Budget <input checked="" type="checkbox"/> List of Board of Directors (include term & term limits) <input checked="" type="checkbox"/> Current financial statement <input type="checkbox"/> Most recent IRS Form 990 or 1120-H <input checked="" type="checkbox"/> Articles of Incorporation <input type="checkbox"/> Cost estimates from proposed vendor if request is for capital expense		<input checked="" type="checkbox"/> Signed lease if rent costs are being requested <input checked="" type="checkbox"/> IRS Form W9 <input type="checkbox"/> Evaluation forms if used in the proposed program <input type="checkbox"/> Annual audit (if required by organization) <input type="checkbox"/> Faith Based Organization Certification Form, if required <input checked="" type="checkbox"/> Staff including the 3 highest paid staff	
For the current fiscal year ending June 30 , list all funds appropriated and/or received from Louisville Metro Government for this or any other program or expense, including funds received through Metro Federal Grants, from any department or Metro Council Appropriation (Neighborhood Development Funds). Attach additional sheet if necessary.			
Source:	N/A	Amount: (\$)	0
Source:	N/A	Amount: (\$)	0
Source:	N/A	Amount: (\$)	0
Has the applicant contacted the BBB Charity Review for participation? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Has the applicant met the BBB Charity Review Standards? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 3 – AGENCY DETAILS

Describe Agency's Vision, Mission and Services:

The Liberian Community of Kentucky and Southern Indiana (LCKSI) is a nonprofit corporation organized and operated exclusively for charitable, educational and cultural and social purposes. Specifically, LCKSI mission is to unite, advocate and serve as a link to other organizations to improve and develop capabilities for a better life. LCKSI uses member-volunteers for all of its activities. All activities are held within Metro Louisville and is not limited to a specific zip code area.



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 4 – PROGRAM/PROJECT NARRATIVE

A: Describe the program/project start and end dates, a description of the program/project and applicable data with regards to specific client population the program will address (attach related flyers, planning minutes, designs, event permits, proposals for services/goods, etc.):

These funds would be used by the Liberian Community of Kentucky and Southern Indiana for outstanding rent payment to Americana Community Center for November 2014 through October 2015.

The Americana Community Center is being used by the Liberian Community to host meetings and other community events that promote the cultural, social, educational and economic needs of the community. All these events are usually open to the general public as a mean of fostering mutual understanding among citizens.

B: Describe specifically how the funding will be spent including identification of funding to sub grantee(s):

The \$3,000 would be used to specifically pay the Invoice/statement dated September 16, 2015 for outstanding rent.



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

C: If this request is a fundraiser, please detail how the proceeds will be spent:

N/A

D: For Expenditure Reimbursement Only – The grant award period begins with the Metro Council approval date and ends on June 30 of Metro fiscal year in which the grant is approved. If any part of this funding request is for funds to be spent before the grant award period, identify the applicable circumstances:

Effective October 24, 2013, reimbursements should not be made unless an emergency can be demonstrated by the primary council sponsor. The funding request is a reimbursement of the following expenditures (attach invoices or proof of payment):

- ✓ Attach a copy of invoices and/or receipts to provide proof of purchase of activities associated with the work plan identified in this application.
- ✓ Attach a copy of cancelled checks to provide proof of payment of the invoices or receipts associated with the work plan identified in this application.

The following rent invoice/statement is attached:

- Statement dated September 16, 2014 for \$3,000

This is an outstanding balance, therefore there is no canceled check.

The funding request is a reimbursement of the following expenditures that will probably be incurred after the application date, but prior to the execution of the grant agreement:

- ✓ If selecting this option, the invoice, receipt and payment documentation should not be available as of the date of this application.

The Grantee will be required to submit financial reporting in accordance with the reporting schedule provided in the grant agreement.



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

E: Describe the program's benefits to those being served (measurable outcomes). Include the program's process for collecting data and the indicators that will be tracked to measure the benefits to those being served:

The Americana Community Center is being used by the Liberian Community to host meetings and other community events that promote the cultural, social, educational and economic needs of the community. All these events are usually open to the general public as a mean of fostering mutual understanding among citizens.

F: Briefly describe any existing collaborative relationships the organization has with other community organizations. Describe what those partners are bringing to the relationship in general and to this program/project specifically.

LCKSI has collaborative relationship with the Americana Community Center. The Americana Center provides their facilities to the LCKSI to enhance community outreach activities.



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 5 – PROGRAM/PROJECT BUDGET SUMMARY

THE PROGRAM/PROJECT BUDGET SHOULD REALISTICALLY ESTIMATE WHAT AMOUNT IS NEEDED FROM METRO GOVERNMENT AND WHAT IS EXPECTED FROM OTHER SOURCES.

** see attached*

Program/Project Expenses	Column 1	Column 2	Column (1+2)=3
	Proposed Metro Funds	Non-Metro Funds	Total Funds
A: Personnel Costs Including Benefits			
B: Rent/Utilities	3,000		3000
C: Office Supplies			
D: Telephone			
E: In-town Travel			
F: Client Assistance (Attach Detailed List)			
G: Professional Service Contracts			
H: Program Materials			
I: Community Events & Festivals (Attach Detail List)			
J: Machinery & Equipment			
K: Capital Project			
L: Other Expenses (Attach Detail List)			
*TOTAL PROGRAM/PROJECT FUNDS	3,000		3000
% of Program Budget	100 %	%	100%

List funding sources for total program/project costs in Column 2, Non-Metro Funds:

Other State, Federal or Local Government	
United Way	
Private Contributions (do not include individual donor names)	
Fees Collected from Program Participants	
Other (please specify)	
Total Revenue for Columns 2 Expenses **	

*Total of Column 1 MUST match "Total Request on Page 1, Section 2"

**Must equal or exceed total in column 2.

Liberian Community of Kentucky and Southern Indiana

Fiscal Year 2015 Budget

Statement of Revenues and Expenditures

Revenues	
Gift, grants/Contributions	5,000.00
Membership fees	6,000.00
Gross investment Income	
Net Unrelated Business Income	
Taxes levied for your benefit	
Value of services or facilities	
Total Revenue	11,000.00
Expenditures	
Meeting/ Conference	500.00
Graduates Recognition Program	2,000.00
Occupancy (rent, Utilities, etc.)	3,500.00
Annual July Program	3,000.00
Outreach Activities	1,000.00
Contributions, gifts, grants paid out	
Stationery/ Misc	1,000.00
Compensation of officers	
Other salaries	
Interest expense	
Professional fees	
Total Expenditures	11,000.00



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

Detail of In-Kind Contributions for this PROGRAM only: Includes Volunteers, Space, Utilities, etc. (Include anything not bought with cash revenues of the agency).

Donor*/Type of Contribution	Value of Contribution	Method of Valuation
Utilities	150.00	monthly utilities fee waiver
Hall	60.00	monthly Hall rental waiver
<i>Total Value of In-Kind</i> <i>(to match Program Budget Line Item.</i> Volunteer Contribution & Other In Kind)	N/A	N/A

* DONOR INFORMATION REFERS TO WHO MADE THE IN KIND CONTRIBUTION. VOLUNTEERS NEED NOT BE LISTED INDIVIDUALLY, BUT GROUPED TOGETHER ON ONE LINE AS A TOTAL NOTING HOW MANY HOURS PER PERSON PER WEEK

Agency Fiscal Year Start Date: January 1st

Does your Agency anticipate a significant increase or decrease in your budget from the current fiscal year to the budget projected for next fiscal year? NO YES

If YES, please explain:

N/A



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 6 – CERTIFICATIONS & ASSURANCES

By signing Section 7 of the Grant Application, the authorized official signing for the applicant organization certifies and assures to the best of his or her knowledge and/or belief the following Assurances and Certifications. If there is any reason why one or more of the assurances or certifications listed cannot be certified or assured, please explain in writing and attach to this application.

Standard Assurances

1. Applicant understands this application and its attachments as well as any resulting grant agreement, reports and proof of expenditure is subject to Kentucky's open records law.
2. Applicant will establish safeguards to prohibit employees or any person that receives compensation from awarded funds from using their position for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. Applicant and any sub grantee will give Louisville Metro Government access to and the right to examine all paper or electronic records related to the awarded grant for up to five years of the grant agreement date.
4. Applicant assures compliance with the grant requirements and will monitor the performance of any third party (sub-grantee).
5. The Agency is in good standing with the Kentucky Secretary of State, Louisville Metro Government, the Jefferson County Revenue Commission, the Internal Revenue Service, and the Louisville Metro Human Relations Commission.
6. Applicant understands failure to provide the services, programs, or projects included in the agreement will result in funds being withheld or requested to be returned if previously disbursed.
7. Applicant understands they must return to Louisville Metro any unexpended funds by July 31 following the Metro Louisville's fiscal year end
8. Applicant understands they must provide proof of all expenditures (canceled checks, receipts, paid invoices). The Applicant understands the failure to provide proof of expenditures as required in the grant agreement could result in funding being withheld or request to be returned if previously disbursed.
9. Applicant understands if this application is approved, the grant agreement will identify an award period that begins with the Metro Council approval date, and will end with June 30 of the fiscal year in which the grant is approved. Expenditures associated with this award expected to occur prior to the award period (approval date) must be disclosed in this application in order to be considered compliant with the grant agreement.
10. Applicant understands if we choose to incur expenditures prior to the approval of the application by the Metro Council, there is no guarantee that funding will be reimbursed, as the Council may choose not to award the application.
11. Applicant understands if the grant agreement is not returned to Louisville Metro within 90 days of its mailing to the applicant, the approval is automatically revoked.

