

**PURCHASE OF SERVICE AGREEMENT**

THIS PURCHASE OF SERVICE AGREEMENT, made and entered into on the \_\_\_\_\_ day of January 2025, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS Chapter 67A (“Government”), 200 East Main Street, Lexington, Kentucky 40507, on behalf of the Chief Development Officer (“CDO”) and **COMMERCE LEXINGTON, INC.**, a Kentucky corporation, (“Organization”) with offices located at 330 East Main Street, Lexington, with a mailing address of Post Office Box 1968, Lexington, Kentucky 40588, with an effective date of January 1, 2025

**WITNESSETH**

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. This Agreement shall include the following additional documents, which are attached hereto as exhibits and incorporated herein by reference as if fully stated:

- A. Exhibit “A” – Scope of Work
- B. Exhibit “B” – Quarterly Questionnaire
- C. Exhibit “C” – Annual Questionnaire

To the extent that there is any conflict between or among any of these documents, the terms and provisions of this Agreement shall prevail, followed by terms and provisions of Exhibit “A”, “B”, and “C” in that order.

2. For the purposes of this Agreement, “Quarterly Report” shall mean the Quarterly Questionnaire attached hereto as Exhibit B (or a similar form created and provided to Organization by the Government). “Year-End Report” shall mean the Annual

Questionnaire attached hereto as Exhibit C (or a similar form created and provided to Organization by the Government).

3. Government hereby retains Organization for the period beginning on January 1, 2025, and continuing for a period of twenty-four (24) months from that date unless within that period: 1) Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization or 2) Organization gives the Government ninety (90) days written notice of termination of this Agreement in which case this Agreement shall terminate ninety (90) days from the date notice is given to Government.

4. Over the period of two (2) calendar years, Government shall pay Organization a total amount not to exceed One Hundred and Forty Thousand Dollars and 00/100 Cents (\$140,000.00) ("Funds") for the performance of the services required by this Agreement, said services being more particularly described in Exhibit A attached hereto and incorporated herein by reference. The portion of the Funds provided per calendar year shall not exceed Seventy Thousand Dollars and 00/100 Cents (\$70,000.00). Payments shall be made quarterly for expenditures the Organization actually incurred, only after receipt of the Quarterly Report, detailed accounting statement, and quarterly invoices, accompanied by data and receipts supporting the reimbursement request to the satisfaction of Government. No quarterly payment shall exceed \$17,500.00, which is one-fourth (1/4<sup>th</sup>) of the Funds allotted per calendar year (the amount of Funds allotted per calendar year being not more than \$70,000.00). The Funds are limited to the services provided herein and may not be spent by the

Organization for any other purpose without the prior written consent of the Government. Absent any additional written agreement stating otherwise any travel or other expenses are included in the above payment.

a. The Funds are to be used exclusively for Organization's Community Minority & Business Development Program. Government may deny requests for reimbursement if, in its sole determination, the expenditures being reimbursed do not comply with this requirement.

b. Government shall have thirty (30) days from the date of approval of an invoice to pay the invoiced amount. Government reserves the right to refuse payment if it is determined by Government that the services performed or materials provided for the services are inadequate or defective.

c. Any funds remaining after submission of the final quarterly report, final accounting statement, and invoice shall lapse.

d. The amount of Funds used for Organization's administrative costs shall not exceed \$17,500.00 per calendar year.

e. Organization acknowledges that Government is a governmental entity, and that the validity of this Agreement is based upon the availability of appropriated funding. In the event that such funding is not appropriated in a future fiscal year, Government's obligations under this Agreement shall automatically expire without penalty to the Government thirty (30) days after written notice to Organization. Government shall exercise any application of this provision in good faith.

5. Organization agrees that the Funds provided under this Agreement shall be used only for local economic development in Fayette County through Organization's Community & Minority Business Development Program and shall not be used, in whole or in part, for the Organization's regional economic development efforts. The parties understand that "local economic development" should be interpreted strictly to exclude economic development activities in, or for the benefit of, other counties. Organization shall keep the Funds in a separate account apart from any funds held for regional economic development, which may be reviewed and audited by Government as provided in paragraph 15 of this Agreement.

