

**FUNDING AGREEMENT FOR FISCAL YEAR 2022-2023 BETWEEN THE  
DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY AND  
CREATIVE CITY COLLABORATIVE OF DELRAY BEACH INC. (D/B/A ARTS  
GARAGE)**

**THIS AGREEMENT** is made this \_\_\_\_ day of \_\_\_\_\_, 2022 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 **CREATIVE CITY COLLABORATIVE OF DELRAY BEACH, INC. (D/B/A ARTS GARAGE)**, a Florida not-for-profit corporation, (hereinafter referred to as the “**GRANTEE**”).

**W I T N E S S E T H:**

**WHEREAS**, increasing economic development through community opportunities within the Delray Beach Community Redevelopment Area is essential to the Community Redevelopment Plan (“Plan”); and

**WHEREAS**, the **CRA** Board finds that the services and programs provided by the **GRANTEE** further the goals and objectives of the **CRA** as contained in the Plan by attracting visitors to and promoting economic development activity within the CRA district, and are in the best interest of the **CRA**; and

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

**WHEREAS**, Florida Statutes states that:

“Community redevelopment” or “redevelopment” means undertakings, activities, or projects of a county, municipality, or community redevelopment agency in a community redevelopment area for the elimination and prevention of the development or spread of slums and blight, or for the reduction or prevention of crime, or for the provision of affordable housing, whether for rent or for sale, to residents of low or moderate income, including the elderly, and may include slum clearance and redevelopment in a community redevelopment area or rehabilitation and revitalization of coastal resort and tourist areas that are deteriorating and economically distressed, or rehabilitation or conservation in a community redevelopment area, or any combination or part thereof, in accordance with a community redevelopment plan and may include the preparation of such a plan.

Section 163.340(9), Florida Statutes, and;

**WHEREAS**, Part Four, Section II.C, Subsection 3.13, page 111 of the Plan states that an objective of the CRA is to help ensure access to the arts for all ages, ethnicities, and physical ability. The Plan also states that the CRA may provide staff support and resources to assist Creative City Collaborative and other art and cultural organizations in directing and implementing the City of Delray Beach’s (“City”) cultural plan. The CRA may also work with arts organizations and public and private institutions to support projects that will enhance the City’s identity as an arts community; and

**WHEREAS**, the **CRA** finds that this Agreement serves a municipal and public purpose, is consistent with the 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. TERM DATE: The term of this Agreement shall commence upon execution by both parties. The Agreement shall continue in full force and effect until **September 30, 2023**, unless terminated by the **CRA**.

3. FUNDING: The **CRA** shall provide funding to the **GRANTEE**, for fiscal year 2022-2023, in an amount not to exceed **TWO HUNDRED SEVENTY-FIVE THOUSAND AND 00/100 Dollars (\$275,000.00)** (the "Funding Amount"). The Funding Amount funds are to be used by the **GRANTEE** to support its organizational operations for the purpose of providing community and cultural 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 **SIXTY-EIGHT THOUSAND SEVEN HUNDRED FIFTY AND 00/100 DOLLARS (\$68,750.00)** shall be made by the **CRA** to the **GRANTEE**. The **CRA** has the right to withhold quarterly payments until receipt of documentation from the **GRANTEE**, and until the **CRA** receives free access to all additional information and/or documentation from the **GRANTEE** that the **CRA** deems necessary, in its sole and absolute discretion, to analyze the **GRANTEE's** financial position, performance, and expenditure of funds in accordance with its approved A-GUIDE funding application.

4. FUNDING AVAILABILITY: The **CRA's** obligation to pay under this Agreement is contingent upon the **CRA** having received tax increments funds pursuant to Chapter 163, Part III, Florida Statutes and that the Funding Amount has been budgeted and appropriated by the **CRA's** Board of Commissioners.

5. A-GUIDE GUIDELINES: The A-GUIDE: Achieving Goals Using Impact Driven Evaluation Fiscal Year 2022-2023 Funding Cycle Guidelines, attached as **Exhibit “A”**, is incorporated herein by reference and made apart hereof.

6. A-GUIDE NONPROFIT PARTNER APPLICATION: The **GRANTEE’s** A-GUIDE Nonprofit Partner Application for Funding and its attachments including budget, attached as **Exhibit “B”**, is incorporated herein by reference and made apart hereof.

7. DUTY TO SUPPLEMENT: The **GRANTEE** shall supplement by providing written notice with supporting documentation to the **CRA** of *any* additions or changes to the information or documents it provided to the **CRA** in its approved A-GUIDE Nonprofit Partner Application for Funding and its attachments within thirty (30) days of learning of the aforementioned addition or change. Failure to comply with this provision is deemed a material breach of this Agreement and may be grounds for termination. Furthermore, the **CRA** may, in its sole and absolute discretion, cease and recoup all payments to the **GRANTEE** and the **GRANTEE** shall promptly refund all funding received under this Agreement to the **CRA**. Funds which are to be repaid to the CRA pursuant to this Section are to be repaid by delivering to the CRA a certified check for the total amount due within ten (10) days of the CRA's demand. In no way shall the **CRA** be subjected to any liability or exposure for the termination of this Agreement under this Section.

8. FACILITIES: The **GRANTEE** must be housed in a City or **CRA** owned facilities located in the **CRA** district as defined in the **CRA’s** Plan with a lease, revocable license or similar agreement or management agreement with the City or CRA.

9. QUARTERLY REPORTS: Prior to the issuance of quarterly payments by the **CRA** for Fiscal Year 2022-2023, as specified in this Agreement, **GRANTEE** shall provide quarterly program budget and narrative reports to the **CRA**. **GRANTEE** shall use the form, attached as Exhibit “\_\_\_”, in order to document the **GRANTEE's** expenditure of funds and the **GRANTEE's** progress towards outcomes projected in the Goals & Outcomes Report and Budget. Supporting documentation including but not limited to invoices and cancelled checks, etc. to justify the expense of **CRA** funds for each expense over Two Thousand Five Hundred and 00/100 Dollars (\$2,500.00) shall be submitted to the **CRA** each quarter along with the quarterly budget and narrative reports (“Supporting Documentation”). The **CRA's** Executive Director may approve and accept alternative forms or information as Supporting Documentation at her sole and absolute discretion. The **GRANTEE** will also be required to submit a Quarterly Balance Sheet. In addition, the **GRANTEE** may be required to present a quarterly update to the **CRA** Board upon request. The program budget and narrative reports, supporting documentation, and Balance Sheet shall be provided to the **CRA** no later than January 31, 2023, April 30, 2023, July 31, 2023 and October 31, 2023. In addition, the **CRA** may request that the **GRANTEE** provide any additional information and/or documentation that the **CRA**, in its sole and absolute discretion, deems necessary to fully evaluate the **GRANTEE's** performance and financial status. Such additional information shall be provided, promptly and free of charge, by the **GRANTEE** to the **CRA**. The quarterly payment will not be released to the **GRANTEE** until the **CRA** receives the program budget and narrative reports, supporting documentation, Balance Sheet and any additional information and/or documentation requested and not until

such information and/or documentation is verified as complete and sufficient by the CRA.

10. GOALS AND OBJECTIVES: If the **CRA** determines pursuant to the A-GUIDE Logic Model and Evaluation Plan that the **GRANTEE** 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 **GRANTEE** of such deficiency(ies), and the **GRANTEE** shall have fourteen (14) days from the effective date of the notice, pursuant to Section 19 of this Agreement, to cure the deficiency(ies) to the satisfaction of the **CRA**. Should the **GRANTEE** fail to cure such deficiency(ies) to the satisfaction of the **CRA**, the **CRA** Board has the right to terminate the Agreement immediately after delivery of written notice, pursuant to Section 19 of this Agreement, to **GRANTEE**. Furthermore, the **CRA** may, in its sole and absolute discretion, cease and recoup all payments to the **GRANTEE**. The **CRA's** Board shall have sole and absolute discretion with respect to the determination as to whether **GRANTEE** is filling the **CRA's** goals and objectives. Funds which are to be repaid to the CRA pursuant to this Section are to be repaid by delivering to the CRA a certified check for the total amount due within ten (10) days of the CRA's demand. In no way shall the **CRA** be subjected to any liability or exposure for the termination of this Agreement under this Section.

11. VARIANCES: Proposed changes to funding-related documents must be approved in advance by the CRA Community Engagement Director, as follows: 1) All changes to the Logic Model or Evaluation Plan; or 2) Changes of more than ten percent (10%) in any Budget line item.

12. MEDIA/PUBLIC RELATIONS: The **GRANTEE** 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**. 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. News releases; print advertising; radio and television advertising must have the **CRA**'s logo clearly recognizable/audible in the advertisement. Upon request by the **CRA**, the **GRANTEE** shall provide proof of the use of the **CRA** logo as required by this paragraph for projects funded pursuant to this Agreement.

13. INDEPENDENT CONTRACTOR: Both the **CRA** and the **GRANTEE** agree that the **GRANTEE** shall at all times act as an independent contractor in the performance of its duties under this Agreement. Accordingly, the **GRANTEE** shall be responsible for the payment of all taxes including Federal and State taxes arising out of the **GRANTEE'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.

14. INSPECTION: The **GRANTEE** 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 and financial status provided pursuant to this Agreement. The **GRANTEE** 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 **GRANTEE** 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**, including unlawful and/or unauthorized expenditures discovered after the termination of this Agreement, and if this Agreement is still in force, any subsequent request for payment shall be withheld by the **CRA**. The **CRA** shall have sole and absolute discretion with respect to the determination as to whether **GRANTEE** is expending funds in accordance with this Agreement. Funds which are to be repaid to the CRA pursuant to this Section are to be repaid by delivering to the CRA a certified check for the total amount due within ten (10) days of the CRA's demand.