Standard Certifications

1. The Agency certifies it will not use Louisville Metro Government funds for any religious, political or fraternal Activities.
2. The Agency has a written Affirmative Action/Equal Opportunity Policy.
3. The Agency does not discriminate in employment or in provision of any service/program/activity/event based on age, color, disabled status, national origin, race, religion, sex, gender identity or sexual orientation, or Vietnam era veteran status.
4. The Agency certifies it will not require clients, recipients, or beneficiaries to participate in religious, political, fraternal or like activities in order to receive services/benefits provided with Louisville Metro Government funds.
5. The Agency understands the Americans with Disabilities Act (ADA) and makes reasonable accommodations.

Relationship Disclosure: List below any relationship you or any member of your Board of Directors or employees has with any Councilperson, Councilperson's family, Councilperson's staff or any Louisville Metro Government employee.

BLYDEN KENNEDY - ASSOCIATE WITH LCKSE

SECTION 7 – CERTIFICATIONS & ASSURANCES

I certify under the penalty of law the information in this application (including, without limitation, "Certifications and Assurances") is accurate to the best of my knowledge. I am aware my organization will not be eligible for funding if investigation at any time shows falsification. If falsification is shown after funding has been approved, any allocations already received and expended are subject to be repaid. I further certify that I am legally authorized to sign this application for the applying organization and have initialed each page of the application.

Signature of Legal Signatory:	<i>Roland Kesseh</i>	Date:	01-07-2016
Legal Signatory: (please print):	Roland Kesseh	Title:	President
Phone:	502-295-2391	Extension:	
Email:	rolandkesseh@yahoo.com		

Liberian Community of Kentucky and Southern Indiana

Board of Directors and Staff

Name	Position	Term	Expiration
Harry Kpor	Chairman	Second	2013 - 2016
Matthew Karmo	Board Member	First	2013 - 2016
Morris Cooper	Board Member	First	2013 - 2016
Roland Kesseh	President	2013 - 2016	
Alex Zoudua	Secretary	2013 -2016	
Abigail Wilson	Treasurer	2013 -2016	

There are no paid staff - All volunteer positions

Board members serve a term of three years. There are no term limit.

LIBERIAN COMMUNITY OF KENTUCKY AND SOUTHERN INDIANA, INC.**General Information**

Organization Number	0593688
Name	LIBERIAN COMMUNITY OF KENTUCKY AND SOUTHERN INDIANA, INC.
Profit or Non-Profit	N - Non-profit
Company Type	KCO - Kentucky Corporation
Status	A - Active
Standing	G - Good
State	KY
File Date	8/31/2004
Organization Date	8/31/2004
Last Annual Report	4/15/2015
Principal Office	4801 SOUTHSIDE DR LOUISVILLE, KY 40214
Registered Agent	JOHN S. JALLAYU 4801 SOUTHSIDE DR LOUISVILLE, KY 40214

Current Officers

President	<u>ROLAND B KESSEH</u>
Vice President	<u>HARRY KPOR</u>
Secretary	<u>ALEX M ZODUA</u>
Treasurer	<u>LAURIE CORNETT</u>
Director	<u>HARRY KPOH</u>
Director	<u>TORWON LUOGON SR.</u>
Director	<u>DENIECE WILLIAMS</u>

Individuals / Entities listed at time of formation

Director	<u>SUSIE KARNEH</u>
Director	<u>SOLOMON K OUALAH</u>
Director	<u>ANTHONY ADIBUAH</u>
Director	<u>GRACE JACKSON</u>
Director	<u>FRANCIS MILLER</u>
Incorporator	<u>SUSIE KARNEH</u>
Incorporator	<u>SOLOMON K OUALAH</u>
Incorporator	<u>ANTHONY ADIBUAH</u>

Images available online

Documents filed with the Office of the Secretary of State on September 15, 2004 or thereafter are available as scanned images or PDF documents. Documents filed prior to September 15, 2004 will become available as the images are created.

[Amendment](#)

8/20/2015

1 page

[tiff](#)[PDF](#)

Annual Report	4/15/2015	1 page	PDF	
Reinstatement Certificate of Existence	1/17/2014 1:31:28 PM	2 pages	PDF	
Reinstatement	1/17/2014 1:29:42 PM	2 pages	PDF	
Reinstatement Approval Letter Revenue	1/17/2014 1:25:35 PM	1 page	PDF	
Principal Office Address Change	1/17/2014	1 page	tiff	PDF
Registered Agent name/address change	1/17/2014	1 page	tiff	PDF
Amendment	1/17/2014	4 pages	tiff	PDF
Administrative Dissolution	9/10/2011	1 page	PDF	
Annual Report Return	7/16/2010	2 pages	tiff	PDF
Annual Report	6/16/2010	1 page	tiff	PDF
Amendment	3/18/2010	1 page	tiff	PDF
Registered Agent name/address change	3/18/2010	1 page	tiff	PDF
Principal Office Address Change	3/18/2010	1 page	tiff	PDF
Annual Report Amendment	6/2/2009	1 page	PDF	
Annual Report Amendment	5/28/2009	1 page	tiff	PDF
Registered Agent name/address change	5/19/2009 4:02:55 PM	1 page	PDF	
Principal Office Address Change	5/19/2009 4:00:21 PM	1 page	PDF	
Annual Report	5/19/2009	1 page	PDF	
Annual Report	7/16/2008	1 page	tiff	PDF
Principal Office Address Change	7/16/2008	1 page	tiff	PDF
Registered Agent name/address change	7/16/2008	1 page	tiff	PDF
Reinstatement	8/14/2007	3 pages	tiff	PDF
Principal Office Address Change	8/14/2007	1 page	tiff	PDF
Statement of Change	8/14/2007	1 page	tiff	PDF
Administrative Dissolution	11/1/2005	1 page	PDF	
Articles of Incorporation	8/31/2004	2 pages	tiff	PDF