6. In the event of termination of this Agreement as provided for in Paragraph 3 above, Organization shall be entitled to that portion of total compensation due under this Agreement, as the service rendered bears to the total service required hereunder.

7. Organization will support the economic development agenda and efforts of the Lexington-Fayette Urban County Government/Lexington Economic Partnership and shall perform all duties and services specified in Exhibit A faithfully and satisfactorily at the time, place, and for the duration prescribed herein. Organization shall keep itself fully informed of all national and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on Organization's violation of any such laws, ordinances or regulations. This indemnification provision shall survive the termination of this Agreement.

8. At all times relevant to the performance of this Agreement, Organization shall maintain insurance coverages in at least the following amounts, which shall be properly filed and approved by the Kentucky Department of Insurance. Evidence of such coverage shall be made available to LFUCG upon request. General Liability (\$1 million per occurrence, \$2 million aggregate or \$2 million combined single limit); Commercial Automobile Liability (combined single, \$1 million per occurrence); (if applicable) Professional Liability (\$1 million per occurrence, \$2 million aggregate); Worker's Compensation (Statutory); and Employer's Liability (\$1 million).

9. Organization shall indemnify, defend and hold harmless Government, its elected and appointed officials, employees, agents, volunteers, and successors in interest, from and against any and all liability, damages, and losses, including but not limited to: demands, claims, liens, suits, notices of violation from governmental agencies, obligations, causes of action, judgments, penalties, fines, liens, costs, expenses, interest, defense costs and reasonable attorney's fees that are in any way incidental to or connected with, or that arise or are alleged to have arisen, directly or indirectly, from or by Organization's performance of or breach of this Agreement and/or the provision of goods or services, provided that (a) it is attributable to personal injury, bodily injury, sickness, or death, or to injury to or destruction of property (including the loss of use resulting therefrom), or to or from the negligent acts, errors or omissions or willful misconduct of the Organization; and (b) not caused solely by the willful misconduct of the Government. The Parties understand and agree that the Organization's obligation to defend the Government includes the obligation to investigate, handle, respond to, resist, provide a defense for, and defend claims, at Organization's expense, using attorneys

approved in writing by the Government, which approval shall not be unreasonably withheld. The Parties also understand and agree that the Organization's obligation to indemnify includes, but is not limited to: attorney fees and expenses, costs of litigation, court and administrative costs, expert witness fees and expenses, judgments, fines, penalties, interest, all environmental cleanups and remediation costs of whatever kind, and any liability arising from death, injury, or damage of any kind, to any person, including employees and agents of Organization and Government, and damage to, or destruction of, any property, including the property of Government. This provision shall in no way be limited by any financial responsibility or insurance requirements, and shall survive the termination of this Agreement. Organization understands that Government is a political subdivision of the Commonwealth of Kentucky and acknowledges and agrees that the Government is unable to provide indemnity or otherwise save, hold harmless, or defend the Organization in any manner.

10. Organization represents that it has filed any federal, state or local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the aforementioned tax returns filed for the Organization's most recent or current tax year are provided by the Organization to the CDO, and the Organization shall not be compensated unless and until such requirement has occurred.

11. By no later than the tenth (10<sup>th</sup>) of the month following the end of each quarter (e.g.: Thursday, April 10, 2025; Thursday, July 10, 2025; Friday, October 10, 2025; and Saturday, January 10, 2026; Friday, April 10, 2026; Friday, July 10, 2026; Saturday, October 10, 2026; and Sunday, January 10, 2027), the Organization shall submit electronically, a