15. **AUDIT RIGHTS.** The CRA shall have the right at any time to conduct audits including free access of the **GRANTEE's** records pertaining to the Funding Amount, this Agreement, its financial status, performance, and expenditure of funds in accordance with its approved A-GUIDE funding application and this Agreement. Such records must be maintained by the **GRANTEE** for a period of seven (7) years. The **GRANTEE** agrees to cooperate with the CRA in the performance of these activities. Such audits shall take place at a mutually agreeable date and time. If it is determined, in the CRA's sole and absolute discretion, during the course of the audit that the funding under this Agreement was used for unallowable costs, the **GRANTEE** agrees to promptly reimburse the CRA for such unallowable payments upon request, including unlawful and/or unauthorized expenditures discovered after the termination of this Agreement. The right of the CRA to conduct audits pursuant to this Agreement shall



exist for seven (7) years from the completion and/or termination of this Agreement. This Section shall survive expiration or early termination of this Agreement. Funds which are to be repaid to the CRA pursuant to this Section are to be repaid by delivering to the CRA a certified check for the total amount due within ten (10) days of the CRA's demand.

16. IMPROPER EXPENDITURE: In the event the **GRANTEE** does not expend funds in accordance with its approved A-GUIDE funding application and budget, attached as **Exhibit "B"**, the **CRA** shall provide written notice, pursuant to Section 19 of this Agreement, to the **GRANTEE** of such deficiency(ies), and the **GRANTEE** shall have fourteen (14) days from date of return receipt to cure the deficiency(ies) to the satisfaction of the **CRA**. Should the **GRANTEE** 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 **GRANTEE**, under the terms of this Agreement. The **CRA** shall have sole and absolute discretion with respect to the determination as to whether **GRANTEE** is expending funds in accordance with its approved A-GUIDE funding application.

17. TERMINATION FOR CONVENIENCE: The **CRA**, in its sole and absolute discretion, reserves the right to terminate this Agreement without cause upon five (5) days written notice to GRANTEE. Upon receipt or effectiveness of such notice, pursuant to Section 19 of this Agreement, the GRANTEE shall not receive any additional funds under the Funding Amount from the **CRA**. Furthermore, upon issuing such notice, the **CRA** may, in its sole and absolute discretion, cease all payments to the GRANTEE. In no way shall the **CRA** be subjected to any liability or exposure for the

termination of this Agreement under this Section.

18. **ATTORNEY'S FEES:** If any legal action or other proceeding is brought for the enforcement of this Agreement, compliance, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this Agreement, the successful or prevailing party or parties shall be entitled to recover reasonable attorneys' fees, court costs and all expenses (including taxes) even if no taxable as court costs (including, without limitation, all such fees, costs and expenses incident to appeals), incurred in that action or proceeding, in addition to any other relief to which such party or parties may be entitled, provided, however, that this clause pertains only to the parties to this Agreement.

19. **NOTICE.** All notices, requests, and responses provided for herein shall be in writing. Such documents shall be given by deposit in the custody of the United States Postal Service, by registered or certified mail (postage prepaid), return receipt requested, and notice shall be deemed effective on the third (3<sup>rd</sup>) business day after mailing. The **CRA** and **GRANTEE** designate the following as the appropriate people and places for delivering notices and other documents:

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

**Email Copy to:** Kim Phan, Esq., Legal Advisor  
Kimp@mydelraybeach.com

**CCC:** Marjorie Waldo, CEO  
94 NE 2<sup>nd</sup> Avenue  
Delray Beach, Florida 33444

Telephone No.: (561) 450-6357

Both parties reserve the right to designate a different representative in the future, or to change the address for notice, by providing written notice to the other party of such change.

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

**KIM N. PHAN, ESQ.**  
**561-276-8640**  
**KIMP@MYDELRAYBEACH.COM**  
**20 NORTH SWINTON AVENUE**  
**DELRAY BEACH, FLORIDA 33444**

21. ASSIGNMENT: Neither the **CRA** nor the **GRANTEE** shall assign or transfer any rights or interest in this Agreement.

22. GOVERNING LAW AND VENUE: This Agreement shall be governed by and in accordance with the Laws of Florida. At all times, **GRANTEE** shall comply with all applicable federal, state and local laws and regulations and failure to do so is deemed a material breach of this Agreement. The venue for any action arising from this Agreement shall be in Palm Beach County, Florida.

23. SEVERABILITY: The invalidity 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.

24. ENTIRE AGREEMENT: This Agreement shall not be valid until signed by the **CRA** Chair. 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.

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

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

ATTEST:

CREATIVE CITY COLLABORATIVE  
OF DELRAY BEACH INC. (D/B/A ARTS  
GARAGE), a Florida Non for-profit  
Corporation

\_\_\_\_\_  
Print Name: \_\_\_\_\_

By: \_\_\_\_\_

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”  
A-GUIDE: Achieving Goals Using Impact Driven Evaluation Fiscal Year 2022-2023  
Funding Cycle Guidelines



## A-G.U.I.D.E. Nonprofit Partner Application for Funding INSTRUCTIONS

Organizations interested in applying for support from the Delray Beach Community Redevelopment Agency (CRA) are strongly encouraged to review the A-GUIDE: *Achieving Goals Using Impact Driven Evaluation*, to confirm eligibility and obtain complete guidelines. The A-GUIDE, application, and related forms are available online at [www.delraycra.org](http://www.delraycra.org).

### IMPORTANT DATES

#### Fiscal Year 2021-2022 Funding Cycle

May 1, 2022	Application available online
July 15, 2022	Applications due
August 2022	Evaluation Committee review of applications
September 1, 2022	Applicant organization presentations to CRA Board (Workshop)
September 29, 2022	Funding decisions by CRA Board

*\*\*The CRA has the right to adjust the dates as necessary. All applicants would be notified of any change.*

### GENERAL INSTRUCTIONS

Your application must be completed using the format provided by the CRA. The Word Application form uses the Palatino Linotype, 11-point font. Maintain this font and *single spacing* for your responses, if using the Word Application.

#### Before you begin to fill in the application:

- Read all of these application instructions carefully
- Re-name the file using the following format: Application, Name of Organization, Due date.doc (if using Microsoft Word Format)
- Fill in your organization name and the due date in the Footer (if using Microsoft Word Format)

*If requested funding is not linked to a specific named project or program within the organization but rather to an organization-wide activity, administrative function, or other component it must still correlate with a "Key Activity" on the organization's Logic Model. A project/program "title" should be assigned to identify it, and it should be considered Project/Program A or B, accordingly.*

Enter all responses in the spaces provided. Instructions for specific items follow. Enter a response or "Not Applicable" for each item; do not leave any blanks.

Limit your narrative responses to the stated number of words. It is not necessary to use the maximum number of words; respond to each item as succinctly as possible to get your point across. (Use the Word Count feature in Word to check the exact number.)

You may find it helpful to draft your responses on a separate sheet and then copy-and-paste into the application form.

## INDIVIDUAL APPLICATION ITEMS

### SECTION I. ORGANIZATION INFORMATION

- 1 **Organization legal name:** as shown on the 501(c)(3) letter; include dba name (doing business as), if applicable
- 2 **Address:** physical location of main organization office
- 3 **Telephone:** telephone number, including area code, for main organization office
- 4 **Fax:** organization fax number, including area code
- 5 **Website:** organization website address
- 6 **Mission Statement:** Board-approved mission statement
- 7 **Executive Leader:** name of Executive Director or Chief Executive Officer
- 8 **Application Contact:** name of person to contact for questions regarding application
- 9 **Title:** of Application Contact, if applicable
- 10 **Contact Telephone:** phone number for Application Contact, if applicable
- 11 **Email:** e-mail address for Application Contact, if applicable
- 12 **Year Established, Organization History and Growth (maximum 1,000 words):** brief overall history and key events that speak to your organization's strengths and qualifications, especially as they pertain to the proposed services for which you are requesting CRA support; include negative events or challenges you have overcome if you think doing so will strengthen your case
- 13 **Policy on Board Contributions (maximum 250 words):** formal or informal policy on Board member contributions; attach policy if applicable
- 14 **For current fiscal year, number of Board members contributing cash donations, donations raised from others, volunteer hours, in-kind donations:** the unduplicated number of Board members only that have contributed in each category during the current fiscal year
- 15 **For current fiscal year, amount/value of Board member contributions of cash, donations raised from others, volunteer hours, in-kind donations:** the total dollar value for each category of contributions by Board members represented in item #15
- 16 **Oversight/Accreditation/Affiliation**



## **SECTION II. PROJECT/PROGRAM INFORMATION**

### **Program A**

- 17 **Project/Program Title:** specific project or program within the organization or organization-wide activity, administrative function, or other component; must correlate with a “Key Activity” on the Logic Model and be assigned a title
- 18 **New or Existing Project/Program (select Yes or No)**
- 19 **If Existing Project/Program, Year Established**
- 20 **Prior CRA Funding for Same Project/Program (select Yes or No):** has your organization received previous CRA funding for the same type of project or program?
- 21 **Time Period:** indicate the fiscal year(s) if organization has received prior CRA funding for the same project/program
- 22 **Project/Program Description (if previously funded for the same project/program, also include BRIEF summary of key accomplishments):** provide a description of the project/program for which CRA funding is being requested

### **Program B, if applicable**

- 23 **Project/Program Title:** specific project or program within the organization or organization-wide activity, administrative function, or other component; must correlate with a “Key Activity” on the Logic Model and be assigned a title
- 24 **New or Existing Project/Program (select Yes or No)**
- 25 **If Existing Project/Program, Year Established**
- 26 **Prior CRA Funding for Same Project/Program (Yes/No):** has your organization received previous CRA funding for the same type of project or program?
- 27 **Time Period:** indicate the fiscal year(s) if organization has received prior CRA funding for the same project/program
- 28 **Project/Program Description (if previously funded for the same project/program, also include BRIEF summary of key accomplishments):** provide a description of the project/program for which CRA funding is being requested
- 29 **Delray CRA Overall Need Addressed and Description:** select and describe program’s alignment to an Overall Need – “Economic/Business Development” OR “Affordable Housing” OR “Recreation & Cultural Facilities” as defined in the CRA Plan and the A-GUIDE Funding Framework
- 30 **Key Staff and Qualifications (maximum 500 words):** staff directly responsible for implementing, managing, and evaluating the project/program and brief summary of their relevant credentials and experience
- 31 **Potential Challenges and Strategies to Address Them (maximum 500 words)**

### **Section III. FINANCIAL INFORMATION**

#### **Enter budget amounts for the Organization:**

- 32 **Total Organization Budget for Previous FY 2020-2021:** Final audited Total Organization budget for the previous Fiscal Year
- 33 **Total Organization Budget for Current FY 2021-2022:** Board-approved Total Organization Budget for the current Fiscal Year; most recent figure if the budget has been revised during the year
- 34 **Total Organization Budget for Proposed 2022-2023:** Proposed Total Organization Budget for the fiscal year for which the request is being submitted; if the request is made for the current Fiscal Year, enter that amount again

