



Cover Memorandum/Staff Report

File #: 18-0385 CRA

Agenda Date: 7/9/2019

Item #:

TO: CRA Board of Commissioners
FROM: Lori Hayward, Finance and Operations Director
THROUGH: Renée A. Jadusingh, CRA Executive Director
DATE: JULY 9, 2019

FY 2019-20 CRA A-GUIDE FUNDING REQUEST - EXPANDING AND PRESERVING OUR CULTURAL HERITAGE, INC. (SPADY MUSEUM)

Recommended Action:

Direct staff to include funding for Expanding and Preserving Our Cultural Heritage, Inc. (EPOCH - SPADY MUSEUM) in the CRA's FY 2019-20 Budget in the amount of \$92,139.

Background:

EPOCH applied for CRA A-GUIDE Funding for FY 2019-20 under the category of Economic Development and Recreation and Cultural Facilities for their Museum Programming.

Funding Request Amount: \$92,139
Organization Total Budget: \$371,785
CRA Funds - Percentage of Budget: 25%
Amount Funded in FY 2018-19: \$111,000

This year's Funding Evaluation Committee consisted of CRA Finance and Operations Director, Lori Hayward, and Assistant City Manager, Caryn Gardner-Young. The Committee rated the application package based on the established A-GUIDE 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) with an exception of two items. The two items are scored as follows:

1. **Organizational Capacity- Demonstrated experience/success with similar programs/project** is rated on a scale of 1 to 15 (worst to best possible response). The importance of the success of the organizations prior year goals that were established for the programs/projects funded by the CRA A-GUIDE grant funding was emphasized with additional points.
2. **Logic Model/Projected Results- Stated program/project goal clear and relevant to CRA Overall Need** is rated on a scale of 1 to 10 (worst to best possible response). The importance of the program/project goal being relevant to CRA Overall Need was emphasized with additional points.

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: 85%

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

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

EPOCH's Executive Director Charlene Jones will be at the meeting to make a presentation.

Attachments: Exhibit A - Application Evaluation Form; Exhibit B - FY 2019-20 Goals & Outcomes Report; Exhibit C - CRA Combined Budget Form and Narrative.