detailed accounting statement, a quarterly invoice, accompanied by receipts supporting the reimbursement request, and a Quarterly Report to the CDO, on such forms as the CDO shall provide. Organization shall attend Lexington Economic Development Investment Board meetings, and any special meetings, at the call of the Chair to answer any questions regarding the Quarterly Report. No later than December 31, 2025 and December 31, 2026 Organization shall provide a Year-End Report electronically to the CDO. Failure to electronically submit the reports, accounting statements, and invoices, with supporting documentation, described herein by the required dates shall result in the payment to Organization being withheld until all reports, accounting statements, invoices, and supporting documentation referenced by this Agreement are submitted to and approved by the CDO. In addition, Organization shall be required to present a progress report as to its activities annually, or as additionally required, before the Lexington-Fayette Urban County Council's Budget, Finance & Economic Development Committee, Lexington Economic Development Investment Board, or as otherwise instructed by the Government. Failure to make the requested presentation shall require funding to be withheld until this requirement is fulfilled. Final payment is conditioned upon receipt and approval of the Year-End Report, the final Quarterly Report, final quarterly accounting statement, and final quarterly invoice with supporting documentation. Organization shall provide LFUCG with any other reports and items related to the provisions of the Services in the form and manner reasonably specified by the Office of the Chief Development Officer in order to verify compliance with this Agreement.

12. Organization agrees to participate in quarterly meetings of the Lexington Economic Partnership members. These meetings are to update other partners on efforts related to funding from Lexington-Fayette Urban County Government.

13. At no time shall the Organization require membership in the organization from any company, organization, or individual for services paid for in whole or in part with the assistance of funding from LFUCG.

14. Any Lexington-Fayette Urban County Government employee who is compensated under this Agreement shall receive approval from the Lexington-Fayette Urban County Government Ethics Commission.

15. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization related to this Agreement. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization relating to the LFUCG funds provided hereunder at all reasonable times, and if it desires, it may have said books and papers of the Organization audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

16. Government may designate such persons as may be necessary to monitor and evaluate the services rendered hereunder by the Organization. The Government, its agents and employees, shall, have reasonable access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring



of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, or to constitute Organization an agent of the Government.

17. Organization shall provide equal opportunity in employment for all qualified persons, and shall (a) prohibit discrimination in employment because of race, color, creed, national origin, sex, age, sexual orientation, gender identity, or handicap, (b) promote equal employment through a positive, continuing program of equal employment, and (c) cause any subcontractor or agency receiving funds provided pursuant to this Agreement to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices. Organization agrees to comply with LFUCG's Fairness Ordinance (Ordinance No. 201-99) and all sources of applicable law, including those specified in any Exhibit attached to this Agreement and incorporated herein by reference.

18. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to the CDO for review within thirty (30) days of the execution of this Agreement.

19. The Organization agrees that all revenue and expenditures related to this agreement shall be audited at least annually by independent certified public accountants who shall express an opinion as to whether or not revenue and expenditures during the year audited have conformed to state and local law and regulation. A copy of this audit,

or clean audit opinion letter from an independent certified public accountant, shall be submitted to the CDO within 10 days of completion.

20. In no event shall the parties be construed, held or become in any way for any purpose the employee of the other party, or partners, associates or joint ventures in the conduct of their respective endeavors or otherwise.

21. Organization may not assign any of its rights and duties under this Agreement without the prior written consent of LFUCG.

22. This Agreement does not create a contractual relationship with or right of action in favor of a third party against either Organization or LFUCG.

23. Organization agrees that it shall apply all funds received pursuant to this Agreement from the Urban County Government in accordance with the following investment policy guidelines:

- A. Objectives-- Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these Policies.
- B. Investment Funds Management-- The governing board may elect to either:
  - (1) Manage its investments through its executive director where the size or complexity of funds to be managed is deemed by the board to be within the training, expertise and/or available time capacity of the executive director and the operating staff;

-or-

- (2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulations. The trust department may utilize its regular short-term 100% U.S. Treasury Fund for daily funds investment. The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of

option 2 the cost shall be competitive among local trust departments.

C. Investment Policies-- Safety and Prudence.

- (1) Short-term liquidity funds shall be invested in "riskless" investments, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least 100%, or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

- (2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.
- (3) All investments shall be reviewed monthly by a finance or investment committee of the agency.
- (4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are fully insured.

- D. Audit-- All investments shall be audited at least annually by independent certified public accountants who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

24. This instrument contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not

be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

25. This Agreement shall be governed in all respects by the laws of the Commonwealth of Kentucky and venue for all actions shall lie in the Circuit Court of Fayette County, Kentucky.

26. The waiver by either party of any breach of any provision of this Agreement shall not constitute a continuing waiver or waiver of any subsequent breach by either party of either the same or another provision.

27. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Commerce Lexington, Community Minority and Business  
Development Program  
330 East Main Street  
Lexington, Kentucky 40507  
Att: Bob Quick, President & Chief Executive Officer  
(or as otherwise designated in writing by Organization)

For Government:

Lexington-Fayette Urban County Government  
200 East Main Street  
Lexington, Kentucky 40507  
Att: Kevin Atkins, Chief Development Officer

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN  
COUNTY GOVERNMENT

BY: \_\_\_\_\_  
LINDA GORTON, MAYOR

ATTEST:

\_\_\_\_\_  
Abigail Allan, Clerk of the Urban County Council

COMMERCE LEXINGTON, INC.

BY: \_\_\_\_\_  
CARLA BLANTON, CHAIR

ATTEST:

\_\_\_\_\_  
WITNESS: \_\_\_\_\_  
DATE: \_\_\_\_\_

## **EXHIBIT “A”**

### **Lexington/Fayette Urban County Government Addendum for Services Commerce Lexington Community & Minority Business Development**

#### **SCOPE OF WORK – COMMUNITY & MINORITY BUSINESS DEVELOPMENT**

##### **Program Overview**

Commerce Lexington's Community & Minority Business Development (CMBD) program is dedicated to fostering and sustaining the economic growth, development, and self-sufficiency of ethnic minority business owners and entrepreneurs. The program focuses on several key areas:

1. **Promoting Economic Growth and Development:** CMBD works to support the economic advancement of minority-owned businesses, ensuring they have the resources and opportunities needed to thrive.
2. **Recruitment:** The program actively recruits aspiring and burgeoning minority owned businesses in Lexington-Fayette County and Commerce Lexington.
3. **Business Referral Services:** CMBD provides referrals to the appropriate minority business assistance agencies, ensuring that business owners receive the support and resources they need for success.
4. **Financial Literacy:** CMBD provides small business and minority-owned businesses with financial literacy classes to enhance their financial business acumen.
5. **Partnerships:** The program promotes increased business partnerships between public and private majority corporations, business and industry, local and state governments, and minority business owners.
6. **Research:** The program provides research assistance to minority business entrepreneurship in the areas of business startup resources, financial business assistance, market data and other specific business support areas.
7. **Business Certification:** Assist entrepreneurs and small business owners in identification of the appropriate business certifications.

Through these efforts, CMBD aims to create a robust and inclusive economic environment that benefits all members of the community.

##### **Minority Business Accelerator**

Commerce Lexington's Minority Business Accelerator, which was designed to accelerate the development of sizable minority business enterprises (MBEs), has been instrumental in helping local minority-owned businesses gain the knowledge and tools to be successful. In just over ten years, the program member businesses have secured over \$50 million in

procurement contracts and opportunities. The Minority Business Accelerator currently includes six member businesses, all headquartered in Lexington-Fayette County, with some having contracts extending to California and Florida. Along with our consultant, Commerce Lexington offers two networking events per year for Accelerator members. With financial growth, the program aims to expand its reach, with continued focus on businesses with annual revenues of \$250,000 or higher. Through this consultant model, the current six members have produced over \$12 million of new business in each of the last two years. We would like to expand the program by two new members over the next two years.

### **Access Loan**

Since its inception, the Access Loan Program has facilitated over \$25 million in approved loans, aiding small businesses, start-ups, and expansions. The Access Loan Program is open to any business owner, regardless of race, ethnicity, or gender. Historically, 70% of loans have funded majority businesses. The Access Loan Program meets prospective business owners where they are by offering:

1. Comprehensive support: providing technical assistance that guides business owners through all facets of business plans and financial development.
2. Application Review Process: Involves a Subcommittee that reviews completed applications and a Full Committee that finalizes approvals, with a high approval rate of 97% once applications reach the full committee.
3. Diverse Lending Partners: Collaborates with local non-profits, a credit union, and both local and national banks to offer commercial loans ranging from \$5000 to several million dollars.

The goal of the Access Loan program is to facilitate \$500,000-\$700,000 per year.