#### **Enter budget amounts for the Project/Program:**

##### **Program A:**

- 35 **Project/Program A Budget:** total budget amount for the project/program included in this CRA application
- 36 **Amount Requested**
- 37 **Project/Program A Percent of Organization Budget:** percent of Amount Requested of the *Total Organization Budget* (not the Total Project/Program Budget); this amount may not exceed 25%

##### **Program B:**

- 38 **Project/Program B Budget:** total budget amount for the project/program included in this CRA application
- 39 **Amount Requested**
- 40 **Project/Program B Percent of Organization Budget:** percent of Amount Requested of the *Total Organization Budget* (not the Total Project/Program Budget); this amount may not exceed 25%
- 41 **Total funding being requested from the CRA:** total Project/Program Budget for A + B being requested from the CRA; total should match the Budget Form (Attachment J); refer to separate budget instructions
- 42 **Total Percent of Organization Budget:** percent of the total Amount Requested of the *Total Organization (item #37 plus #40)*; this amount may not exceed 25%
- 43 **Type(s) of Support Requested:** list one or more types of support as defined in the A-GUIDE Guidelines
- 44 **Other Support/Status and Plans for Sustainability (maximum 500 words):** planned and committed financial support including status of funds requested but not confirmed, as well as other factors expected to assure sustainability of the program; for time-limited projects, mix of funding and other support expected to make it possible to complete the project within the anticipated time frame

#### **SECTION IV. APPLICATION CHECKLIST**

- A. Cover Letter signed by Board President/Chair stating: (1) the application package was endorsed by a majority vote of the board; include the date of the meeting in which the vote was taken and the vote (e.g., 5-2, 7-0); (2) the board understands that the CRA funding is to be utilized in conjunction with programs and operations that are consistent with the CRA's mission, and (3) board members are committed to assisting the organization in working to achieve the measurable outcomes identified in the funding application. *If the Board meeting schedule precludes a review/vote prior to submitting the application, indicate in the letter the date that meeting will take place and send the full commitment letter before the CRA Board presentation*
- B. 501(c)(3) Letter
- C. Board of Directors/Officers list
- D. Policy on Board contributions, if applicable
- E. Strategic Plan or other long-term planning document
- F. Logic Model – *refer to separate instructions*
- G. Goals and Outcomes Report
- H. Evaluation Plan - *refer to separate instructions*
- I. Combined Budget Form
- J. Project/Program Budget & Narrative Form - *refer to separate instructions*
- K. Most recent Financial Statement – current fiscal year-to-date through April
- L. Most recent Form 990
- M. Most recent Independent Financial Audit/Review/Compilation Report According to organization's bylaws
- N. Affiliation Agreements, if applicable
- O. Current Balance Sheet – As of 3/31/2022 or more recent.

***\*\*The CRA has the right to determine what documents included on the list are n/a and request any additional information as necessary.***

The checklist is provided to assure that the application is complete. Applicants will be advised of missing components and given a time-limited opportunity to add them. If the time frame passes and missing components are not provided, incomplete applications will not be given further consideration.

- Enter ✓(provided), X (not provided), or leave unchecked if not applicable, for each item on the checklist
- Enter titles and/or dates as requested for various documents

#### **SECTION V. CERTIFICATION STATEMENT AND SIGNATURE**

The name and title of the chief executive of the organization must be typed in and he or she must sign and date the certification statement in blue ink.

## **ASSEMBLING THE APPLICATION**

Print the original document and mark it "ORIGINAL" at the top of the first page. Assemble the complete application document in the following order:

### **Cover Letter**

#### **1. Application for Funding**

#### **2. Organization Information:**

- 501(c)(3) Letter
- Board of Directors list
- Policy on Board roles & responsibilities, if applicable
- Policy on Board contributions, if applicable
- Strategic Plan or other long term planning document
- Policy on strategic/long term planning, if applicable

#### **3. Project/Program Documents:**

- Logic Model
- Goals and Outcomes Report
- Evaluation Plan

#### **4. Financial Information:**

- CRA Project/Program Budget Request
- CRA Project/Program Budget Narrative
- Most recent Financial Statement
- Most recent Form 990
- Most recent Independent Financial Audit/Review/Compilation according to your organization's bylaws

#### **5. Affiliation Agreements, if applicable**

Make Five (5) copies of the complete document, including the cover letter and all attachments. (Printing on three-hole-punch paper will preclude having to punch holes in all of the sheets.) Do not staple any of the pages together.

Place the original and each of the four copies in a three-ring loose-leaf binder. Place the cover letter on top and enter the remaining pages in order as instructed above behind the following five tabs:

- 1. Application Form**
- 2. Organization Information**
- 3. Project/Program Documents**
- 4. Financial Information**
- 5. Affiliation Agreements**

Save your completed Application for Funding and CRA Combined Budget, including Project/Program Budget Narrative(s) as .pdf files. Copy these files *and all other application attachments* onto a flash drive. It is *NOT* necessary to convert all other attachments to .pdf files if they are not already saved in that format.

Label the flash drive with your organization name and the submission due date.

## **SUBMISSION OF THE APPLICATION**

Place the original application, plus Four copies, and the flash drive in a sealed box and deliver to the CRA office at the following address by hand, US mail, or courier service. Proof of delivery is recommended.

ATTENTION: Alexina Jeannite, Community Engagement Director  
Delray Beach Community Redevelopment Agency  
20 North Swinton Avenue  
Delray Beach, FL 33444  
(561) 276-8640

The application package must be received at the CRA office on the due date. *Late applications will not be accepted.* Applications will not be accepted by fax or email.

## **QUESTIONS / TECHNICAL ASSISTANCE**

You may submit questions by e-mail to [jeannitea@mydelraybeach.com](mailto:jeannitea@mydelraybeach.com) until two weeks before the application deadline. You will receive a response within two business days and answers relevant to all applicants will be posted on the CRA website, [www.delraycra.org](http://www.delraycra.org).

EXHIBIT "B"  
A-GUIDE Nonprofit Partner Application for Funding and its Attachments



## A-G.U.I.D.E. Nonprofit Partner Application for Funding

### SECTION I. ORGANIZATION INFORMATION

1 **Organization Legal Name:** Creative City Collaborative of Delray Beach, Inc.

*dba*, if applicable: Arts Garage

2 **Address:** 94 NE 2<sup>nd</sup> Ave. Delray Beach, FL 33444

3 **Telephone:** 561-450-6357

4 **Fax:** N/A

5 **Website:** <https://artsgarage.org>

6 **Mission Statement:**

With a vision of “connecting our community to the world through the arts,” our mission is to deliver innovative, diverse, meaningful and accessible visual and performing arts experiences to Delray Beach and the South Florida community.

7 **Executive Leader:** Marjorie Waldo, M.Ed.

8 **Application Contact:** Marjorie Waldo

9 **Title:** President & CEO

10 **Contact Telephone:** 561.665.5857

11 **Email:** [marjorie@artsgarage.org](mailto:marjorie@artsgarage.org)

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

Established in 2011 to provide innovative and diverse cultural & performing arts opportunities for the Delray Beach community, and restructured in 2016, Arts Garage is now a respected and well-known venue in Delray Beach and its surrounding communities.

Arts Garage connects our community to the world through the arts. We believe that equity is vital to the arts and to our community. We are committed to ensuring that Arts Garage celebrates diversity in thought, culture, experience, and perspective to maintain an organization where all people can contribute.

Squarely located in the center of the CRA district in the beautifully diverse Delray Beach, Arts Garage, our programming not only increases economic activity in our downtown, but also provides over 300 opportunities for our citizens and visitors to experience high end and accessible events, as Coyote Tanner said in a Google review on 7/12/2022, “What an awesome venue, very personable, upscale, but, as the name says, a little industrial. That combo builds some of the most incredible sounds, performances. Check out the website, see what coming up, and make a date to check this place out. With food (bring your own) and drinks (full bars) to order. It will become a new to do item on your entertainment list!”

From Grammy Award winning musicians to emerging, local artists, Arts Garage hosts performers representing a broad diversity of cultures and genres on our main stage. We have a vibrant and ever-changing calendar full of almost every genre of music you can name. We have attached sample programs from throughout this past year to give you some insight into the variety, diversity, and quality of our performances. Our Marshall Family Foundation Gallery at Arts Garage exhibits emerging visual artists from the Delray Beach area and South Florida region, ensuring that each has a reception, aligned with Delray Beach’s monthly Art Walk, drawing people to their exhibit. With both adult and children’s arts education programming in dance, visual arts, music and theatre, Arts Garage provides a variety of opportunities for locals to grow their talents and knowledge of the visual & performing arts. We stage several theatre works each year focused on new work and often timely and socially relevant content.

Arts Garage has 4.5 stars on Yelp and TripAdvisor, and 4.8 stars on Google, and we hold the 2022 TripAdvisor’s Traveler’s Choice Award as well as #8 in Art Galleries and Concerts. We continue to receive glowing reviews like this five-star from Google on July 3, 2022: “If you’re seeking a casually classy spot for a variety of art shows, concerts, comedy and an assortment of other entertainments – then THIS is your spot!” or this one from Yelp on

May 21, 2022: "Wonderful intimate setting. Acoustics very good. Friendly volunteers. Can always listen to a hidden gem no matter the genre. Highly recommend."

We work diligently to improve the attractiveness and quality of what our town has to offer by presenting not only a significant quantity of programs (Arts Garage now produces over 300 events, concerts, and classes annually and highlights nearly every genre and discipline in the visual and performing arts) but also to ensure that the quality of each event matches our reputation throughout the United States. We have had snowbirds tell us that they determine when they will return to Delray based on our performance calendar, for example.

Our total (ticket sales & donations) revenues increased 70% from September 2017 to September 2019, and although we were stymied by the pandemic, our revenues as of June 30, 2022, with four months remaining in the fiscal year, are approximately 32% lower than their peak in 2019. In fact, June 2022 ticket revenues matched our June 2019 numbers. Donations, \$243,288 at their peak in 2019, have held steady at approximately \$210,000 annually in 2020 and 2021. We are already at \$210,484 with four months to go this fiscal year. Donation income includes Individual Donations, Foundation Support, Corporate Support, and Fundraising. Covid still presents challenges, but we are working hard to overcome them.