Assumed Names

Activity History

Filing	File Date	Effective Date	Org. Referenced
Amendment - Miscellaneous amendments	8/20/2015 11:24:17 AM	8/20/2015	
Annual report	4/15/2015 2:08:09 PM	4/15/2015 2:08:09 PM	
Amendment - Miscellaneous amendments	1/17/2014 1:45:43 PM	1/17/2014	
Registered agent address change	1/17/2014 1:32:37 PM	1/17/2014	

10/5/2015

Welcome to Fastrack Organization Search

Principal office change	1/17/2014 1:31:59 PM	1/17/2014
Reinstatement	1/17/2014 1:31:24 PM	1/17/2014
Application For Reinstatement	1/17/2014 1:18:44 PM	1/17/2014
Admin Dis. A. report not in	9/10/2011	9/10/2011
Annual report	6/16/2010 3:08:49 PM	6/16/2010
Registered agent address change	3/18/2010 2:48:39 PM	3/18/2010
Amendment - Change name	3/18/2010 2:47:34 PM	3/18/2010

LIBERIAN
COMMUNITY
ASSOCIATION OF
KENTUCKIANA INC.

Microfilmed Images

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

SEP 03 2015

LIBERIAN COMMUNITY OF KENTUCKY AND
SOUTHERN INDIANA INC
C/O ROLAND KESSEH
4801 SOUTHSIDE DR
LOUISVILLE, KY 40214-2111

Employer Identification Number:

DLN:

17053168302025

Contact Person:

MS. LEE

ID# 31208

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Public Charity Status:

509(a)(2)

Form 990 Required:

Yes

Effective Date of Exemption:

May 15, 2010

Contribution Deductibility:

Yes

Addendum Applies:

Yes

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

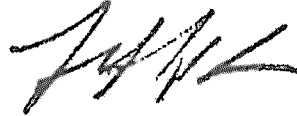
Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

LIBERIAN COMMUNITY OF KENTUCKY AND

Sincerely,

A handwritten signature in black ink, appearing to read "J. Cooper", written in a cursive style.

Jeffrey I. Cooper
Director, Exempt Organizations
Rulings and Agreements

Liberian Community of Kentucky and Southern Indiana

Board of Directors and Staff

Name	Position	Term	Expiration
Harry Kpor	Chairman	Second	2013 - 2016
Matthew Karmo	Board Member	First	2013 - 2016
Morris Cooper	Board Member	First	2013 - 2016
Roland Kesseh	President	2013 - 2016	
Alex Zoudua	Secretary	2013 -2016	
Abigail Wilson	Treasurer	2013 -2016	

There are no paid staff - All volunteer positions

Board members serve a term of three years. There are no term limit.

Liberian Community of Kentucky and Southern Indiana

Financial Statement - September 30, 2015

Projected Budget		Year -To-Date	
Revenues		Spent (Actual)	Balance
Gift, grants/Contributions	5,000.00	1,000.00	4,000.00
Membership fees	6,000.00	5,000.00	1,000.00
Gross investment Income			
Net Unrelated Business Income			
Taxes levied for your benefit			
Value of services or facilities			
Any revenue not otherwise listed			
Total Revenue	11,000.00	6,000.00	5,000.00
Expenditures			
Meeting/ Conference	500.00	400.00	100.00
Graduates Recognition Program	2,000.00	1,800.00	200.00
Occupancy (rent, Utilities, etc.)	3,500.00	500.00	3,000.00
Annual July Program	3,000.00	2,000.00	1,000.00
Outreach Activities	1,000.00	500.00	500.00
Contributions, gifts, grants paid out			
Stationery/ Misc	1,000.00	200.00	800.00
Compensation of officers			
Other salaries			
Interest expense			
Professional fees			
Total Expenditures	11,000.00	5,400.00	5,600.00

NOT FOR PROFIT CORPORATION

These Articles of Incorporation (the "Agreement") are made and effective January 17, 2014

BY: JOHN S. JALLAYU (the "first incorporator"), a Corporation organized and existing under the Laws of the State of Kentucky, with its head office located at: 4801 Southside Drive, Louisville, KY 40214.

AND: ROLAND KESSEH (the "Second incorporator"), a corporation organized and existing under the Laws of the state of Kentucky, with its head office located at: 4801 Southside Drive, Louisville, KY 40214.

