



Cover Memorandum/Staff Report

File #: 23-208 CRA

Agenda Date: 9/28/2023

Item #: 7F.

TO: CRA Board of Commissioners
FROM: Gina Clayton, Finance & Operations Director
THROUGH: Renée A. Jadusingh, Esq., Executive Director
DATE: September 28, 2023

A.-G.U.I.D.E. FUNDING REQUEST FOR FISCAL YEAR 2023-2024 - EXPANDING & PRESERVING OUR CULTURAL HERITAGE - SPADY MUSEUM

Recommended Action:

Approve the A.-G.U.I.D.E. Funding Agreement with Expanding and Preserving Our Cultural Heritage, Inc. (Spady Museum) in the amount of \$109,000 for Fiscal Year 2023-2024 and authorize the CRA Board Chair and Executive Director to execute all documents for said purpose.

Background:

Expanding and Preserving Our Cultural Heritage, Inc. ("EPOCH") applied for CRA A.-G.U.I.D.E.: Achieving Goals Using Impact Driven Evaluation Funding for FY 2023-2024 under the category of Recreation and Cultural Facilities. Funding is requested for one program (Program "A"), which is the EPOCH-Spady's Museum Programming through Exhibits, Education, Programs and Archives. The specifics of the EPOCH-Spady's request are summarized below.

Current Funding Request Amount:	<u>\$109,000</u>
Organization Total Budget:	<u>\$428,245</u>
CRA Funds - Percentage of Budget:	<u>25.45%</u>
FY2022-2023 Funding:	<u>\$109,000</u>

STAFF REVIEW:

This year's Funding Evaluation Committee consisted of CRA Assistant Director, Christine Tibbs; CRA Finance & Operations Director, Gina Clayton; CRA Program Director, Grace Gdaneic; and one representative from the City of Delray Beach - the Assistant City Manager, Jeff Oris. The Committee rated the application package based on the established A.-G.U.I.D.E. criteria. Criteria used in review of the application were grouped into six categories weighted to total 100% as follows:

Organization Capacity	20%
Need for Project/Program	20%
Project/Program Description	10%
Logic Model	20%
Evaluation Plan	10%
Budget & Sustainability	20%

The Application Evaluation Form has six categories and the majority of the items are rated on a scale of 1 to 5 (worst to best possible response). Please review the attached Application Evaluation Form that includes the rating of the committee members on each Project/Program.

The outcome of the committee's review is as follows:

Evaluation Score: 75%

In addition to the attached Application Evaluation Form and budget forms, the following documents are available from the CRA office upon request:

- A-GUIDE Application
- A-GUIDE Logic Model
- A-GUIDE Evaluation Plan
- Strategic Plan
- IRS Form 990
- Audited Financial Statements

CRA BOARD WORKSHOP AND FUNDING AGREEMENT:

At the September 28, 2023, CRA Board A.-G.U.I.D.E. Workshop, the Board considered the funding request from EPOCH and supported the funding request in the amount of \$109,000.

Pursuant to the A.-G.U.I.D.E. Guidelines, "CRA support may not exceed 25% of an organization's total operating budget for the year in which the grant is requested, unless otherwise approved by the CRA Board." In this case, EPOCH's request exceeds the 25% and thus requires CRA Board approval.

Attached is the Funding Agreement outlining EPOCH's reporting requirements and other responsibilities regarding the funding provided. EPOCH will submit quarterly reports documenting the expenditure of funds and the progress towards the outcomes projected in the Goals and Outcomes Report and Budget for FY 2023-2024. Funds will be disbursed quarterly based on submittal of the associated quarterly reports.

Staff is seeking approval for the A.-G.U.I.D.E. Funding Agreement with EPOCH in an amount not to exceed \$109,000 which represents 25.45% of EPOCH's proposed budget.

Attachment(s): Exhibit A - FY 2023-2024 - EPOCH A.-G.U.I.D.E. Funding Agreement

CRA Attorney Review:

The CRA Attorney has reviewed the Funding Agreement to form and determined it to be acceptable.

Funding Source/Financial Impact:

\$109,000 allocated from General Ledger #7376 - A.-G.U.I.D.E. Funding.

Overall need within the Community Redevelopment Area from Delray Beach CRA

Redevelopment Plan:

Removal of Slum and Blight

Land Use

Economic Development

Affordable Housing

Downtown Housing

Infrastructure

Recreation and Cultural Facilities