In addition to the CRA A-Guide funding, we continue to vie for additional grant dollars (the State of Florida Department of Cultural Affairs, the Hagen Family Foundation, the Kimmel Family Foundation, Florida Blue HEDI grant and others). Our Band of Angels now has 41 \$10,000 donations with 5 donors in calendar year 2021 and 7 donors so far in calendar year 2022. More of these members have become annual donors, and the program is a mainstay of our development and fundraising efforts. We recently restarted our development efforts and look forward to implementing strategies developed prior to Covid.

According to the Arts & Economic Prosperity IV Calculator, in FY22 to date only, we have made an economic impact of 43.6 FTE jobs & contributed \$981,559 to Household Incomes. We impacted our Local Government with \$50,894 in revenues and our State Government with \$58,095 in revenues. We are proud of the role we have in maintaining the national recognition of Delray Beach as an arts & culture destination as well as our impact on economic activity in our town.

Arts Garage continues to grow our local and regional partnerships including ongoing relationships with the Spady Cultural Heritage Museum, Roots & Wings, KOPMN, the Haitian American Chamber of Commerce and the Delray Beach Chamber of Commerce. Our most recent partnership with the Spady and the CRA has produced two years of exceptional programming focused on the impact of race on our culture with the shared curation of themes and speakers, operational and marketing efforts, and the CRA generously underwriting. This results in a collaboration in the truest sense of the word.

We also work with and support the DDA and WXEL (PBS) (often resulting in bartered advertisements, both print and tv), the Delray Beach Police Department, the Delray Beach Fire Department and the City Manager's Association, all to guarantee our city knows how much we appreciate the opportunity we have at Arts Garage.

We continue to work with the Bahamian Celebration Committee and Healthier Delray Beach to further our goal of supporting our BIPOC (Black Indigenous People of Color) community and providing diverse programming. We continue to provide support to our local public schools through scholarships for Arts Education enrollment, heARTfelt (a donation drive providing over \$750 in art & music supplies to each of three schools so far). Our CEO, a career educator prior to joining the Arts Garage team, and our Director of Arts Education continue to build relationships supporting our public schools. As a member of Coalition for Black Student Achievement in Palm Beach County and the City's Education Board, the CEO is passionate to continue this support.

Arts Garage is committed to providing access to the arts for everyone, and in that spirit, we have grown our volunteer programming and our weeknight programming. Our adult volunteers attend amazing shows and events, & our youth volunteer program provides volunteer hours that teens can use for their resumes, transcripts



& college applications. Scholarships for students of all ages means that we can say “yes” to anyone who wants to attend a class. Our donors are generous and love assisting us with providing access to everyone who wants to be a part of the magic that is Arts Garage.

The team constantly evaluates our programming, designing & implementing new programs to reach all members of our community. We believe that everyone benefits from the arts and as such we want to provide access to affordable, relevant, and meaningful visual and performing arts experiences. We have added an IDEA (Inclusion, Diversity, Equity & Access) Director to our team in order evaluate our efforts to serve the broader community.. Our efforts include creating an exceptional experience for our team, our board members, our volunteers, the performers and our patrons and donors. We take our responsibility seriously and we are proud of our efforts to make our community and stakeholders feel a part of the family that is Arts Garage.

**13 Policy on Board Contributions (maximum 250 words):**

All Board Members make a recommended annual donation of \$3000 each October of 2020 (currently 8 members). They have also committed to raise sponsorship dollars to fully fund our annual gala so that all revenues impact our operating budget directly. In addition to their donations in FY 2021, our board members purchase tickets and attend events at Arts Garage consistently, bringing new attendees to the venue and increasing the visibility of Arts Garage in the community. The Board works diligently to grow our donor base through access to their networks.

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

9 Cash donations 9 Donations raised from others 600 Volunteer hours 0 In-kind donations

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

<u>\$ 50,740</u> Cash donations	<u>\$45,000</u> Donations raised from others
<u>600</u> Volunteer hours	<u>\$0</u> In-kind donations

**16 Oversight/Accreditation/Affiliation:**

The Board of Directors at Arts Garage meets a minimum of six times a year and the Executive Committee meets an additional six times. Our Finance Committee meets monthly to review detailed financials of the organization, providing insight and input to our fiscal process and ensuring that the Board is made aware of all notable events.

- Our Finance Committee (1 Board Member and 2 Community Members) meets with the CEO monthly and reviews in detail our detailed monthly financial reports.
- Our Development Committees (4 Board Members) meets in alignment with our fundraising and development activities, generally once per month at a minimum.
- Our Governance & Nominating Committee (4 Board Members) meets as needed.
- Our Board meets every other month and a total of 6 times a year and our Executive Committee (Chair, Vice Chair, Secretary & Treasurer) meets on alternating months, 6 times a year.
- The CEO meets as needed with the Board Chair to review concerns, prepare the board and committee agendas and to cultivate support for the CEO.

Arts Garage maintains current memberships with the Florida Cultural Alliance, Discover Palm Beach County, Delray Beach Chamber of Commerce, Cultural Council of Palm Beach County, the Black Chamber, the Women’s Chamber, the Hispanic Chamber, Compass (LGBTQ organization), ASCAP, BMI ASCAP, and the Florida Professional Presenters Consortium.

Arts Garage loves to collaborate with governmental agencies, chambers and local not for profits with goals similar to ours. This not only creates a strong sense of community, but it also extends our reach into the community.

**Spady Cultural Heritage Museum:** Arts Garage has partnered with the Spady Museum for several years producing events like the Florida Highwaymen and Juneteenth events. This partnership richly captures the vision of the Arts Garage to connect our community to the world through the arts. Alongside the CRA, Arts Garage has partnered with the Spady Museum for the Authors Speak series.

**Community Redevelopment Agency (CRA):** Along with the Spady Cultural Heritage Museum, our largest funder and one of our newest partners, the CRA, has created a new series, Authors Speak: The Impact of Race on American Society.

**Downtown Development Agency (DDA):** We have worked for several years to produce events alongside of the DDA, most recently the Town Hall Meeting where we received print advertising in trade for event costs.

**Knights of Pythagoras Mentoring Network (KOPMN):** Arts Garage has hosted, for six years running, the MLK, Jr. Oratorical Contest bringing children & their parents into Arts Garage, often for the first time, and bringing our community together in the process.

**Greater Delray Beach Chamber of Commerce:** Arts Garage has worked with the Chamber for six years including Business Expos, Candidate's Forums, the non-Profit Council and Leadership Delray. This partnership allows us to benefit from the expanded network the Chamber offers, bringing new and diverse faces to the venue, and extending our brand into the community.

**Bahamian Celebration Committee:** For the third year, Arts Garage will partner with the committee to host the Caribbean Festival. This has led to other collaborations like a Book Club event this July and 12 Days of Christmas concert.

**Local Schools:** Arts Garage has supported our local schools with art exhibits in the Marshall Family Foundation Gallery. In addition, we work to engage the Community Liaisons, teachers and administrators of each school by providing arts education programming that many of our local schools have had to eliminate or severely reduce due to budget constraints. We provide scholarships for any students who cannot otherwise afford to attend. In addition, we have provided art and music supplies (a \$750 value for each school) to three schools with additional schools now scheduled.

Arts Garage is proud of its many collaborations. Working together with these organizations to find ways to make a difference in the lives of our community members and to bring people together is a remarkable thing.

## SECTION II. PROJECT/PROGRAM INFORMATION

### Program A

17 **Project/Program Title:** Community Building Through the Arts

18 **Check one:**

☐ New

X Existing

19 **If existing Program,  
year established:**

2019-2020

20 **Prior CRA Funding for  
Same Project/ Program?**

X Yes

☐ No

20 **Time Period(s):**

FY2022-2023

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

Arts Garage seeks general programming support for our diverse and accessible musical and visual arts programming which showcases professional international, national & regional touring artists as well as emerging local artists. Although the title of our Program and this general description have not changed since our last application, as evidenced by our program brochures (added to our submission this year), our programming is organic, constantly changing and with a variety of events.

For example, since October 2021, we have showcased musical genres of Zydeco by CJ Chenier (11/2021), Rock/Pop by Steve Forbert (01/2022), Swing by Gunhild Carling (02/2022), Gospel by Helen Miller (03/2022), Flamenco & Gypsy Jazz by Yael & Gabriel (04/2022), R&B/Soul by Warren Wolf (05/2022), Klezmer by the Klezmer Contemporary Orchestra (06/2022), Cuban Charanga by Gumby Navedo (06/2022) and many more. We strive to ensure that our performers and artists feel much of what Tal Cohen explains here: "For me the arts garage is a hub for art- I feel acceptance there and encouragement to present exactly what I want to present. The arts garage has built itself a reputation that includes only the highest of their craft and I fine tune my performance there months before. I love this place and I connect with it because it is a true listening room that provides all the needed things for the performance to be of the highest caliber. In my opinion it is the best performance place in south Florida if not the whole of Florida." Or Nicole Henry's comment, "I have played Arts Garage over 10 times since 2013 and it is one of my favorite rooms to play in the world. From the volunteers to the audience- it always feels like I'm home! The audience that the Arts Garage has cultivated is supportive and so welcoming, which I feel is a beautiful reflection of the staff, management and its overall purpose and commitment to the community. I always look forward to getting back on their stage!! I feel the love every time I'm in the room."

Equitable access to the arts is essential to our community. Not only does the research show that participation in the arts positively impacts academic ability, motivation and self-confidence in children and teenagers, adults also see physical and mental health advantages, reducing anxiety, stress and chronic pain and helping them stay more involved in their communities.

Arts Garage serves patrons aged 6 to 96. We have worked diligently to provide programming that appeals to all racial demographics, and we consistently showcase programming engaging the LGBTQ, Haitian and Black communities. We are pleased that we see more diversity in our audience each week, and we are committed to organizational equity in hiring and in programming. We have presented three Authors Speak events alongside the CRA & the Spady Museum (02/2022, 04/2022, and 06/2022) discussing topics of importance to the Black community including mental health, education and surveillance. We hosted a Juneteenth Celebration concert with the Julius Sanna Band as well.

While the A-Guide Grant Project name is the same, our calendar and programming are NEVER static, finding new genres or performers to grow our own reputation while contributing to our city's destination status and economic development.

Arts Garage provides access to the arts that allows patrons to celebrate their passion for the arts while they learn more about themselves, their community, and the world. Using a variety of strategies, Arts Garage engages the

broad community that is its home, making sure that our patrons can ENJOY, EXPRESS, EMERGE & EXPAND in our venue.

This project will encompass all the following and more:

- Mainstage music, comedy, and theatrical programming,
- Weeknight programming engaging a younger demographic and encouraging emerging artists,
- Performances, exhibits, and events showcasing underrepresented art disciplines,
- Gallery exhibits showcasing regional emerging artists,
- Ongoing & growing volunteer program intended to build equity and access for all
- Community events to support our local partners, governmental & non-profit
- Performances, exhibits and events that focus on race, sexuality, gender & culture that bridge the gaps between different segments of our community.

The last several years saw incredible growth as we turned the organization around from late 2016 to late 2018. By September of 2019, our ticket revenues and donations increased by 71% from September of 2017. We have slowly rebuilt again after the debilitating effects of Covid-19. By the end of June (with one quarter left in our fiscal year), our ticket revenues and donations sit 15% above September of 2017. We are still growing.

Although we are still being impacted by the lingering and everchanging pandemic, we sit in better shape today than we did before the pandemic thanks to the flexibility of our granting agencies, our donors, and successful leveraging of federal dollars that allow us to keep going despite ongoing challenges caused by Covid. With 8 new members of the Band of Angels in 2020, and 5 in 2021, we now have 7 donors already for the 2022 calendar year. Although we are operating at full capacity, we continue to carefully evaluate expenses as we see the long term buying patterns have changed as the threat of coronavirus continues.

We are connecting our community the arts always, regardless of our challenges, and we once again host over 300 events annually, including Arts Education classes & camps, Gallery exhibits, main stage performances, open mic nights and collaborations with our partners.

Program B (if applicable)			
23 Project/Program Title:			
24 Check one: <input type="checkbox"/> New <input type="checkbox"/> Existing	25 If existing Program, year established:	26 Prior CRA Funding for Same Project/Program? <input type="checkbox"/> Yes <input type="checkbox"/> No	27 Time Period(s):
28 Project/Program Description (if previously funded for the same project/program, also include BRIEF summary of key accomplishments):  N/A			

**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:**

Arts Garage programming sits squarely in the CRA's goal of Recreation & Cultural Facilities. We are well known by performers, patrons and local businesses for the programs we present, and we continue to add to the economic stability of Delray Beach. We work hard to be the best multi-disciplinary venue in South Florida, and our fans and performers speak to our success. Our success is also a success for the CRA and for the City of Delray Beach.

**30 Key Staff and Qualifications (maximum 500 words):**

**Marjorie Waldo, M.Ed., President & CEO,** is a graduate of the University of Virginia with a BA in Drama, received her Master's in Educational Leadership from FAU. A career educator with over 25 years' experience, Marjorie's passion was founded in building schools where the most vulnerable students felt loved and respected. Her work supported the high school graduation of over 200 dropouts. A not-for-profit turn-around expert and consultant, she is accomplished at strategic planning, organizational growth, fundraising, development, and programming. With a love for small not for profits, Marjorie honed her skills in fundraising & development, successfully managed budgets from \$1 to \$8 million, and she has written over \$15 million in successful grants. Marjorie serves on the Coalition of Black Student Achievement – Palm Beach County and the City of Delray Beach's Education Board. She has her own consulting business where she helps small businesses, both for profit and not-for profit, as well as governmental agencies, successfully achieve their goals. Her love for the performing arts is rooted in her belief that their universality gives the arts the power to foster a sense of belonging for a beautifully diverse population and to heal communities by bringing people together. Since 2016, her work as President & CEO at Arts Garage has allowed her the opportunity to do everything she loves, combining her business acumen, her love for theater & music with her passion for education & community.

**Marketing Team Lead, Kristin Wazen** was born and raised in New York. Kristin has always had a passion for the arts and its impact on the community. After relocating to South Florida in 2019, Kristin received a Bachelor of Business Administration in Marketing from Florida Atlantic University. Combining her love for the arts with her background in marketing and her work with nonprofit organizations, Kristin is happy to bring her skills and creativity to the Arts Garage marketing team.

**Marketing Team Lead, Seth Weaver** is originally from Nashville, TN and is a results-driven, strategic entrepreneur with experience in almost every aspect of the music industry. Seth received his master's degree at Manhattan School of Music in Jazz Studies and went on to spend almost 10 years in New York City working with some of the best musicians, promoters, and venues in the world. In addition to helping others achieve their artistic dreams, Weaver leads the Seth Weaver Big Band which released its highly acclaimed debut album, Truth, in 2020 and is a Rath trombone (UK) and Outside in Music sponsored artist.

**Graphic Designer, Freddy Chacin** is a Venezuelan born and South Florida raised contemporary artist and graphic designer. He has a bachelor's degree of fine arts in graphic design from Jose Maria Vargas University, and he has worked in the graphic design field for four years. His passion for the visual arts stretches since childhood, starting with drawing and now also with paintings made with traditional mediums, digital art, and commercial designs as well.

**Art Curator, Naja Hardmon** graduated from Florida A&M University Summa Cum Laude. Born & raised in Detroit, MI, Naja has spent her career in the Arts in South Florida, including interning at the Diaspora Vibe Cultural Arts Incubator as well as working at the N’Namdi Contemporary Gallery. Naja is a photographer with journalism experience.

**IDEA Director, Angela Blount** was born in Miami and grew up in Coral Springs. With a bachelor’s degree in Communication Disorders from the University of Central Florida and an MBA from Barry University, she has spent the last 13 years serving people in various capacities.

**Director of Arts Education, Libby Garno** received an MA in Educational Leadership & Policy as well as a BA in Spanish and International Studies, both from the University of Michigan. Originally from Ann Arbor, MI, Libby spent two years on a Fulbright Scholar in Columbia before moving to Delray, where she has spent her career focused on children.

**House Manager, Suzanne Haley** is a long time Delray Beach resident with decades of business and event experience. Owner of her own events company, Suzanne has created successful events all over South Florida for years.

**Operations Manager, Zoe Ryan-Hubbard** was born and raised in Chicago, Illinois where arts and music were a fundamental part of her upbringing. She later studied Arts Management & Entrepreneurship, with a focus in music business, at Baldwin Wallace University in Berea, Ohio. After graduating during the start of the pandemic, Zoe made the transition to FL to move closer to newly relocated family and pursue a career in the arts.

**Executive Assistant to the CEO, Katlyn Menjivar** was born and raised in Long Island, New York. In 2015, she made the transition to Florida to receive her B.A. in Cinema-Television at Palm Beach Atlantic University. Katlyn has produced multiple award-winning short films and loves doing at-home photoshoots that she forces her daughter to partake in. She has a passion for the arts and their administrative side.

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

Funding and Development often create obstacles for not for profits, and Arts Garage is not exempt. Although we have leveraged dollars during the pandemic that allowed us to make some much needed improvements to our space (two new custom built AC units at \$32,000 each or new headset microphones at \$699 each for examples) and to reopen at full capacity notwithstanding smaller audience sizes, we are future minded. The Board of Directors and the President & CEO work diligently to analyze current finances and make conservative recommendations for future years. We work to maintain positive relationships with our local government officials as well as with a large variety of cultural and community organizations.

We have seen buying trends change dramatically. Prior to the pandemic, one of the gauges of our success was our deferred revenues. Patrons purchased very much in advance of the events, and this was an exceptional tool for planning. Now after the shock & isolation of the pandemic have waned, we still see significant, and we believe, long lasting changes in how people buy. As the most recent Covid strain, BA.5, frightens us all, we know that we cannot expect any longer the comfort that allowed people to purchase tickets in advance. Especially our older patrons (60 +) do not want to commit to an indoor gathering because they are not sure what the risks will be that far in the future. My colleagues through the Florida Professional Presenters Consortium see similar trends throughout the state. This will not prove too difficult to overcome, but it does mean we are faced with less information in advance that can help mitigate our risks. We continue to be challenged by building audiences that are younger (and therefore most often not in the highest risk categories as defined by the CDC) as we seek to reach our pre-pandemic budget goals.

We are also hyper vigilant as to the fragility of grant funding, and we continue to grow our funding and resources. Our liquor license and ongoing fiscal analysis address just that. We are starting, thankfully, to see our revenues increase after a long Covid drought. As we enter FY22-23, we are concentrating on development as well as corporate sponsors and individual gifts that support our programs and allow us to become more financially secure.

Another potential challenge is the ongoing puzzle of developing programming that serves all of Delray Beach, invites a youthful demographic into our organization, and does all this with existing staff and minimal marketing dollars. As we do more, we need more staff, and as we hire new people, we stretch our budget. We have recently added an IDEA Director to focus on Equity in operations and programming, for example.

Even though we have an incredible opportunity to work in the middle of the downtown area of the most beautiful city in Florida with an amazing rental agreement with the city, our events operate in a relatively small space that limits the number of seats we have available to sell. This means that we can't rely on "big name" performers to bring more people to the stage and increase ticket revenues – we just don't have room. Our solution is to work carefully to curate new programs, like The Art of Comedy, a hysterically new comedy series with nationally known and touring comedians. We had moderate success and support from a private grant to help us begin the series, and we will now work with Comedy Zone to grow the series even more. We believe our programming is always the solution to overcoming any challenges. For example, we are considering whether we can effectively soundproof our smaller, black box theater so that we can potentially overlap events to maximize attendees. This is not an urgent consideration due to the continued reduction of attendees to our shows due to the pandemic, but it is a potential way to overcome our space limitations.

Our leadership team continues to work collaboratively to use our resources to the best of our ability, maximizing our product and minimizing our expenses. In addition, we hire people passionate about both the arts and not for profits, so our team is dedicated and driven to make a difference in the community. As we develop new revenue streams, we focus on retention of our qualified and diverse team and recruit new and passionate staff that can help us grow our programming and community impact.

A staggering challenge for us has been the pandemic, and it has pushed us to grow our organization's capacity. We continue to strategize to battle the Covid blues by maximizing our expenditures on programming and building our patron base. This includes an attempt to increase donations and rental revenues and to continue our focus on collaborations that allow us to reach new audiences.

