

**FUNDING AGREEMENT FOR FISCAL YEAR 2021-2022 BETWEEN THE
DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY AND
GREATER DELRAY BEACH CHAMBER OF COMMERCE, INC.**

THIS AGREEMENT is made this ____ day of _____, 2021 by and between the **DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY**, a public body corporate and politic, duly created and operated pursuant to Chapter 163, *Florida Statutes*, (hereinafter referred to as “**CRA**”), and **GREATER DELRAY BEACH CHAMBER OF COMMERCE, INC.** a Florida not-for-profit corporation, (hereinafter referred to as the “**CHAMBER**”).

WITNESSETH:

WHEREAS, increasing economic development within the Delray Beach Community Redevelopment Area is essential to the Community Redevelopment Plan; and

WHEREAS, the **CRA** Board finds that the services and programs provided by the **CHAMBER** further the goals and objectives of the **CRA** as contained in the Community Redevelopment Plan, and are in the best interest of the **CRA**; and

WHEREAS, the **CRA** will provide funding to the **CHAMBER**, pursuant to the terms and conditions of this Agreement, in order to assist the **CHAMBER** with activities that address the goals and objectives contained in the **CRA**'s Community Redevelopment Plan, and the needs and priorities defined by the **CRA** in the **CRA**'s “**A-GUIDE: Achieving Goals Using Impact Driven Evaluation,**” for which the **CHAMBER** has applied and which have been awarded according to procedures specified in the **A-GUIDE**; and

WHEREAS, the **CRA** finds that this Agreement serves a municipal and public purpose, is consistent with the Community Redevelopment Plan, and conforms with the requirements of Florida law.

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, the parties hereby agree as follows:

1. The recitations set forth above are hereby incorporated herein by reference.

2. The term of this Agreement shall commence upon execution by both parties. The Agreement shall continue in full force and effect until September 30, 2022.

3. The **CRA** shall provide funding to the **CHAMBER** in an amount not to exceed Forty Thousand Dollars (\$40,000.00) (the "Funding Amount"). The funds are to be used by the **CHAMBER** to support its organizational operations, and for the purpose of supporting the Small Business Development Center and community programs, in conformance with the programs/projects within the CRA district specified in the A-GUIDE documents. Quarterly payments in an amount not to exceed Ten Thousand Dollars (\$10,000.00) shall be made by the **CRA** to the **CHAMBER**. The **CRA** has the right to withhold the quarterly payment until receipt of documentation from the **CHAMBER**, and until the **CRA** receives all additional information from the **CHAMBER** that the **CRA** deems necessary, in its sole and absolute discretion, to analyze the **CHAMBER's** financial position.

4. Prior to the issuance of quarterly payments by the **CRA** for Fiscal Year 2021-2022, as specified in this Agreement, **CHAMBER** shall provide quarterly program budget and narrative reports to the **CRA**. **CHAMBER** shall use the form, attached as

Exhibit “A”, in order to document the **CHAMBER’s** expenditure of funds and the **CHAMBER’s** progress towards outcomes projected in the Goals & Outcomes Report and Budget. The **CHAMBER** will also be required to submit a Quarterly Balance Sheet. In addition, the **CHAMBER** may be required to present a quarterly update to the **CRA** Board upon request. The program budget and narrative reports shall be provided to the **CRA** no later than January 31, 2022, April 30, 2022, July 31, 2022 and October 31, 2022. In addition, the **CRA** may request that the **CHAMBER** provide any additional information that the **CRA** deems necessary in order to fully evaluate the **CHAMBER’s** performance and financial status. The payment will not be released to the **CHAMBER** until the **CRA** receives the report and any additional information requested.

5. In the event the **CHAMBER** does not expend funds in accordance with its approved A-GUIDE funding application, attached as Exhibit “B”, the **CRA** shall provide written notice to the **CHAMBER** of such deficiency(ies), and the **CHAMBER** shall have fourteen (14) days from receipt of the notice to cure the deficiency(ies) to the satisfaction of the **CRA**. Should the **CHAMBER** fail to cure such deficiency(ies) to the satisfaction of the **CRA**, the **CRA** shall be entitled to recoup the portion of the Funding Amount allocated and/or already disbursed to the **CHAMBER**, under the terms of this Agreement. The **CRA** shall have sole and absolute discretion with respect to the determination as to whether **CHAMBER** is expending funds in accordance with its approved A-GUIDE funding application.