ARTICLE I

Articles of Incorporation of Liberian Community of Kentucky and Southern Indiana
The undersigned acting as incorporators under the not-for-profit Corporation act of the state of Kentucky, adopt the following Articles of Incorporation for such corporation.

ARTICLE II

NAME OF THE CORPORATION

The name of the corporation hereinafter referred to as the "Corporation" is Liberian Community of Kentucky and Southern Indiana (LCKSI).

ARTICLE III

PERIOD OF DURATION

The period of duration of the Corporation is perpetual

ARTICLE IV

PURPOSES OF THE CORPORATION

The Corporation is organized exclusively for Social, Charitable, Educational and Culture purposes, including for such purposes, the making of distributions that qualify as exempt organization under section 501 (3) (c) of REVENUE CODE OR LAW, or corresponding section of and future Federal tax code. The Corporation may receive and administer funds for social, charitable, educational and culture purposes, within the meaning of section 501 (3) (c) of REVENUE CODE OR LAW and to that end, the corporation is empowered to hold property, or any undivided interest therein, without limitation as to amount or value; to dispose of any such property and to invest, reinvest, or deal with the principal or the income in such manner as, in the judgment of the directors, will best promote the purposes of the corporation, without limitation, except such limitations, if any as may be contained in the instrument under which such property is received, these Articles of Incorporation, the be-laws of the corporation or any applicable laws, to do any other act or thing incidental to or connected with the foregoing purposes or in advancement thereof, but not for the pecuniary profit or financial gain of its directors or officers except as permitted under the not-for-profit corporation law.

ARTICLE V

EARNINGS

No part of the net earnings of the corporation shall inure to the benefit of any member, trustee, officers of the corporation, or any private individual, except that reasonable compensation may be paid for services rendered to or for the corporation affecting one or more of its purposes, and no member, trustee, officer of the corporation or private individual shall be entitled to share in distribution of any of the corporate assets on dissolution of the corporation. On substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting, to influence legislation, and the corporation shall not participate in or intervene in, including the publication or distribution of statements, any political campaign on behalf of any candidate for public office.

ARTICLE VI

DISSOLUTION

Upon the dissolution of the corporation or the winding up of its affairs, the assets of the corporation shall be distributed exclusively to one or more charitable, religious, scientific, testing for public safety, literary or educational organization which would then qualify under the provision of section 501 (3) (c) of the REVENUE CODE or LAW and its regulation as now exist or as they may be hereafter amended, or to the Federal Government, or State or Local Government, for public purpose. Any such assets not so disposed of shall be disposed of by the court of common pleas of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations as said court shall determine which are organized and operated exclusively for such purposes.

ARTICLE VII

QUALIFICATION FOR MEMBERSHIP

The qualification for membership and the manner of their admission shall be regulated by the by-laws.

ARTICLE VIII

ADDRESS OF THE CORPORATION

The initial street address in the State of Kentucky of the initial registered office of the corporation is: 4801 Southside Drive, Louisville, KY 40214, and the initial registered agent at such address is John S. Jallayu

ARTICLE IX

TERRITORY

The territory in which the operations are principally to be conducted is: United States of America and its territories and possessions, but the operations of the corporation shall not be limited to such territory.

ARTICLE X

BOARD OF DIRECTORS

The initial board of directors shall consist of at least three (3) members, who need not be residents of the State of Kentucky.

COMMONWEALTH OF KENTUCKY
TREY GRAYSON
SECRETARY OF STATE



0593688.09 P.Blevins
Trey Grayson NAOI
Secretary of State
Received and Filed
08/31/2004 12:26:00 PM
Fee Receipt: \$8.00

ARTICLES OF INCORPORATION
Nonprofit Corporation

For the purposes of forming a nonprofit corporation in Kentucky Pursuant to KRS Chapter KRS 273, the undersigned Incorporator(s) hereby submit(s) the following Articles of Incorporation to the Secretary of State for filing:

Article I: The name of the corporation is Liberians Community Association of Kentudiana Inc.

Article II: The purpose for which the corporation is organized is to bring our community together and help our children.

Article III: The street address of the corporation's initial registered office in Kentucky is 4421 Culpepper Circle Louisville Ky 40241

and the name of the initial registered agent at that office is Fredrick Flemister

Article IV: The mailing address of the corporation's principal office is 4421 Culpepper Circle Louisville Ky 40241

Article V: The number of directors constituting the initial board of directors is 5. The names and mailing addresses of the persons who are to serve as the initial board of directors are as follows:

Solomon Qualah 1436 So. Floyd St. Louisville Ky 40208

Susie Kameh 323 S. Wenzel St. Louisville Ky 40204

Grace Jackson 9413#7 Doral Ct Louisville Ky 40220

Article VI: The name and mailing address of each incorporator is Susie Kameh 323 S. Wenzel St Lou Ky 40204

Solomon K. Qualah 1436 So. Floyd St. Lou. Ky 40208

Anthony Adibuab 3412 Susanna Dr. Louisville, Ky 40213

Executed by the Incorporator(s) on August 21, 2004

Susie Kameh
Signature of Incorporator

Dan Duffalo
Signature of Incorporator

I, Fredrick Flemister, consent to serve as the registered agent on behalf of the corporation.