As a result of our efforts, we are excited to say we are in a strong position to hit the ground running as we move forward into the 22-23 year.

### SECTION III. FINANCIAL INFORMATION

#### ORGANIZATION BUDGET

32 Total Organization Budget for Previous FY 2020-2021: \$ 1,351,000	33 Total Organization Budget for Current FY 2021-2022: \$ 1,385,900	34 Total Organization Budget for Proposed 2022-2023: \$1,550,500
---	--	---

#### PROGRAM BUDGET

35 Project/Program Budget (A): \$1,550,500	36 Amount Requested (A): \$275,000	37 % of Org Budget 18%
---	---------------------------------------	---------------------------



38 <b>Project/Program Budget (B):</b> \$	39 <b>Amount Requested (B):</b> \$	40 <b>% of Org Budget</b> %
41 <b>Total CRA Request (Program A+B): \$275,000</b>		42 <b>% of Org Budget</b> 18%
43 <b>Type(s) of Support Requested (refer to A-G.U.I.D.E. guidelines):</b> Program/project support		
44 <b>Other Support/Status and Plans for Sustainability (maximum 500 words):</b> <p>Arts Garage has executed a clean Audit every year since FY 18, something we are very proud of. This provides the foundation for our development efforts (grants, donations, sponsorships) and positions us to continue to improve our fiscal health.</p> <p>Our grant dollars from the State of Florida have increased for the FY23 (July – June) to \$103,000 and we are eligible for \$150,000 in FY24, depending on our scoring and legislative approval.</p> <p>Arts Garage has built a significant relationship with the Virginia and Harvey Kimmel Family Fund of the Community Foundation of Palm Beach and Martin Counties, and we are in the second year of a three-year matching grant for our summer camp, Set the Stage, the funds of which, with its matching donations, cover the cost of the 9 weeks of programming and sponsors scholarships for every family who requests assistance</p> <p>We have worked diligently on our Band of Angels development effort (\$10,000 donors), with multiple donors deciding to give annually. We continue to see annual donations by several members of this program and new members join each year as well. We now have 41 donors since January of 2017.</p> <p>We received a new grant through the Hagen Family Foundation for \$10,000 to support a new program, Club Vibes, intended to grow a younger audience. While the program was unsuccessful and eventually terminated, the Hagen Family Foundation allowed us to use the remaining funds for our latest addition, the Art of Comedy. With a similar goal of diversifying our audience, we are excited that the seed money from this grant allowed us to build a comedy audience, and plan to work with Comedy Zone for a monthly series next year.</p> <p>We applied for the Florida Blue HEDI grant as well with the hopes that it will help us fund additional activities to train our staff, volunteers and board members and create programming for our community more cohesively.</p> <p>Our steering committee for our annual gala, to be held on February 11, 2022, is working diligently to maximize the dollars we raise during this fundraiser. Our development committee has restarted, and we are excited about increasing corporate giving in 22-23.</p>		

SECTION IV. APPLICATION CHECKLIST		
A.	Cover Letter Signed by Board Chair	<input type="checkbox"/>
B.	501(C)(3) 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"/>

<b>F.</b>	Logic Model	<input type="checkbox"/>
<b>G.</b>	Evaluation Plan	<input checked="" type="checkbox"/>
<b>H.</b>	Combined Budget Form	<input checked="" type="checkbox"/>
<b>I.</b>	Project/Program Budget & Narrative Form	<input checked="" type="checkbox"/>
<b>J.</b>	Most Recent Financial Statement	Time Period: _____ <input checked="" type="checkbox"/>
<b>K.</b>	Most Recent Form 990	Time Period: _____ <input type="checkbox"/>
<b>L.</b>	Most Recent Independent Financial Audit/Review/Compilation	Time Period: _____ <input type="checkbox"/>
<b>M.</b>	Affiliation Agreements, If Applicable	Time Period: _____ <input type="checkbox"/>
<b>N.</b>	Current Balance Sheet as of 3/31/2022	<input type="checkbox"/>

### SECTION V. CERTIFICATION STATEMENT AND SIGNATURE

As chief executive of the applicant organization I certify that (1) I was provided, read and understand the A.-G.U.I.D.E. Guidelines, (2) the information provided in this application is correct and complete to the best of my knowledge; (3) 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 (4) I will be accountable for compliance with all CRA requirements for operation, evaluation, and reporting.

\_\_\_\_\_  
Executive Leader Name and Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Submitted

FY 2022-2023 A-GUIDE COMBINED BUDGET

Organization Name: Creative City Collaborative of Delray Beach, Inc (d/b/a Arts Garage  
 Executive Leader: President & CEO, Marjorie Waldo, M.Ed  
 Key Financial Manager: President & CEO, Marjorie Waldo, M.Ed  
 Current FY 2022-2023 Total Organization Budget: \$1,550,500

Program/Project A: Community Building Through the Arts  
 Program/Project B: n/a: Please note: Budget YTD is thru 4/30/2022

INCOME	ORGANIZATION			APPLICATION PROGRAM A	
	FY 2021-2022 TOTAL ORGANIZATION BUDGET	FY 2021-2022 ORGANIZATION BUDGET YEAR-TO-DATE (THRU 3/31/2022)	FY 2022-2023 PROJECTED ORGANIZATION BUDGET	FY 2022-2023 PROJECTED TOTAL PROGRAM BUDGET (A)	FY 2022-2023 PROJECTED TOTAL PROGRAM BUDGET CRA FUNDS ONLY (A)
Fees, Tickets, Registration, etc.	\$ 585,600.00	\$ 363,659.16	\$ 680,000.00	\$ 680,000.00	
Corporate Grants/Contributions	\$ 6,000.00	\$ 1,100.00	\$ 12,000.00	\$ 12,000.00	
Individual Donations	\$ 190,200.00	\$ 106,541.20	\$ 144,204.00	\$ 144,204.00	
Foundation Grants	\$ 36,000.00	\$ 100.00	\$ 30,500.00	\$ 30,500.00	
Government - Federal					
Government- Local/County					
Government- State	\$ 36,000.00	\$ 43,823.50	\$ 102,996.00	\$ 102,996.00	
In-Kind	\$ 20,000.00	\$ 29,143.00			
Interest Income		\$ 42.21			
Membership	\$ 4,800.00	\$ 3,485.00	\$ 3,600.00	\$ 3,600.00	
<b>CRA Actual or Requested</b>	<b>\$ 275,000.00</b>	<b>\$ 160,416.67</b>	<b>\$ 275,000.00</b>	<b>\$ 275,000.00</b>	<b>\$ 275,000.00</b>
Other: Concessions	\$ 91,200.00	\$ 63,195.29	\$ 90,000.00	\$ 90,000.00	
Other: Fundraisers	\$ 125,100.00	\$ 86,168.44	\$ 206,200.00	\$ 206,200.00	
Other: Rentals	\$ 16,000.00	\$ 1,042.00	\$ 6,000.00	\$ 6,000.00	
<b>TOTAL INCOME</b>	<b>\$ 1,385,900.00</b>	<b>\$ 858,716.47</b>	<b>\$ 1,550,500.00</b>	<b>\$ 1,550,500.00</b>	<b>\$ 275,000.00</b>
<b>CRA % of Total Income</b>	<b>20%</b>	<b>19%</b>	<b>18%</b>	<b>18%</b>	

NOTES:

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

For quarterly reporting, additional supporting documentation is required to justify the expense of CRA funds for each expense over \$1,000 such checks, paid invoices, etc.

FY 2022-2023 A-GUIDE COMBINED BUDGET

Organization Name: Creative City Collaborative of Delray Beach, Inc (d/b/a Arts Garage  
 Executive Leader: President & CEO, Marjorie Waldo, M.Ed  
 Key Financial Manager: President & CEO, Marjorie Waldo, M.Ed  
 Current FY 2022-2023 Total Organization Budget: \$1,550,500

Program/Project A: Community Building Through the Arts  
 Program/Project B: n/a: Please note: Budget YTD is thru 4/30/2022

EXPENSES	ORGANIZATION			APPLICATION PROGRAM A	
	FY 2021-2022 TOTAL ORGANIZATION BUDGET	FY 2021-2022 ORGANIZATION BUDGET YEAR-TO-DATE (THRU 3/31/2022)	FY 2022-2023 PROJECTED ORGANIZATION BUDGET	FY 2022-2023 PROJECTED TOTAL PROGRAM BUDGET (A)	FY 2022-2023 PROJECTED TOTAL PROGRAM BUDGET <b>CRA FUNDS ONLY</b> (A)
Salaries & Related Taxes (list each position/title seperately)					
Position: All Staff	\$ 530,580.00	\$ 345,146.67	\$ 671,316.00	\$ 671,316.00	
Position:					
Employee Retention Credit (reduction)		\$ (169,654.17)			
<b>SUB-TOTAL SALARIES</b>	<b>\$ 530,580.00</b>	<b>\$ 175,492.50</b>	<b>\$ 671,316.00</b>	<b>\$ 671,316.00</b>	<b>\$ -</b>
Fringe Benefits (list each position/title)					
Position: For all Full Time, Eligible employees	\$ 32,400.00	\$ 12,775.61	\$ 28,248.00	\$ 28,248.00	
Position:					
Position:					
<b>SUB-TOTAL FRINGE BENEFITS</b>	<b>\$ 32,400.00</b>	<b>\$ 12,775.61</b>	<b>\$ 28,248.00</b>	<b>\$ 28,248.00</b>	<b>\$ -</b>
Capital Expenditures (list each seperately)					
<b>SUB-TOTAL CAPITAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Conferences & Meetings (list each seperately)					
Conferences & Meetings (all)	\$ 1,200.00	\$ 2,951.29	\$ 7,235.00	\$ 7,235.00	
<b>SUB-TOTAL CONFERENCES &amp; MEETINGS</b>	<b>\$ 1,200.00</b>	<b>\$ 2,951.29</b>	<b>\$ 7,235.00</b>	<b>\$ 7,235.00</b>	<b>\$ -</b>
Copying & Printing (list each seperately)					
	\$ 26,700.00	\$ 16,608.10	\$ 28,158.00	\$ 28,158.00	
<b>SUB-TOTAL COPYING &amp; PRINTING</b>	<b>\$ 26,700.00</b>	<b>\$ 16,608.10</b>	<b>\$ 28,158.00</b>	<b>\$ 28,158.00</b>	<b>\$ -</b>