### **Financial Literacy**

Commerce Lexington, a newly minted Federal Deposit Insurance Corporation (FDIC) Money Smart Alliance member, biannually offers the Money Smart for Small Business classes which cover financial literacy topics such as Managing Cash Flows, Organizational Types, and Financial Management. Over the past three years, these sessions have seen tremendous growth and impact with the largest class averaging twenty- seven participants weekly, consisting of both aspiring and existing business owners. Twenty-three participants earned a certificate of completion by attending four or more classes. In addition to the Money Smart Curriculum, participants were also introduced to several of Commerce Lexington's community partner organizations including Fayette County Public Schools, University of Kentucky Economic Inclusion, Kentucky's Small Business Development Center, local banking representatives, and the LFUCG Minority Business Enterprise Liaison who has been a consistent guest over the duration of classes. In addition, we would like to offer certain adhoc sessions, such as how to write a business plan, which is crucial for gaining access to capital.

We offer two six-week sessions twice per year.

**Opportunity Exchange**

Opportunity Exchange, hosted twice a year, providing connections to other businesses in the community and providing opportunity for growth in their operations. In addition, continued partnerships throughout the year with LFUCG (Lexington Fayette Urban County Government), the University of Kentucky, Fayette County Public Schools, and other large entities on outreach events underscore Commerce Lexington's dedication to supporting minority-owned businesses, providing them with crucial networking opportunities, resources, and avenues for growth



**EXHIBIT B**

**Lexington/Fayette Urban County Government  
Addendum for Services  
Commerce Lexington Community & Minority Business Development**

**QUARTERLY QUESTIONNAIRE**

*(Due April 10, 2025; July 10, 2025; October 10, 2025; January 10, 2026; April 10, 2026; July 10, 2026; October 10, 2026; and January 10, 2027)*

**PROMOTING ECONOMIC GROWTH AND DEVELOPMENT**

- During the most recent quarter how many Lexington based individual minority owned businesses have you worked with to assist their business growth and development?
- What type of businesses comprised those Lexington organizations you have worked with in the most recent quarter (ex: retail, finance, nonprofit, etc)?

**RECRUITMENT**

- How many Lexington based minority owned businesses have you recruited to Lexington during the most recent quarter?
- For the Lexington minority owned businesses you have recruited to Lexington during the most recent quarter what sectors do the companies represent (ex: retail, finance, nonprofit, etc.)?

**BUSINESS REFERRAL SERVICES**

- How many Lexington based minority owned businesses did you work with during the most recent quarter to provide referrals to the appropriate minority business assistance agencies to assist the owners with receiving support and resources?
- What type of referral assistance were companies looking for throughout the course of the most recent quarter?

## **FINANCIAL LITERACY**

- How many individual Lexington based small businesses attended financial literacy classes during the most recent quarter?
- How many of the Lexington small businesses who attended the classes were minority owned businesses?
- How many Lexington small businesses who participated in your financial literacy classes and training received some type of certification as part of their participation during the most recent quarter?
- What type of certifications were obtained as part of the company participation in your programs?
- What type of Lexington businesses comprised the companies attending (ex: retail, finance, nonprofit, etc.)?

## **PARTNERSHIPS**

- How many Lexington based minority owned businesses did you assist in making connections with either state or local government during the most recent quarter?
- How many Lexington minority owned businesses were you able to introduce to the LFUCG Minority Business Liaison during the most recent quarter?

## **RESEARCH**

- How many Lexington based minority owned business entrepreneurs did you provide research assistance to during the most recent quarter?
- What type of research did you assist the entrepreneurs in obtaining with your research assistance?

## **BUSINESS CERTIFICATION**

- How many Lexington based entrepreneurs and small business owners did you assist with the process of appropriate business certifications during the most recent quarter?
- What type of businesses were represented of those you assisted (ex: retail, finance, nonprofit, etc).

### **MINORITY BUSINESS ACCELERATOR**

- How many Lexington companies did you work with as part of the Minority Business Accelerator during the most recent quarter?
- What business sectors are represented with the companies currently in the Accelerator?
- How much funding did the companies you are working with secure in procurement contracts and other opportunities during the most recent quarter due to the assistance you provided the companies?

### **ACCESS LOAN PROGRAM**

- The Access Loan Program goal is to facilitate \$500,000 - \$700,000 per year. For the most recent quarter how much funding did you help facilitate that companies received?
- What type of business/employment sectors did the companies who received funding represent?

