DELRAY BEACH CRA
COMMUNITY REDEVELOPMENT AGENCY

Applicant:	EXPANDING & PRESERVING OUR CULTURAL HERITAGE (EPOCH) (DBA SPADY CULTURAGE HERITAGE MUSEUM)		
Program Name:	MUSEUM PROGRAMMING		
Amount Requested:	$106,000		
Total Amount Recommended:	$106,000		
	86%		
Reviewer:	1	2	3
I. ORGANIZATION CAPACITY (20%)			
1 Length of time established, overall growth/stability (out of 5)	5	4	4
2 Stability/growth of organization funding (out of 5)	4	4	3
3 Board composition, role, commitment to program/project (out of 5)	5	5	5
4 Demonstrated experience/success with similar program/project (out of 15)	14	14	12
5 Program/project leadership and staff qualifications (out of 5)	5	5	5
6 Collaborative relationships/affiliations relative to program/project (out of 5)	5	5	5
7 Strategic planning process / current plan (out of 5)	4	4	4
Organization Capacity Subtotal	42	41	38
	19%	18%	17%
II. NEED FOR PROGRAM/PROJECT (20%)			
8 Program/project need consistent with CRA Overall Need (out of 5)	4	4	4
9 Program/project need consistent with organization mission (out of 5)	4	5	5
10 Documentation of program/project need (out of 5)	5	5	4
11 Uniqueness / lack of duplication, or affiliation with similar resources (out of 5)	5	4	5
Need for Program/Project Subtotal	18	18	18
	18%	18%	18%
III. PROJECT/PROGRAM DESCRIPTION (10%)			
12 Innovative vs proven approach and justification (out of 5)	5	5	4
13 Target population(s) clearly defined and within guidelines (out of 5)	5	5	4
14 Activities clearly described and consistent with logic model (out of 5)	5	5	4
15 Staff and resources adequate to implement activities (out of 5)	5	5	3
16 Activities likely to result in stated outputs/outcomes (out of 5)	5	4	4
17 Realistic time frame to implement program/project (out of 5)	5	4	4
Program/Project Description Subtotal	30	28	23
	10%	9%	8%
IV. LOGIC MODEL / PROJECTED RESULTS (20%)			
18 Stated program/project goal clear and relevant to CRA Overall Need (out of 10)	8	8	8
19 Clear relationship between activities, outputs, and outcomes (out of 5)	4	4	4
20 Activities appropriate to program/project goal (out of 5)	4	4	5
21 Clear, measurable outputs (out of 5)	5	4	5
22 Clear, measurable outcomes (out of 5)	4	4	3
23 Program/project results likely to lead to stated Impacts (out of 5)	5	4	3
Logic Model/Projected Results Subtotal	30	28	28
	17%	16%	16%

	Reviewer:	1	2	3
	V. EVALUATION PLAN (10%)			
24	All CRA-funded activities addressed (out of 5)	5	4	5
25	Outputs presented with measurable indicators (out of 5)	4	4	5
26	Outcomes presented with measurable indicators (out of 5)	4	4	3
27	Evaluation processes clearly described (who, how/tools, when) (out of 5)	4	4	4
28	Evaluation processes reasonable, appropriate (out of 5)	4	4	4
29	Implementation responsibility/process clearly defined (out of 5)	4	4	2
30	Application/usefulness of evaluation results (out of 5)	4	4	3
	Evaluation Plan Subtotal	29	28	26
		8%	8%	7%
	VI. BUDGET & SUSTAINABILITY (20%)			
31	Adequate, appropriate expense budget to implement program/project (out of 5)	4	4	4
32	Line item costs explained/justified in narrative (out of 5)	5	4	4
33	Use of CRA funds clearly identified, may be tracked (out of 5)	5	4	5
34	Sufficient mix of funding secured to implement program/project (out of 5)	4	4	3
35	Mix & status of non-CRA funding solicited / pending (out of 5)	4	4	3
36	Financial documents demonstrate responsible financial management (out of 5)	4	4	5
37	Realistic plans to sustain program/project (out of 5)	4	4	4
	Budget & Sustainability Subtotal	30	28	28
		17%	16%	16%
	TOTAL POINTS	**179**	**171**	**161**
	PERCENTAGE	**89%**	**86%**	**82%**
NOTES AND COMMENTS				

Committee Chair: