



Cover Memorandum/Staff Report

File #: 25-195 CRA

Agenda Date: 10/28/2025

Item #: 7G.

TO: CRA Board of Commissioners
FROM: Gina Clayton, Finance & Operations Director
THROUGH: Renée A. Jadusingh, Esq., Executive Director
DATE: October 28, 2025

A.-G.U.I.D.E. FUNDING REQUEST FOR FISCAL YEAR 2025-2026 - DELRAY BEACH COMMUNITY LAND TRUST

Recommended Action:

Approve the A.-G.U.I.D.E. Agreement with the Delray Beach Community Land Trust, Inc. in an amount not to exceed \$242,000 for Fiscal Year 2025-2026 and authorize the CRA Board Chair and Executive Director to execute all documents for said purpose.

Background:

The Delray Beach Community Land Trust, Inc. (DBCLT) applied for CRA A.-G.U.I.D.E.: Achieving Goals Using Impact Driven Evaluation Funding for FY 2025-2026 under the category of Affordable Housing. Funding is requested for one program (Program "A"), which is the DBCLT's Affordable Housing Program. The specifics of the DBCLT's request are summarized below.

Current Funding Request Amount:	<u>\$242,000</u>
Organization Total Budget:	<u>\$1,148,200</u>
CRA Funds - Percentage of Budget:	<u>21.1%</u>
FY2024-2025 Funding:	<u>\$239,810</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 Gdaniec; 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: 86%

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

- A.-G.U.I.D.E. Application
- A.-G.U.I.D.E. Logic Model
- A.-G.U.I.D.E. Evaluation Plan
- Strategic Plan
- IRS Form 990
- Audited Financial Statements

Additional Comments from the Committee:

The Committee wanted to draw attention to the fact that the DBCLT's program aligns closely with the CRA's overall mission and need of the CRA by providing affordable housing within the district.

FUNDING AGREEMENT:

Attached is the Funding Agreement outlining the DBCLT's reporting requirements and other responsibilities with regard to the funding provided. The DBCLT 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 2025-2026. 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 DBCLT in an amount not to exceed \$ 242,000.

Attachment(s): Exhibit A - FY 2025-2026 - DBCLT A-GUIDE 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:

\$242,000 allocated from General Ledger #6535 - A-GUIDE Funding DBCLT.

**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