6. The **CHAMBER** shall insure that all publicity, public relations, advertisements and signs recognize the **CRA** for the support of all activities conducted with the funds provided by the **CRA**, including sponsorship of holiday activities. The

use of the **CRA** logo is permissible, but all signs or other advertising materials used to publicize **CRA** funded activities must be approved by the **CRA** prior to being utilized. Upon request by the **CRA**, the **CHAMBER** shall provide proof of the use of the **CRA** logo as required by this paragraph for projects funded pursuant to this Agreement.

7. Both the **CRA** and the **CHAMBER** agree that the **CHAMBER** shall at all times act as an independent contractor in the performance of its duties under this Agreement. Accordingly, the **CHAMBER** shall be responsible for the payment of all taxes including Federal and State taxes arising out of the **CHAMBER's** activities in accordance with this Agreement including by way of illustration but not limitation, Federal income tax, Social Security tax, Unemployment Insurance taxes, and any other taxes or business license fees as may be lawfully required.

8. The **CHAMBER** hereby gives the **CRA**, through any authorized representative, upon reasonable notice, access to and the right to examine all records, books, papers, or documents relating to the funding provided pursuant to this Agreement. The **CHAMBER** hereby agrees to maintain books, records and documents in accordance with accounting procedures and practices which sufficiently and properly reflect all expenditures of funds provided by the **CRA** under this Agreement in accordance with the Florida Public Record Laws as provided in Chapter 119, Florida Statutes, as may be amended from time to time. The **CHAMBER** hereby agrees that if it has caused any funds to be expended in violation of this Agreement, it shall be responsible to refund such monies in full to the **CRA**, or if this Agreement is still in force, any subsequent request for payment shall be withheld by the **CRA**.

9. No prior or present agreements or representations with regard to any subject matter contained within this Agreement shall be binding on any party unless included expressly in this Agreement. Any modification to this Agreement shall be in writing and executed by the parties.

10. The validity of any portion, article, paragraph, provision, clause, or any portion thereof of this Agreement shall have no force and effect upon the validity of any other part of portion hereof.

11. This Agreement shall be governed by and in accordance with the Laws of Florida. The venue for any action arising from this Agreement shall be in Palm Beach County, Florida.

12. If the **CRA** determines pursuant to the A-GUIDE Logic Model and Evaluation Plan that the **CHAMBER** is not achieving the stated impacts and outcomes, or is otherwise not furthering the **CRA's** goals and objectives, the **CRA** shall provide written notice to the **CHAMBER** of such deficiency(ies), and the **CHAMBER** shall have fourteen (14) days from receipt of the notice to cure the deficiency(ies) to the satisfaction of the **CRA**. Should the **CHAMBER** fail to cure such deficiency(ies) to the satisfaction of the **CRA**, the **CRA** Board has the right to void the Agreement immediately after delivery of written notice to **CHAMBER**. The **CRA's** Board shall have sole and absolute discretion with respect to the determination as to whether **CHAMBER** is filling the **CRA's** goals and objectives.

13. Notices pursuant to this Agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

CRA: Renée A. Jadusingh, Esq., Executive Director
20 N. Swinton Avenue
Delray Beach, FL 33444
Telephone No.: (561) 276-8640
Facsimile No.: (561) 276-8558

CHAMBER: Stephanie Immelman, President and CEO
140 NE 1st Street
Delray Beach, Florida 33444
Telephone No.: (561) 278-0424

14. PUBLIC RECORDS. **CHAMBER** shall comply with the applicable provisions of Chapter 119, Florida Statutes. Specifically, **CHAMBER** shall:

(a) Keep and maintain public records required by the **CRA** to perform under this Agreement.

(b) Upon request from the **CRA**'s custodian of public records, provide the **CRA** with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.

(c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement if the **CHAMBER** does not transfer the records to the **CRA**.

(d) Upon completion of this Agreement, transfer, at no cost, to the public agency all public records in possession of the **CHAMBER** or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the **CRA** upon completion of the Agreement, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the **CHAMBER** keeps and maintains public records upon completion of the Agreement, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the **CRA**'s custodian of public records, in a format that is compatible with the information technology systems of the public agency.