Fredrick Flemister
Signature of Registered Agent

President
Type or Print Name & Title

This form does not comply with the 501 (C) status. You should contact the Internal Revenue Service prior to filing the Articles of incorporation.



COMMONWEALTH OF KENTUCKY
ALISON LUNDERGAN GRIMES, SECRETARY OF STATE

0593688.09 amcray
AMD
Allison Lundergan Grimes
Kentucky Secretary of State
Received and Filed:
8/20/2015 11:24 AM
Fee Receipt: \$8.00

Division of Business Filings Business Filings PO Box 718 Frankfort, KY 40602 (502) 564-3490 www.sos.ky.gov	Articles of Amendment (Domestic Nonprofit Corporation)	NPA
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Pursuant to the provisions of KRS 14A and KRS Chapter 273, the undersigned applies to amend articles and, for that purpose, submits the following statements:

1. The name of the corporation on record with the Office of the Secretary of State is:
Liberian Community of Kentucky and Southern Indiana, Inc.

(The name must be identical to the name on record with the Secretary of State.)

2. The text of each amendment adopted: The Purpose of the corporation was amended as stated below:

PURPOSES OF THE CORPORATION

Liberian Community of Kentucky and Southern Indiana is organized exclusively for charitable, religious, educational and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations described under section 501(c) (3) of the INTERNAL REVENUE CODE, or corresponding section of any future Federal tax code.

3. The date of adoption of each amendment was August 15, 2015

4. Check either a, b or c (whichever is applicable):

- a. The amendment(s) was (were) duly adopted by a quorum present at such meeting and that such amendment received at least two-thirds (2/3) of the votes which members present at such meeting or represented by proxy were entitled to cast.
- b. The amendment(s) was (were) duly adopted by consent in writing and was (were) signed by all members entitled to vote with respect thereto.
- c. The amendment(s) was (were) duly adopted by the board of directors and such amendment(s) received the vote of a majority of the directors in office since there are no members or members entitled to vote.

5. This application will be effective upon filing, unless a delayed effective date and/or time is provided. The effective date or the delayed effective date cannot be prior to the date the application is filed. The date and/or time is _____

(Delayed effective date and/or time)

I declare under penalty of perjury under the laws of Kentucky that the forgoing is true and correct.

	Roland Kesseh	President	8-20-15
Signature of Officer or Chairman of the Board	Printed Name	Title	Date

0593688.09 dcoornish
AMD
Alison Lundergan Grimes
Kentucky Secretary of State
Received and Filed:
1/17/2014 1:45 PM
Fee Receipt: \$8 00



COMMONWEALTH OF KENTUCKY
ALISON LUNDERGAN GRIMES, SECRETARY OF STATE

Division of Business Filings Business Filings PO Box 718 Frankfort, KY 40602 (502) 564-3490 www.sos.ky.gov	Articles of Amendment (Domestic Nonprofit Corporation)	NPA
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Pursuant to the provisions of KRS 14A and KRS Chapter 273, the undersigned applies to amend articles and, for that purpose, submits the following statements:

1. The name of the corporation on record with the Office of the Secretary of State is:
LIBERIAN COMMUNITY OF KENTUCKY and SOUTHERN INDIANA
(The name must be identical to the name on record with the Secretary of State.)

2. The text of each amendment adopted: See attachment IAC

3. The date of adoption of each amendment was January 17, 2014

4. Check either a, b or c (whichever is applicable):
- a. The amendment(s) was (were) duly adopted by a quorum present at such meeting and that such amendment received at least two-thirds (2/3) of the votes which members present at such meeting or represented by proxy were entitled to cast.
 - b. The amendment(s) was (were) duly adopted by consent in writing and was (were) signed by all members entitled to vote with respect thereto.
 - c. The amendment(s) was (were) duly adopted by the board of directors and such amendment(s) received the vote of a majority of the directors in office since there are no members or members entitled to vote.

5. This application will be effective upon filing, unless a delayed effective date and/or time is provided. The effective date or the delayed effective date cannot be prior to the date the application is filed. The date and/or time is _____
(Delayed effective date and/or time)

I declare under penalty of perjury under the laws of Kentucky that the foregoing is true and correct.

	John S. Jallay	President	1-17-2014
Signature of Officer or Chairman of the Board	Printed Name	Title	Date

LEASE

BASIC RENTAL AGREEMENT

This Rental Agreement or Lease shall evidence the complete terms and conditions under which the parties whose signatures appear below have agreed. Landlord/Lessor, Americana Community Center, Inc., shall be referred to as "LESSOR" and Tenant(s)/Lessee, Liberian Comm. Assoc. of Kentuckiana, shall be referred to as "LESSEE." As consideration for this agreement, LESSOR agrees to rent/lease to LESSEE and LESSEE agrees to rent/lease from LESSOR for use solely as office space, the premises located at 4801 Southside Drive in the city of Louisville, Kentucky.

