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**Partner Agency Facility Usage Questionnaire**

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

**Entity Information:**

Official Name: Urban League of Lexington-Fayette County

Address: 148 DeWeese Street, Lexington, KY 40507

Non-profit? YES  No

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

social service organization providing job training, computer training, affordable housing + professional development since 1968.

Federal Tax ID Number: 61-6054655

**Overview (list ALL services provided):**

<u>job training</u>	<u>gang violence prevention</u>
<u>affordable housing</u>	<u>youth education</u>
<u>computer skills development</u>	<u>advocacy</u>
<u>professional development</u>	

Entity Authorized Contact Name: P.G. Peoples, SR.

Entity Contact Number(s): (Office) 859.233.1561 (Cell) 859.233.1561 E-mail: PG@ullexfay.org

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

- Mission Statement
- Organizational chart
- Source, amount & duration of funding (private, State, Federal, loan, Grants,....)
- Business plan (if available)
- Anticipated organizational budget identifying the proposed amount for lease and operational expenses.
- Annual cash flow report (if an existing entity). If new, an annual CF report must be submitted.
- Space need analysis identifying estimated area (Sft.) 955 sft.

**Please submit the questioner and all required attachments to the Department responsible for the initial evaluation.**

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LFUCG Internal Evaluation:

Requesting Department / Division: SOCIAL SERVICES

Proposed initial length of agreement (not to exceed 36 months): 36 Months

Requested By:

Name: BETH MILLS Title: COMMISSIONER Date: 5/24/12

Approval ( ) initials Title: Director / Deputy Director Date: 1/1

Approval BM initials Title: Commissioner Date: 5/24/12

Comment:

Recommend O+M costs only

Entity Evaluation & Overview:

Entity meets Urban County need  YES  NO

Please provide detail:

Providers Computer + Job training for youth + young adults  
in Georgetown st. area  
- fills goals on Commission on Youth Violence + Positive Development  
- Mission closely aligned with mission of OSS and BW Neighborhood Center

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:

Requested space (Sft.):

955

Estimate annual lease payment per O&M method (\$/Sft.):

\$ 4,612.65

Estimate annual lease payment based on FMV (\$/Sft.):

\$ ~~7,592.25~~

PROPOSED LEASE ASSESMENT METHOD (Please select only ONE category):

- O&M Only (provide payment for pro-rata share of all direct & indirect operating and maintenance expenses.)
- Fair Market Value (provide payment for pro-rata share of all direct & indirect operating and maintenance expenses including Base Rent (\$/Sft.))
- Other (please describe, Non, Full, Partial Subsidies):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RLC

Recommended total annual lease liability for the tenant (\$): 4,612.65

Approved by:

*Brian K. Mills*

Date: 5/25/12

Commissioner of Requesting Department

*John Bond*

Date: 5/25/2012

Director of Facilities & Fleet Management

Date:   /  /  

Commissioner of General Services

Date:   /  /  

CAO

Comments:

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