FY 2022-2023 A-GUIDE COMBINED BUDGET

Organization Name: Creative City Collaborative of Delray Beach, Inc (d/b/a Arts Garage  
 Executive Leader: President & CEO, Marjorie Waldo, M.Ed  
 Key Financial Manager: President & CEO, Marjorie Waldo, M.Ed  
 Current FY 2022-2023 Total Organization Budget: \$1,550,500

Program/Project A: Community Building Through the Arts  
 Program/Project B: n/a: Please note: Budget YTD is thru 4/30/2022

	ORGANIZATION			APPLICATION	
				PROGRAM A	
Equipment Rental/Maintenance (list each seperately)					
Repairs & Maintenance	\$ 41,028.00	\$ 22,608.40	\$ 42,564.00	\$ 42,564.00	
<b>SUB-TOTAL EQUIPMENT RENTAL/MAINTENANCE</b>	<b>\$ 41,028.00</b>	<b>\$ 22,608.40</b>	<b>\$ 42,564.00</b>	<b>\$ 42,564.00</b>	<b>\$ -</b>
Insurance (list each seperately)					
	\$ 25,200.00	\$ 14,485.70	\$ 32,766.00	\$ 32,766.00	
<b>SUB-TOTAL INSURANCE</b>	<b>\$ 25,200.00</b>	<b>\$ 14,485.70</b>	<b>\$ 32,766.00</b>	<b>\$ 32,766.00</b>	<b>\$ -</b>
Licenses, Registration, Permits (list each seperately)					
	\$ 4,900.00	\$ 5,041.00	\$ 6,408.00	\$ 6,408.00	
<b>SUB-TOTAL LICENSES, REGISTRATION, PERMITS</b>	<b>\$ 4,900.00</b>	<b>\$ 5,041.00</b>	<b>\$ 6,408.00</b>	<b>\$ 6,408.00</b>	<b>\$ -</b>
Local Travel (list each seperately)					
	\$ 1,800.00	\$ 310.52	\$ 1,200.00	\$ 1,200.00	
<b>SUB-TOTAL LOCAL TRAVEL</b>	<b>\$ 1,800.00</b>	<b>\$ 310.52</b>	<b>\$ 1,200.00</b>	<b>\$ 1,200.00</b>	<b>\$ -</b>
Office & Program Supplies (list each seperately)					
	\$ 3,300.00	\$ 6,597.25	\$ 5,508.00	\$ 5,508.00	
<b>SUB-TOTAL OFFICE &amp; PROGRAM SUPPLIES</b>	<b>\$ 3,300.00</b>	<b>\$ 6,597.25</b>	<b>\$ 5,508.00</b>	<b>\$ 5,508.00</b>	<b>\$ -</b>
Postage & Delivery (list each seperately)					
	\$ 600.00	\$ 344.40	\$ 504.00	\$ 504.00	
<b>SUB-TOTAL POSTAGE &amp; DELIVERY</b>	<b>\$ 600.00</b>	<b>\$ 344.40</b>	<b>\$ 504.00</b>	<b>\$ 504.00</b>	<b>\$ -</b>
Professional Svcs/Consulting (list each seperately)					
	\$ 124,224.00	\$ 68,913.42	\$ 114,750.00	\$ 114,750.00	
<b>SUB-TOTAL PROFESSIONAL SVCS/CONSULTING</b>	<b>\$ 124,224.00</b>	<b>\$ 68,913.42</b>	<b>\$ 114,750.00</b>	<b>\$ 114,750.00</b>	<b>\$ -</b>

FY 2022-2023 A-GUIDE COMBINED BUDGET

Organization Name: Creative City Collaborative of Delray Beach, Inc (d/b/a Arts Garage  
 Executive Leader: President & CEO, Marjorie Waldo, M.Ed  
 Key Financial Manager: President & CEO, Marjorie Waldo, M.Ed  
 Current FY 2022-2023 Total Organization Budget: \$1,550,500

Program/Project A: Community Building Through the Arts  
 Program/Project B: n/a: Please note: Budget YTD is thru 4/30/2022

	ORGANIZATION			APPLICATION	
				PROGRAM A	
Rent/Mortgage & Maintenance (list each seperately)					
	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	
<b>SUB-TOTAL RENT/MORTGAGE &amp; MAINTENANCE</b>	<b>\$ 1.00</b>	<b>\$ 1.00</b>	<b>\$ 1.00</b>	<b>\$ 1.00</b>	<b>\$ -</b>
Telecommunication (list each seperately)					
	\$ 20,340.00	\$ 13,261.07	\$ 23,868.00	\$ 23,868.00	
<b>SUB-TOTAL TELECOMMUNICATION</b>	<b>\$ 20,340.00</b>	<b>\$ 13,261.07</b>	<b>\$ 23,868.00</b>	<b>\$ 23,868.00</b>	<b>\$ -</b>
Utilities (list each seperately)					
	\$ 25,200.00	\$ 11,083.87	\$ 23,604.00	\$ 23,604.00	
<b>SUB-TOTAL UTILITIES</b>	<b>\$ 25,200.00</b>	<b>\$ 11,083.87</b>	<b>\$ 23,604.00</b>	<b>\$ 23,604.00</b>	<b>\$ -</b>
Other: (list each seperately)					
Other: Marketing	\$ 24,000.00	\$ 15,887.89	\$ 34,620.00	\$ 34,620.00	\$ 30,900.00
Other: Production Costs (General)	\$ 73,627.00	\$ 20,232.65	\$ 52,360.00	\$ 52,360.00	
Other: Production Costs (Artist Fees)	\$ 349,000.00	\$ 184,149.30	\$ 340,000.00	\$ 340,000.00	\$ 215,900.00
Other: Production Costs (Performer Lodging)	\$ 21,000.00	\$ 7,484.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Other: Production Costs (Production Personnel)	\$ 9,000.00	\$ 550.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
Other: Production Costs (Photography/Video)		\$ 3,350.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
Other: Production Costs (Piano tuning)		\$ 3,185.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
Other: Volunteers (previously Guild)	\$ 1,800.00	\$ 1,104.52	\$ 3,600.00	\$ 3,600.00	
Other: Fundraising	\$ 40,000.00	\$ 85,636.59	\$ 58,040.00	\$ 58,040.00	
Other: Concessions	\$ 30,000.00	\$ 23,677.21	\$ 47,550.00	\$ 47,550.00	
<b>SUB-TOTAL OTHER</b>	<b>\$ 548,427.00</b>	<b>\$ 345,257.16</b>	<b>\$ 564,370.00</b>	<b>\$ 564,370.00</b>	<b>\$ 275,000.00</b>
<b>SUB-TOTAL EXPENSES</b>	<b>\$ 1,385,900.00</b>	<b>\$ 695,731.29</b>	<b>\$ 1,550,500.00</b>	<b>\$ 1,550,500.00</b>	<b>\$ 275,000.00</b>
	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENSES</b>	<b>\$ 1,385,900.00</b>	<b>\$ 695,731.29</b>	<b>\$ 1,550,500.00</b>	<b>\$ 1,550,500.00</b>	<b>\$ 275,000.00</b>
<b>NET INCOME</b>	<b>\$ -</b>	<b>\$ 162,985.18</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Organization Name:

Creative City Collaborative of Delray Beach, Inc (d/b/a Arts Garage)

Program/Project A:

Community Building Through the Arts

## APPLICATION

INCOME	AMOUNT	PROGRAM A Justification/Narrative for CRA Funded Program	*C (confirmed) or P (pending)	**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	\$ -			
<b>CRA Actual or Requested</b>	<b>\$ 275,000.00</b>	<b>By providing equitable access to the arts of nearly all disciplines, we help ensure the well-being of our community.</b>		
Other: Concessions	\$ -			
Other: Fundraisers	\$ -			
Other: Rentals	\$ -			
<b>TOTAL INCOME</b>	<b>\$ 275,000.00</b>			

## NOTES:

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

For quarterly reporting, additional supporting documentation required to justify expense of CRA funds, for \$1,000 or more, for the quarter such as receipts, cancelled checks, paid invoices, etc.

Organization Name:

Creative City Collaborative of Delray Beach, Inc (d/b/a Arts Garage)

Program/Project A:

Community Building Through the Arts

## APPLICATION

EXPENSES	AMOUNT	PROGRAM A Justification/Narrative for How CRA Funds Will be Used
<b>Salaries &amp; Related Taxes (list each position/title seperately)</b>		
Position: All Staff	\$ -	
Position:	\$ -	
Employee Retention Credit (reduction)	\$ -	
<i>SUB-TOTAL SALARIES</i>	<i>\$ -</i>	<i>Total Salaries &amp; Related Taxes</i>
<b>Fringe Benefits (list each position/title)</b>		
Position: For all Full Time, Eligible employees	\$ -	
Position:	\$ -	
Position:	\$ -	
<i>SUB-TOTAL FRINGE BENEFITS</i>	<i>\$ -</i>	<i>Total Fringe Benefits</i>
<b>Capital Expenditures (list each seperately)</b>		
0	\$ -	
<i>SUB-TOTAL CAPITAL EXPENDITURES</i>	<i>\$ -</i>	<i>Total Capital Expenditures</i>
<b>Conferences &amp; Meetings (list each seperately)</b>		
Conferences & Meetings (all)	\$ -	
0	\$ -	
<i>SUB-TOTAL CONFERENCES &amp; MEETINGS</i>	<i>\$ -</i>	<i>Total Conferences &amp; Meetings</i>
<b>Copying &amp; Printing (list each seperately)</b>		
0	\$ -	
<i>SUB-TOTAL COPYING &amp; PRINTING</i>	<i>\$ -</i>	<i>Total Copying &amp; Printing</i>



Organization Name:

Creative City Collaborative of Delray Beach, Inc (d/b/a Arts Garage)

Program/Project A:

Community Building Through the Arts

APPLICATION

Equipment Rental/Maintenance (list each seperately)		
Repairs & Maintenance	\$ -	
0	\$ -	
<i>SUB-TOTAL EQUIPMENT RENTAL/MAINTENANCE</i>	<i>\$ -</i>	<i>Total Equipment Rental/Maintenance</i>
Insurance (list each seperately)		
0	\$ -	
0	\$ -	