1. **TERMS:** LESSEE agrees to pay \$ 250.00 per month on the 1 day of each month.

This agreement shall commence on June 1, 2013 and continue on a month-to-month tenancy until either party shall terminate this agreement by giving a written notice of intention to terminate at least 30 days prior to the date of termination.

2. **PAYMENTS:** Rent and/or other charges are to be paid at such place or method designated by the LESSOR. All payments are to be made by check or money order and cash shall be acceptable. LESSOR acknowledges receipt of the First Month's rent of \$ 250.00, and a Security Deposit of \$, and additional charges/fees for N/A, for a total payment of \$ 250.00. All payments are to be made payable to:

Americana Community Center, Inc.
4801 Southside Drive
Louisville KY 40214

3. **SECURITY DEPOSITS:** The total of the above deposits shall secure compliance with the terms and conditions of this agreement and shall be refunded to LESSEE within N/A days after the premises have been completely vacated less any amount necessary to pay LESSOR; a) any unpaid rent, b) cleaning costs, c) key replacement costs, d) cost for repair of damages to premises and/or common areas above ordinary wear and tear, and e) any other amount legally allowable under the terms of this agreement. A written accounting of said charges shall be presented to LESSEE within N/A days of move-out. If deposits do not cover such costs and damages, the LESSEE shall immediately pay said additional costs for damages to LESSOR.

4. **LATE CHARGE:** A late fee of \$ N/A, (not to exceed 0 % of the monthly rent), shall be added and due for any payment of rent made after the of the month. Any dishonored check shall be treated as unpaid rent, and subject to an additional fee of \$ N/A.

5. **UTILITIES:** LESSEE agrees to pay all utilities and/or services based upon occupancy of the premises except N/A.

6. **LIQUID FILLED FURNISHINGS:** No liquid filled furniture, receptacle containing more than ten gallons of liquid is permitted without prior written consent and meeting the requirements

of the LESSOR. LESSEE also agrees to carry insurance deemed appropriate by LESSOR to cover possible losses that may be caused by such items.

7. PARKING: Parking space shall not be used for the washing, painting, or repair of vehicles.

8. NOISE: LESSEE agrees not to cause or allow any noise or activity on the premises which might disturb the peace and quiet of another LESSEE and/or neighbor. Said noise and/or activity shall be a breach of this agreement.

9. DESTRUCTION OF PREMISES: If the premises become totally or partially destroyed during the term of this Agreement so that LESSEE'S use is seriously impaired, LESSOR or LESSEE may terminate this Agreement immediately upon three day written notice to the other.

10. CONDITION OF PREMISES: LESSEE acknowledges that he has examined the premises and that said premises, all furnishings, fixtures, furniture, plumbing, heating, electrical facilities, all items listed on the attached property condition checklist, if any, and/or all other items provided by LESSOR are all clean, and in good satisfactory condition except as may be indicated elsewhere in this Agreement. LESSEE agrees to keep the premises and all items in good order and good condition and to immediately pay for costs to repair and/or replace any portion of the above damaged by LESSEE, his guests and/or invitees, except as provided by law. At the termination of this Agreement, all of above items in this provision shall be returned to LESSOR in clean and good condition except for reasonable wear and tear and the premises shall be free of all personal property and trash not belonging to LESSOR. It is agreed that all dirt, holes, tears, burns, and stains of any size or amount in the drapes, walls, fixtures, and/or any other part of the premises, do not constitute reasonable wear and tear.

11. ALTERATIONS: LESSEE shall not paint, wallpaper, alter or redecorate, change or install locks, install antenna or other equipment, screws, fastening devices, large nails, or adhesive materials, place signs, displays, or other exhibits, on or in any portion of the premises without the written consent of the LESSOR except as may be provided by law.

12. PROPERTY MAINTENANCE: LESSEE shall deposit all garbage and waste in a clean and sanitary manner into the proper receptacles and shall cooperate in keeping the garbage area neat and clean. LESSEE shall be responsible for disposing of items of such size and nature as are not normally acceptable by the garbage hauler. LESSEE shall be responsible for keeping the kitchen and bathroom drains free of things that may tend to cause clogging of the drains. LESSEE shall pay for the cleaning out of any plumbing fixture that may need to be cleared of stoppage and for the expense or damage caused by stopping of waste pipes or overflow from wash basins, or sinks.

13. CHANGE OF TERMS: The terms and conditions of this agreement are subject to future change by LESSOR after the expiration of the agreed lease period upon 30-day written notice setting forth such change and delivered to LESSEE. Any changes are subject to laws in existence at the time of the Notice of Change Of Terms.

14. TERMINATION: This agreement is automatically renewed from month to month, but may be terminated by either party giving to the other a 30-day written notice of intention to terminate.