### **OPPORTUNITY EXCHANGE**

- How many Lexington based companies participated in the Opportunity Exchange programs during the most recent quarter?
- What types of business sectors were represented by the companies who participated in the Opportunity Exchange during the most recent quarter (if you hosted one during the most recent quarter)?

## **EXHIBIT C**

### **Lexington/Fayette Urban County Government Addendum for Services Commerce Lexington Community & Minority Business Development**

#### **ANNUAL QUESTIONNAIRE**

*(Due December 31, 2025 and December 31, 2026)*

#### **PROMOTING ECONOMIC GROWTH AND DEVELOPMENT**

- During the current year (January 1 – December 31) how many Lexington based individual minority owned businesses have you worked with to assist their business growth and development?
- What type of businesses comprised those Lexington organizations you have worked with in the current year (January 1 – December 31) (ex: retail, finance, nonprofit, etc)?

#### **RECRUITMENT**

- How many Lexington based minority owned businesses have you recruited to Lexington during the year (January 1 – December 31)?
- For the Lexington minority owned businesses you have recruited to Lexington during the year (January 1 – December 31) what sectors do the companies represent (ex: retail, finance, nonprofit, etc.)?

#### **BUSINESS REFERRAL SERVICES**

- How many Lexington based minority owned businesses did you work with this year (January 1 – December 31) to provide referrals to the appropriate minority business assistance agencies to assist the owners with receiving support and resources?
- What type of referral assistance were companies looking for throughout the course of this year (January 1 – December 31)?

## **FINANCIAL LITERACY**

- How many individual Lexington based small businesses attended financial literacy classes during the year (January 1 – December 31)?
- How many of the Lexington small businesses who attended the classes were minority owned businesses?
- How many Lexington small businesses who participated in your financial literacy classes and training received some type of certification as part of their participation during this year (January 1 – December 31)?
- What type of certifications were obtained as part of the company participation in your programs?
- What type of Lexington businesses comprised the companies attending (ex: retail, finance, nonprofit, etc.)?

## **PARTNERSHIPS**

- How many Lexington based minority owned businesses did you assist in making connections with either state or local government during the current year (January 1 – December 31)?
- How many Lexington minority owned businesses were you able to introduce to the LFUCG Minority Business Liaison during the year (January 1 – December 31)?

## **RESEARCH**

- How many Lexington based minority owned business entrepreneurs did you provide research assistance to during the year (January 1 – December 31)?
- What type of research did you assist the entrepreneurs in obtaining with your research assistance?

## **BUSINESS CERTIFICATION**

- How many Lexington based entrepreneurs and small business owners did you assist with the process of appropriate business certifications during the current year (January 1 – December 31)?
- What type of businesses were represented of those you assisted (ex: retail, finance, nonprofit, etc).

## **MINORITY BUSINESS ACCELERATOR**

- How many Lexington companies did you work with as part of the Minority Business Accelerator during the current year (January 1 – December 31)?
- What business sectors are represented with the companies currently in the Accelerator?
- How much funding did the companies you are working with secure in procurement contracts and other opportunities during the most recent quarter due to the assistance you provided the companies?

## **ACCESS LOAN PROGRAM**

- The Access Loan Program goal is to facilitate \$500,000 - \$700,000 per year. For the most recent year (January 1 – December 31) how much funding did you help facilitate that companies received?
- What type of business/employment sectors did the companies who received funding represent?

## **OPPORTUNITY EXCHANGE**

- How many Opportunity Exchanges were hosted during the current year (January 1 – December 31)?
- How many Lexington based companies participated in the Opportunity Exchange programs during the most recent year (January 1 – December 31)?
- What types of business sectors were represented by the companies who participated in the Opportunity Exchanges during the year (January 1 – December 31)?

## **OPPORTUNITIES AND BARRIERS**

- What were some of the main opportunities identified during the year (January 1 – December 31) that helped facilitate the growth of minority business development for Lexington based companies?
- What were some of the main obstacles or barriers identified during the year (January 1 – December 31) that would help facilitate the growth minority business development in Lexington?