IF THE CHAMBER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CHAMBER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

**CHRISTINE TIBBS
561-276-8640
TIBBSC@MYDELRAYBEACH.COM
20 NORTH SWINTON AVENUE
DELRAY BEACH, FLORIDA 33444**

15. Neither the **CRA** nor the **CHAMBER** shall assign or transfer any rights or interest in this Agreement.
16. This Agreement shall not be valid until signed by the **CRA** Chair.

(This Space is Intentionally Blank; Signature Page to Follow)

IN WITNESS WHEREOF, the **DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY** and **GREATER DELRAY BEACH CHAMBER OF COMMERCE, INC.** have made and executed this Agreement and have hereunto set its hand the day and year written above.

ATTEST:

GREATER DELRAY BEACH
CHAMBER OF COMMERCE, INC., a
Florida Not-for-profit Corporation

By: _____

Print Name: _____

Print Name: _____

Title: _____

DELRAY BEACH COMMUNITY
REDEVELOPMENT AGENCY

By: _____
Shirley E. Johnson, Chair

ATTEST:

Renée A. Jadusingh, Esq.
CRA Executive Director

APPROVED AS TO FORM:

CRA Legal Advisor

EXHIBIT "A"
BUDGET AND NARRATIVE REPORT

FY 2021-2022 A-GUIDE COMBINED BUDGET

Organization Name:	Greater Delray Beach Chamber of Commerce
Executive Leader:	Stephanie Immelman
Key Financial Manager:	Lorraine Plakstis
Current FY 2020-2021 Total Organization Budget:	\$783,223.55 (Expense Budget)
Program/Project A:	Small Business Development Center
Program/Project B:	

INCOME	ORGANIZATION			PROGRAM A	PROGRAM B
	FY 2020-2021 TOTAL ORGANIZATION BUDGET	FY 2020-2021 ORGANIZATION BUDGET YEAR-TO-DATE (THRU 3/31/2021)	FY 2021-2022 PROJECTED ORGANIZATION BUDGET	FY 2021-2022 PROJECTED TOTAL PROGRAM BUDGET CRA FUNDS ONLY (A)	FY 2021-2022 PROJECTED TOTAL PROGRAM BUDGET CRA FUNDS ONLY (B)
Fees, Tickets, Registration, etc.					
Corporate Grants/Contributions					
Individual Donations					
Foundation Grants					
Government - Federal					
Government- Local/County					
Government- State					
In-Kind					
Interest Income					
Membership					
CRA Actual or Requested				\$ 40,000.00	
10 Administrative Income	\$ 46,410.00	\$ 25,365.03			
20 Membership Income	\$ 366,180.00	\$ 172,852.76			
30 Marketing & Promotion Income	\$ 26,200.00	\$ 4,424.94			
40 Econ Develmt & Tourism Income	\$ 9,500.00	\$ 2,374.97			
40 - SBDC Partnership Income	\$ 40,000.00	\$ 10,000.00			
50 Govt Affairs Education	\$ 7,250.00	\$ 6,500.03			
60 Delray Affair Income	\$ 135,900.00	\$ -			
70-79 Programming Income	\$ 76,440.00	\$ 21,972.44			
80 Misc Chamber Events Revenue	\$ 900.00	\$ -			
TOTAL INCOME	\$ 708,780.00	\$ 243,490.17	\$ -	\$ 40,000.00	\$ -
CRA % of Total Income	0%	0%	0%	100%	0%

NOTES:
CRA % of projected Total Organization Income may not exceed 25% unless approved by CRA

EXPENSES	ORGANIZATION			PROGRAM A	PROGRAM B
	FY 2020-2021 TOTAL ORGANIZATION BUDGET	FY 2020-2021 ORGANIZATION BUDGET YEAR-TO-DATE (THRU 3/31/2021)	FY 2021-2022 PROJECTED ORGANIZATION BUDGET	FY 2021-2022 TOTAL PROGRAM BUDGET USE OF CRA FUNDS ONLY (A)	FY 2021-2022 TOTAL PROGRAM BUDGET USE OF CRA FUNDS ONLY (B)
Salaries & Related Taxes (list each position/title seperately)					
Position:					
Position:					
Position:					
Position:					
SUB-TOTAL SALARIES	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits (list each position/title)					
Position:					
Position:					
Position:					
Position:					
SUB-TOTAL FRINGE BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Expenditures (list each seperately)					
SUB-TOTAL CAPITAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2021-2022 A-GUIDE COMBINED BUDGET

