
Partner Agency Facility Usage Questionnaire

Note: All sections must be completed in order to process request.

Entity Information:

Official Name: Partners for Youth Foundation, Inc.

Address: 342 East Main Street, Lexington, KY 40507

Non-profit? YES X No

If yes, please provide details (type of organization, date, certification,..):

501 (c) 3 established April 20, 1995

Federal Tax ID Number: 61-1285038

Overview (List ALL services provided):

- * Grassroots Grant Program (Distribute grants to programs for at-risk youth)
- * Scholarship Program (Distribute scholarships to youth for higher education)
- * Mayor's Youth Council (lead bi-weekly events for high school youth)
- * IDO Initiative (Facilitate meetings in at-risk neighborhoods to support youth)

Entity Authorized Contact Name: Laura P. Hatfield, Executive Director

Entity contact Number (Office) 258-3119 (Cell) 276-1701 (E-mail) lhatfield@lexmynky.gov

The following support documents must be attached to GS-101:

- Current annual report filed with the Kentucky Secretary of State
- Mission Statement
- Organizational chart
- Source, amount & duration of funding (private, state or federal, loan; Grants, ..)
- Business plan
- Anticipated organizational budget identifying the proposed amount for lease and operational expenses.
- Annual cash flow report (if an existing entity). If new, a projected annual CF report must be submitted.

Please submit the questionnaire and all required attachments to the department responsible for conducting the initial evaluation.

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LFUCG Internal Evaluation:

Requesting Department / Division: Department of Social Services

Proposed initial length of agreement : Year 5 Months (with auto 1 year annual renewals unless terminated by either party)

Note: All lease agreements to expire by June 30th

Requested By:

Name: Beth Mills Title: Commissioner Social Services Date: 12/11/2014

Approval () initials Title: Director / Deputy Director Date: _/_/_

Approval () initials Title: Commissioner Date: _/_/_

Comment:

Entity Evaluation & Overview:

Entity meets Urban County need YES NO

Please provide detail:

Partners for Youth was created by the Mayor's Office and has been funded by that office for the past 20 years. The agency acts as a clearinghouse for community contributions including money and in-kind assistance to programs serving young people. Mayor Pam Miller founded the program in 1995 after the shooting and death of an African American youth by a white police officer in October 1994 to deal with public discussion and apparent despair felt by segments of our city's youth.

PARTNERSHIP OBLIGATION CLASSIFICATION:

Entity and LFUCG are parties to an agreement whereas facility funding is required by ordinance, contract

or Resolution (other than a PSA) YES NO

Provide detail.

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PROPOSED LEASE & SPACE ALLOCATION:

Number of Employees: 2 (FT) 2 (PT)

Requested Space: 491 (Sft.)

Proposed Location Address:

O&M Expenses (\$/Sft./Yr.): (\$)7.53 (Determined by Real Estate Property Section)

Note: Tenant may be required to submit Space Needs Analysis form provided by Department of General Services

RENT ANALYSIS:

I) Calculated Fair Market Rent: \$16.20 \$/Sft./Yr. (Determined by Real Estate/Properties Section)

Note: Tenant to pay its pro-rata share of all direct & indirect operating and maintenance expenses plus base rent.

II) Calculated O&M Costs: \$7.53 \$/Sft./Yr. (Determined by Real Estate/Properties Section)

III) Calculated Base Rent (I-II): \$8.67 \$/Sft./Yr.

IV) Proposed adjustments/subsidies/assistance applied toward base rent (III) only (By others)

Reduction %: 100.00 (\$/Sft./Yr.): \$16.20 (\$/Year): \$7,954.20

V) Final Adjusted Rent (I-IV): \$0.00 Yr. or, \$/Sft./Yr. \$0.00

Please identify the source of funding to offset any proposed adjustments/reductions

Approved by:

Beth R. Mills, DSS

Date: 12/11/14

Commissioner of Requesting Department

Jeff Bell

Date: 12/16/14

Director of Facilities & Fleet Management

Deaf Dal

Date: 12/15/14

Commissioner of General Services

Date: _/_/

CAO

Note:

The Department of General Services will initiate the Blue Sheet process for Council's review and final approval once all of the appropriate signatures have been secured.