Where laws require "just cause", such just cause shall be so stated on said notice. The premises shall be considered vacated only after all areas including storage areas are clear of all LESSEE'S belongings, and keys and other property furnished for LESSEE'S use are returned to LESSOR. Should the LESSEE hold over beyond the termination date or fail to vacate all possessions on or before the termination date, LESSEE shall be liable for additional rent and damages which may include damages due to LESSOR'S loss of prospective new renters.

15. POSSESSION: If LESSOR is unable to deliver possession of the office space to LESSEE on the agreed date, because of the loss or destruction of the office space or because of the failure of the prior LESSEE to vacate or for any other reason, the LESSEE and/or LESSOR may immediately cancel and terminate this agreement upon written notice to the other party at their last known address, whereupon neither party shall have liability to the other, and any sums paid under this Agreement shall be refunded in full. If neither party cancels, this Agreement shall be prorated and begin on the date of actual possession.

16. INSURANCE: LESSEE acknowledges that LESSOR'S insurance does not cover personal property damage caused by fire, theft, rain, war, acts of God, acts of others, and/or any other causes, nor shall LESSOR be held liable for such losses. LESSEE is hereby advised to obtain his own insurance policy to cover any personal losses.

17. RIGHT OF ENTRY AND INSPECTION: LESSOR may enter, inspect, and/or repair the premises at any time in case of emergency or suspected abandonment. LESSOR shall give 24 hours advance notice and may enter for the purpose of showing the premises during normal business hours to prospective renters, lenders, for smoke alarm inspections, and/or for normal inspections and repairs. LESSOR is permitted to make all alterations, repairs and maintenance that in LESSOR'S judgment are necessary to perform.

18. ASSIGNMENT: LESSEE agrees not to transfer, assign or sublet the premises or any part thereof.

19. PARTIAL INVALIDITY: Nothing contained in this Agreement shall be construed as waiving any of the LESSOR'S or LESSEE'S rights under the law. If any part of this Agreement shall be in conflict with the law, that part shall be void to the extent that it is in conflict, but shall not invalidate this Agreement nor shall it affect the validity or enforceability of any other provision of this Agreement.

20. NO WAIVER: LESSOR'S acceptance of rent with knowledge of any default by LESSEE or waiver by LESSOR of any breach of any term of this Agreement shall not constitute a waiver of subsequent breaches. Failure to require compliance or to exercise any right shall not be constituted as a waiver by LESSOR of said term, condition, and/or right, and shall not affect the validity or enforceability of any provision of this Agreement.

21. ATTORNEY FEES: If any legal action or proceedings be brought by either party of this Agreement, the prevailing party shall be reimbursed for all reasonable attorney's fees and costs in addition to other damages awarded.

22. **OBLIGATIONS:** The undersigned LESSEE is responsible and liable for all obligations under this agreement.

23. **REPORT TO CREDIT/TENANT AGENCIES:** You are hereby notified that a nonpayment, late payment or breach of any of the terms of this rental agreement may be submitted/reported to a credit and/or tenant reporting agency, and may create a negative credit record on your credit report.

24. **LEAD NOTIFICATION REQUIREMENT:** For rental dwellings built before 1978, LESSEE acknowledges receipt of the following: (Please check)

Lead Based Paint Disclosure Form

EPA Pamphlet

25. **ADDITIONS AND/OR EXCEPTIONS**

N/A

26. **NOTICES:** All notices to LESSEE shall be served at LESSEE'S premises and all notices to LESSOR shall be served at 4801 Southside Drive, Louisville KY 40214.

27. **INVENTORY:** The premises contains the following items, that the LESSEE may use.

Desk, computer, chair

28. **KEYS AND ADDENDUMS:** LESSEE acknowledges receipt of the following which shall be deemed part of this Agreement: (Please check)

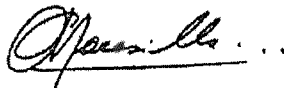
1 Keys #of keys and purposes Unlock office door

Other _____

29. **ENTIRE AGREEMENT:** This Agreement constitutes the entire Agreement between LESSOR and LESSEE. No oral agreements have been entered into, and all modifications or notices shall be in writing to be valid.

30. **RECEIPT OF AGREEMENT:** The undersigned LESSEES have read and understand this Agreement and hereby acknowledge receipt of a copy of this Rental Agreement.

LESSEE'S Signature _____



Date 08/31/2015

LESSOR'S Signature _____



Date 08/31/2015

Americana Community Center
 Louisville, KY 40214

Statement

Date
9/16/2015

To:
Liberian Comm. Assoc. of Kentuckiana

		Amount Due	Amount Enc.		
		\$3,000.00			
Date	Transaction	Amount	Balance		
08/31/2015	Balance forward		2,500.00		
09/01/2015	INV #1282. --- Rent, 1 @ \$250.00 = 250.00	250.00	2,750.00		
10/01/2015	INV #1283. --- Rent, 1 @ \$250 = 250.00	250.00	3,000.00		
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
0.00	500.00	0.00	250.00	2,250.00	\$3,000.00