Organization Name:	Greater Delray Beach Chamber of Commerce
Executive Leader:	Stephanie Immelman
Key Financial Manager:	Lorraine Plakstis
Current FY 2020-2021 Total Organization Budget:	\$783,223.55 (Expense Budget)
Program/Project A:	Small Business Development Center
Program/Project B:	

	ORGANIZATION			PROGRAM A	PROGRAM B
Conferences & Meetings (list each seperately)					
				\$ -	
SUB-TOTAL CONFERENCES & MEETINGS	\$ -	\$ -	\$ -	\$ -	\$ -
Copying & Printing (list each seperately)					
				\$ -	
SUB-TOTAL COPYING & PRINTING	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment Rental/Maintenance (list each seperately)					
SUB-TOTAL EQUIPMENT RENTAL/MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance (list each seperately)					
SUB-TOTAL INSURANCE	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses, Registration, Permits (list each seperately)					
SUB-TOTAL LICENSES, REGISTRATION, PERMITS	\$ -	\$ -	\$ -	\$ -	\$ -
Local Travel (list each seperately)					
SUB-TOTAL LOCAL TRAVEL	\$ -	\$ -	\$ -	\$ -	\$ -
Office & Program Supplies (list each seperately)					
SUB-TOTAL OFFICE & PROGRAM SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -
Postage & Delivery (list each seperately)					
Postage & Delivery					
SUB-TOTAL POSTAGE & DELIVERY	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2021-2022 A-GUIDE COMBINED BUDGET

Organization Name:	Greater Delray Beach Chamber of Commerce
Executive Leader:	Stephanie Immelman
Key Financial Manager:	Lorraine Plakstis
Current FY 2020-2021 Total Organization Budget:	\$783,223.55 (Expense Budget)
Program/Project A:	Small Business Development Center
Program/Project B:	

	ORGANIZATION			PROGRAM A	PROGRAM B
Professional Svcs/Consulting (list each seperately)					
40 SBDC Professional/Consulting	\$ 35,000.00	\$ 8,750.00		\$ 35,000.00	
SUB-TOTAL PROFESSIONAL SVCS/CONSULTING	\$ 35,000.00	\$ 8,750.00	\$ -	\$ 35,000.00	\$ -
Rent/Mortgage & Maintenance (list each seperately)					
Building Maintenance				\$ -	
SUB-TOTAL RENT/MORTGAGE & MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -
Telecommunication (list each seperately)					
SUB-TOTAL TELECOMMUNICATION	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities (list each seperately)					
electric				\$ -	
DSL/Cable					
Water/Sewer					
SUB-TOTAL UTILITIES	\$ -	\$ -	\$ -	\$ -	\$ -
Other: (list each seperately)					
10 Administrative Expenses	\$ 510,922.60	\$ 124,155.15		\$ 5,000.00	
20 Membership Expenses	\$ 45,294.00	\$ 6,918.97			
30 Marketing & Promotion Expenses	\$ 6,320.00	\$ 1,419.97			
40 Economic & Development Expenses	\$ 5,388.00	\$ 1,347.00			
50 Govt Affair Education Expenses	\$ 3,150.00	\$ 500.00			
60 Delray Affair Expenses	\$ 156,773.95	\$ -			
70-79 Programming Expenses	\$ 20,025.00	\$ 4,210.06			
80 Misc Chamber Events Revenue	\$ 350.00				
SUB-TOTAL OTHER	\$ 748,223.55	\$ 138,551.15	\$ -	\$ 5,000.00	\$ -
SUB-TOTAL EXPENSES	\$ 783,223.55	\$ 147,301.15	\$ -	\$ 40,000.00	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ 783,223.55	\$ 147,301.15	\$ -	\$ 40,000.00	\$ -
NET INCOME	\$ (74,443.55)	\$ 96,189.02	\$ -	\$ -	\$ -

Organization Name:

Greater Delray Beach Chamber of Commerce

Program/Project A:

Small Business Development Center

INCOME	AMOUNT	PROGRAM A Justification/Narrative for CRA Funded Program	*C or P	**Date of Funding Decision (for P) or Start Date (for C)
Fees, Tickets, Registration, etc.	\$ -			
Corporate Grants/Contributions	\$ -			
Individual Donations	\$ -			
Foundation Grants	\$ -			
Government - Federal	\$ -			
Government- Local/County	\$ -			
Government- State	\$ -			
In-Kind	\$ -			
Interest Income	\$ -			
Membership	\$ -			
CRA Actual or Requested	\$ 40,000.00	SBDC & chamber Admin		
TOTAL INCOME	\$ 40,000.00			

NOTES:

CRA % of projected Total Organization Income may not exceed 25% unless approved by CRA

EXPENSES	AMOUNT	PROGRAM A Justification/Narrative for How CRA Funds Will be Used
Salaries & Related Taxes (list each position/title separately)		
Position:	\$ -	
Position:	\$ -	
Position:	\$ -	
Position:	\$ -	
SUB-TOTAL SALARIES	\$ -	Total Salaries & Related Taxes
Fringe Benefits (list each position/title)		
Position:	\$ -	
Position:	\$ -	
Position:	\$ -	
Position:	\$ -	
SUB-TOTAL FRINGE BENEFITS	\$ -	Total Fringe Benefits
Capital Expenditures (list each separately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL CAPITAL EXPENDITURES	\$ -	Total Capital Expenditures

Organization Name:

Greater Delray Beach Chamber of Commerce

Program/Project A:

Small Business Development Center

Conferences & Meetings (list each seperately)		
Administrative Expenses	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL CONFERENCES & MEETINGS	\$ -	Total Conferences & Meetings
Copying & Printing (list each seperately)		
Copying & Printing	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL COPYING & PRINTING	\$ -	Total Copying & Printing
Equipment Rental/Maintenance (list each seperately)		
Technology maintenance	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL EQUIPMENT RENTAL/MAINTENANCE	\$ -	Total Equipment Rental/Maintenance
Insurance (list each seperately)		
D&O	\$ -	
Liability & Umbrella	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL INSURANCE	\$ -	Total Insurance
Licenses, Registration, Permits (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL LICENSES, REGISTRATION, PERMITS	\$ -	Total Licenses, Registration, Permits
Local Travel (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL LOCAL TRAVEL	\$ -	Total Local Travel
Office & Program Supplies (list each seperately)		
Program Supplies	\$ -	
	\$ -	
	\$ -	

Organization Name:

Greater Delray Beach Chamber of Commerce

Program/Project A:

Small Business Development Center

	\$ -	
SUB-TOTAL OFFICE & PROGRAM SUPPLIES	\$ -	Total Office & Program Supplies
Postage & Delivery (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL POSTAGE & DELIVERY	\$ -	Total Postage & Delivery
Professional Svcs/Consulting (list each seperately)		
40 SBDC Professional/Consulting	\$ 35,000.00	A partnership with the Small Business Development Center at Florida Atlantic University, cost for a dedicated Business Consultant at the Greater Delray Beach Chamber of Commerce.
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL PROFESSIONAL SVCS/CONSULTING	\$ 35,000.00	Total Professional Svcs/Consulting
Rent/Mortgage & Maintenance (list each seperately)		
Building Maintenance	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL RENT/MORTGAGE & MAINTENANCE	\$ -	Total Rent/Mortgage & Maintenance
Telecommunication (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL TELECOMMUNICATION	\$ -	Total Telecommunication
Utilities (list each seperately)		
electric	\$ -	
DSL/Cable	\$ -	
Water/Sewer	\$ -	
	\$ -	
SUB-TOTAL UTILITIES	\$ -	Total Utilities
Other: (list each seperately)		
10 Administrative Expenses	\$ 5,000.00	SBDC Admin Expenses
SUB-TOTAL OTHER	\$ 5,000.00	Total Other
SUB-TOTAL EXPENSES	\$ 40,000.00	Sub-Total Expenses
	\$ -	Administrative Expenses
TOTAL EXPENSES	\$ 40,000.00	Total Expenses

EXHIBIT "B"
A-GUIDE FUNDING APPLICATION



A-G.U.I.D.E.

