MEMORANDUM OF UNDERSTANDING
Between
Lexington-Fayette Urban County Government (LFUCG)
and
Blue Grass Community Foundation (BGCF)

Effective Date: _____, 2026
Grant Period: _____, 2026 – December 31, 2027
Project: *Martin Luther King Blvd Quick Build- Reimagining the Civic Commons*
Grant Amount: $50,000

I. Purpose
This Memorandum of Understanding (MOU) establishes the terms under which Blue Grass Community Foundation (BGCF) will provide a $50,000 grant to the Lexington-Fayette Urban County Government (LFUCG) in support of the *Martin Luther King Blvd Complete Streets Project, undertaken as part of the Reimaging the Civic Commons (RCC) Initiative*.

The project will support the implementation, programming, and evaluation of Complete Streets improvements along Martin Luther King Boulevard, with a focus on improving safety, accessibility, connectivity, and the overall experience for people walking, biking, rolling, driving, and accessing nearby destinations. The project will use interim and adaptable improvements to test potential long-term changes and inform future investment along the corridor.

II. Parties
- **Grantee:**
  Lexington-Fayette Urban County Government (LFUCG)
  Attn: Brandi Peacher
  200 E. Main Street
  Lexington, KY 40507

- **Grantor:**
  Blue Grass Community Foundation (BGCF)
  Attn: Lisa Adkins
  499 E. High St, Suite 112
  Lexington, KY 40507

III. Roles and Responsibilities
- LFUCG Complete Streets Program Manager will serve as the project sponsor and primary LFUCG point of contact.
- LFUCG staff, in coordination with CivicLex and other project partners, will lead project management and coordination, including consultant oversight, public engagement, plan development, implementation, and coordination with relevant LFUCG divisions and community partners.
- CivicLex, as a co-convener of the Reimagining the Civic Commons initiative with BGCF, will work closely with LFUCG to support project coordination, community engagement, and implementation.
- Reimagining the Civic Commons (RCC) and Blue Grass Community Foundation (BGCF) will be recognized as funding partners. BGCF will also participate as a project stakeholder throughout the effort.

IV. Grant Terms

Blue Grass Community Foundation agrees to provide a grant of $50,000 to LFUCG, to be paid in full upon approval of this Memorandum of Understanding. All grant funds shall be expended on or before December 31, 2027. Grant funds shall be used exclusively to support the Martin Luther King Boulevard Complete Streets Project and activities directly related to its planning, design, implementation, engagement, evaluation, and documentation. Eligible uses of grant funds may include, but are not limited to:

- **Project planning and design**, including technical assistance, consultant services, concept development, and preparation of materials necessary to advance the project.
- **Community engagement and civic participation**, including activities, materials, events, and other strategies that engage residents and corridor users in shaping, experiencing, and evaluating potential improvements.
- **Pilot and demonstration improvements**, including temporary or interim materials, equipment, installation, programming, and other project elements used to test Complete Streets and public-realm concepts along the corridor.
- **Improvements that support safe and inclusive access**, including strategies intended to improve the experience of people walking, biking, rolling, using transit, driving, and accessing civic, neighborhood, and community destinations.
- **Placemaking and activation**, where appropriate, to create a more welcoming public realm and encourage interaction, shared use, and connection among people of different ages, abilities, backgrounds, and experiences.
- **Project evaluation and learning**, including data collection, observation, surveys, documentation, and other activities used to assess project outcomes and inform potential long-term improvements, future investment, or broader LFUCG practices.
- **Project communications and documentation**, including educational materials, signage, graphics, photography, reporting, and other resources necessary to communicate the project and share lessons learned.

Consistent with the goals of Reimagining the Civic Commons, the project will seek opportunities to advance civic engagement, inclusive use of public space, environmental sustainability, and equitable community value while testing approaches that may inform future public-realm and Complete Streets investments in Lexington.

V. Grant Conditions

LFUCG agrees to the following:

1. Compliance: The grant shall be administered in accordance with applicable laws, including those under the Internal Revenue Code.
2. Use of Funds: Funds shall be used solely for the project described above.
3. Local Use Requirement: No portion of the grant may be allocated to divisional, regional, or national affiliates. All funds must benefit the local project.
4. Change Notification: LFUCG will notify BGCF promptly of any material changes in:
    - Legal or tax status
    - Key staff responsible for delivering the project
    - Ability to complete the project as proposed
5. Recordkeeping: LFUCG will maintain financial records sufficient to demonstrate that grant funds were spent in accordance with this agreement.
6. Reporting: LFUCG will:
    - Submit interim reports upon request from BGCF.

- Submit a one-page final project report upon completion. This report will outline how funds were used and the impact the grant had on the project's goals by the end of the stated grant period. This grant report should be submitted via email to BGCF.

7. Acknowledgments: LFUCG allows RCC and BGCF to include information about the grant in Foundations' periodic public reports, newsletters, news releases, social media postings, and on Foundations' websites. This includes the amount and purpose of the grant, any photographs you provide, your logos, and other information and materials about your organizations and their activities.
8. Return of Funds: Any unexpended funds or any portion of the grant that is not used for the purposes specified herein will be returned to BGCF.
9. Foundation Participation: BGCF representatives may participate in stakeholder engagement activities related to the project, request scheduled site visits for the purpose of project evaluation.

VI. Execution and Acceptance
Authorized Signatures

For Lexington-Fayette Urban County Government:

Signature: _____
Name: _____
Title: _____
Date: _____

For Blue Grass Community Foundation:

Signature: _____
Name: _____
Title: _____
Date: _____