



700 West Liberty Street | Louisville, KY 40203-1911  
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January 6, 2021

**REVISED**

Dear Prime Contractor & Professional-Technical Services Firm,

Effective January 1, 2021, the MSD Community Benefits Program Policies and Procedures will be changed as follows:

- Community Benefits is applicable to all new and *renewable* construction, construction related contracts with an anticipated contract value of \$2 million or greater
- Community Benefits is applicable to all new and *renewable* professional service contracts with an anticipated contract value of \$200,000 or greater.
- Community Benefits is applicable to all *emergency* contracts with an estimated completion date of six (6) months or more, with an anticipated contract value of \$2 million or greater.
- *Fourteen days prior* to the Notice to Proceed (NTP) being issued the firm must submit a Community Benefits Plan, a Community Benefits Table, and a Statement of Understanding Form for the Community Benefits Department to review. The Community Benefits Table must be firm, measurable, and quantifiable to the community or communities affected by the Project that meets a demonstrated community need(s).
- Community Benefit commitments shall support only those non-profit organizations and schools within the MSD service area wherein the MSD project is performed (i.e., only those organizations and schools within Jefferson County shall benefit from a MSD project performed within Jefferson County).
- Community Benefits Commitments shall not go to, nor directly benefit, any nonprofit or school in which an MSD employee or member of the firm is a paid board member or receives compensation as a volunteer.

The MSD Community Benefits Program is a voluntary program in which commitments include a financial contribution, volunteer hours, and/or in-kind service to non-profit organizations and/or schools in MSD service areas with corporate focuses in workforce development, economic development and/or education. As applicable projects are advertised for bid, we invite all firms to participate in the Community Benefits Program and adhere to all policies and procedures implemented by our agency. Our goal is to continuously work together to strengthen partnerships and make positive impacts in the communities we serve. Enclosed is an updated, local community organization list, however, MSD does not endorse any of the listed community organizations. As your agency makes commitments to local community organizations, please ensure they have been vetted and are a registered 501c3 organization. Thank you for supporting MSD.

*Together the Community Benefits!*

Sincerely,

Sharise Horne  
Director of Community Benefits & Partnerships

SI/community benefits  
cc: File