Nonprofit Partner Application for Funding

SECTION I. ORGANIZATION INFORMATION

1 Organization Legal Name:

dba, if applicable:

2 Address:

3 Telephone:

4 Fax:

5 Website:

6 Mission Statement:

7 Executive Leader:

8 Application Contact:

9 Title:

10 Contact Telephone:

11 Email:

12 Year Established, Organization History and Growth (maximum 1,000 words):

13 Policy on Board Contributions (maximum 250 words):

14 For current fiscal year, number of Board Members contributing:

___ Cash donations ___ Donations raised from others ___ Volunteer hours ___ In-kind donations

15 For current fiscal year, amount/value of Board member contributions:

\$ _____ Cash donations \$ _____ Donations raised from others
\$ _____ Volunteer hours \$ _____ In-kind donations

16 Oversight/Accreditation/Affiliation:

SECTION II. PROJECT/PROGRAM INFORMATION**Program A**17 **Project/Program Title:**18 **Check one:**

- New
 Existing

19 **If existing Program, year established:**20 **Prior CRA Funding for Same Project/ Program?**

- Yes
 No

21 **Time Period(s):**22 **Project/Program Description (if previously funded for the same project/program, also include BRIEF summary of key accomplishments):****Program B (if applicable)**23 **Project/Program Title:**24 **Check one:**

- New
 Existing

25 **If existing Program, year established:**26 **Prior CRA Funding for Same Project/Program?**

- Yes
 No

27 **Time Period(s):**28 **Project/Program Description (if previously funded for the same project/program, also include BRIEF summary of key accomplishments):**

29 Delray CRA Overall Need Addressed and Description:

Economic/Business Development Affordable Housing Recreation & Cultural Facilities

Description of how programs and activities align with and/or meet the goals and objectives of the CRA Redevelopment Plan:

30 Key Staff and Qualifications (maximum 500 words):

31 Potential Challenges and Strategies to Address Them (maximum 500 words):

SECTION III. FINANCIAL INFORMATION

ORGANIZATION BUDGET

32 Total Organization Budget for Previous FY 2019-2020:
\$

33 Total Organization Budget for Current FY 2020-2021:
\$

34 Total Organization Budget for Proposed 2021-2022:
\$

PROGRAM BUDGET

35 Project/Program Budget (A):
\$

36 Amount Requested (A):
\$

37 % of Org Budget
%

38 Project/Program Budget (B):
\$

39 Amount Requested (B):
\$

40 % of Org Budget
%

41 Total CRA Request (Program A+B): \$

42 % of Org Budget
%

43 Type(s) of Support Requested (refer to A-G.U.I.D.E. guidelines):

44 Other Support/Status and Plans for Sustainability (maximum 500 words):

SECTION IV. APPLICATION CHECKLIST

A.	Cover Letter Signed by Board Chair	<input type="checkbox"/>
B.	501(C)(6) IRS Determination Letter	<input type="checkbox"/>
C.	Board of Directors List	<input type="checkbox"/>
D.	Policy on Board Contributions, If Applicable	<input type="checkbox"/>
E.	Strategic Plan or Other Long-Term Planning Document	<input type="checkbox"/>
F.	Logic Model	<input type="checkbox"/>
G.	Goals and Outcomes Report	<input checked="" type="checkbox"/>
H.	Evaluation Plan	<input type="checkbox"/>
I.	Combined Budget Form	<input type="checkbox"/>
J.	Project/Program Budget & Narrative Form	<input type="checkbox"/>
K.	Most Recent Financial Statement Time Period: _____	<input type="checkbox"/>
L.	Most Recent Form 990 Time Period: _____	<input type="checkbox"/>
M.	Most Recent Independent Financial Audit/Review/Compilation Time Period: _____	<input type="checkbox"/>
N.	Affiliation Agreements, If Applicable Time Period: _____	<input type="checkbox"/>
O.	Current Balance Sheet as of 3/31/21	<input type="checkbox"/>

SECTION V. CERTIFICATION STATEMENT AND SIGNATURE

As chief executive of the applicant organization I certify that (1) the information provided in this application is correct and complete to the best of my knowledge; (2) I am committed to the purpose of the proposed project or program and will work with Board and staff members to accomplish its stated outcomes; and (3) I will be accountable for compliance with all CRA requirements for operation, evaluation, and reporting.



Executive Leader Name and Title

Date Submitted