Organization Name:

Creative City Collaborative of Delray Beach, Inc (d/b/a Arts Garage)

Program/Project A:

Community Building Through the Arts

## APPLICATION

<i>SUB-TOTAL INSURANCE</i>	\$ -	<i>Total Insurance</i>
<b>Licenses, Registration, Permits (list each seperately)</b>		
0	\$ -	
<i>SUB-TOTAL LICENSES, REGISTRATION, PERMITS</i>	\$ -	<i>Total Licenses, Registration, Permits</i>
<b>Local Travel (list each seperately)</b>		
0	\$ -	
<i>SUB-TOTAL LOCAL TRAVEL</i>	\$ -	<i>Total Local Travel</i>
<b>Office &amp; Program Supplies (list each seperately)</b>		
0	\$ -	
<i>SUB-TOTAL OFFICE &amp; PROGRAM SUPPLIES</i>	\$ -	<i>Total Office &amp; Program Supplies</i>
<b>Postage &amp; Delivery (list each seperately)</b>		
0	\$ -	
<i>SUB-TOTAL POSTAGE &amp; DELIVERY</i>	\$ -	<i>Total Postage &amp; Delivery</i>
<b>Professional Svcs/Consulting (list each seperately)</b>		
0	\$ -	
<i>SUB-TOTAL PROFESSIONAL SVCS/CONSULTING</i>	\$ -	<i>Total Professional Svcs/Consulting</i>

Organization Name:

Creative City Collaborative of Delray Beach, Inc (d/b/a Arts Garage)

Program/Project A:

Community Building Through the Arts

## APPLICATION

<b>Rent/Mortgage &amp; Maintenance (list each seperately)</b>		
0	\$ -	
<i>SUB-TOTAL RENT/MORTGAGE &amp; MAINTENANCE</i>	\$ -	<b>Total Rent/Mortgage &amp; Maintenance</b>
<b>Telecommunication (list each seperately)</b>		
0	\$ -	
<i>SUB-TOTAL TELECOMMUNICATION</i>	\$ -	<b>Total Telecommunication</b>
<b>Utilities (list each seperately)</b>		
0	\$ -	
<i>SUB-TOTAL UTILITIES</i>	\$ -	<b>Total Utilities</b>
<b>Other: (list each seperately)</b>		
Other: Marketing	\$ 30,900.00	
Other: Production Costs (General)	\$ -	
Other: Production Costs (Artist Fees)	\$ 215,900.00	Performer fees for a portion of over 300 events
Other: Production Costs (Performer Lodging)	\$ 15,000.00	100% of cost of fees related to Hyatt Place (excellent corporate rate) stays for touring performers
Other: Production Costs (Production Personnel)	\$ 1,200.00	100% of fees related to personnel required (like stage managers, tech workers, etc.)
Other: Production Costs (Photography/Video)	\$ 6,000.00	100% of cost of Photography for art exhibits & shows throughout the year
Other: Production Costs (Piano tuning)	\$ 6,000.00	100% of cost of Piano tunings for performers using the baby grand throughout the year
Other: Volunteers (previously Guild)	\$ -	
Other: Fundraising	\$ -	
Other: Concessions	\$ -	
<i>SUB-TOTAL OTHER</i>	\$ 275,000.00	<b>Total Other</b>
<i>SUB-TOTAL EXPENSES</i>	\$ 275,000.00	<b>Sub-Total Expenses</b>
	\$ -	<b>Administrative Expenses</b>
<b>TOTAL EXPENSES</b>	<b>\$ 275,000.00</b>	<b>Total Expenses</b>

EXHIBIT "C"  
Budget and Narrative Report

Organization Name:

Executive Leader:

Key Financial Manager:

Current FY 2022-2023 Total Organization Budget:

Program/Project A:

Program/Project B:

REPORT PERIOD:

Q1: OCTOBER 2022 - DECEMBER 2022

INCOME	ORGANIZATION BUDGET REPORTING				PROGRAM (A) REPORTING				PROGRAM B			
	FY 2022-2023 TOTAL ORGANIZATION BUDGET	FY 2022-2023 ORGANIZATION BUDGET YEAR-TO-DATE ACTUALS	VARIANCE [FAVORABLE OR (UNFAVORABLE)]	PERCENT- AGE	FY 2022-2023 TOTAL PROGRAM BUDGET (A)	FY 2022-2023 TOTAL PROGRAM BUDGET CRA FUNDING ONLY	FY 2022-2023 PROGRAM YEAR-TO- DATE ACTUALS CRA FUNDING ONLY (A)	FY 2022-2023 CURRENT QUARTER- TO-DATE ACTUALS CRA FUNDING ONLY (A)	FY 2022-2023 TOTAL PROGRAM BUDGET (B)	FY 2022-2023 TOTAL PROGRAM BUDGET CRA FUNDING ONLY (B)	FY 2022-2023 PROGRAM YEAR-TO- DATE ACTUALS CRA FUNDING ONLY (B)	FY 2022-2023 CURRENT QUARTER- TO-DATE ACTUALS CRA FUNDING ONLY (B)
Fees, Tickets, Registration, etc.			\$ -	0%	\$ -				\$ -			
Corporate Grants/Contributions			\$ -	0%	\$ -				\$ -			
Individual Donations			\$ -	0%	\$ -				\$ -			
Foundation Grants			\$ -	0%	\$ -				\$ -			
Government - Federal			\$ -	0%	\$ -				\$ -			
Government- Local/County			\$ -	0%	\$ -				\$ -			
Government- State			\$ -	0%	\$ -				\$ -			
In-Kind			\$ -	0%	\$ -				\$ -			
Interest Income			\$ -	0%	\$ -				\$ -			
Membership			\$ -	0%	\$ -				\$ -			
CRA Actual or Requested			\$ -	0%	\$ -				\$ -			
Other:			\$ -	0%	\$ -				\$ -			
Other:			\$ -	0%	\$ -				\$ -			
Other:			\$ -	0%	\$ -				\$ -			
Other:			\$ -	0%	\$ -				\$ -			
Other:			\$ -	0%	\$ -				\$ -			
Other:			\$ -	0%	\$ -				\$ -			
Other:			\$ -	0%	\$ -				\$ -			
Other:			\$ -	0%	\$ -				\$ -			
Other:			\$ -	0%	\$ -				\$ -			
TOTAL INCOME	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CRA % of Total Income	0%	0%			0%	0%	0%	0%	0%	0%	0%	0%

NOTES:

CRA support may not exceed 25% of an organization’s total operating budget for the year in which the grant is requested

Program budget changes of more than 10% in any Budget line item must be approved in advance.

For quarterly reporting, additional supporting documentation is required to justify the expense of CRA funds for each expense over \$2,500 such as bank statements, receipts, cancelled checks, paid invoices, etc.

Organization Name:

Executive Leader:

Key Financial Manager:

Current FY 2022-2023 Total Organization Budget:

Program/Project A:

Program/Project B:

REPORT PERIOD:

Q1: OCTOBER 2022 - DECEMBER 2022

EXPENSES	ORGANIZATION BUDGET REPORTING				PROGRAM (A) REPORTING				PROGRAM B			
	FY 2022-2023 TOTAL ORGANIZATION BUDGET	FY 2022-2023 ORGANIZATION BUDGET YEAR-TO-DATE ACTUALS	VARIANCE [FAVORABLE OR (UNFAVORABLE)]	PERCENT- AGE	FY 2022-2023 TOTAL PROGRAM BUDGET (A)	FY 2022-2023 TOTAL PROGRAM BUDGET CRA FUNDS ONLY (A)	FY 2022-2023 PROGRAM YEAR-TO- DATE ACTUALS CRA FUNDING ONLY (A)	FY 2022-2023 CURRENT QUARTER- TO-DATE ACTUALS CRA FUNDING ONLY (A)	FY 2022-2023 TOTAL PROGRAM BUDGET (B)	FY 2022-2023 TOTAL PROGRAM BUDGET CRA FUNDING ONLY (B)	FY 2022-2023 PROGRAM YEAR-TO- DATE ACTUALS CRA FUNDING ONLY (B)	FY 2022-2023 CURRENT QUARTER- TO-DATE ACTUALS CRA FUNDING ONLY (B)
Salaries & Related Taxes (list each position/title seperately)												
Position:	\$ -		\$ -	0%	\$ -				\$ -			
Position:	\$ -		\$ -	0%	\$ -				\$ -			
Position:	\$ -		\$ -	0%	\$ -				\$ -			
Position:	\$ -		\$ -	0%	\$ -				\$ -			
Position:	\$ -		\$ -	0%	\$ -				\$ -			
SUB-TOTAL SALARIES	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits (list each position/title)												
Position:	\$ -		\$ -	0%	\$ -				\$ -			
Position:	\$ -		\$ -	0%	\$ -				\$ -			
Position:	\$ -		\$ -	0%	\$ -				\$ -			
Position:	\$ -		\$ -	0%	\$ -				\$ -			
Position:	\$ -		\$ -	0%	\$ -				\$ -			
SUB-TOTAL FRINGE BENEFITS	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Expenditures (list each seperately)												
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
SUB-TOTAL CAPITAL EXPENDITURES	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Conferences & Meetings (list each seperately)												
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
SUB-TOTAL CONFERENCES & MEETINGS	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Copying & Printing (list each seperately)												
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
SUB-TOTAL COPYING & PRINTING	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Organization Name:

Executive Leader:

Key Financial Manager:

Current FY 2022-2023 Total Organization Budget:

Program/Project A:

Program/Project B:

REPORT PERIOD:

Q1: OCTOBER 2022 - DECEMBER 2022

	ORGANIZATION BUDGET REPORTING				PROGRAM (A) REPORTING				PROGRAM B			
Equipment Rental/Maintenance (list each seperately)												
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
SUB-TOTAL EQUIPMENT RENTAL/MAINTENANCE	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance (list each seperately)												
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
SUB-TOTAL INSURANCE	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses, Registration, Permits (list each seperately)												
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
SUB-TOTAL LICENSES, REGISTRATION, PERMITS	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Travel (list each seperately)												
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
SUB-TOTAL LOCAL TRAVEL	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office & Program Supplies (list each seperately)												
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
SUB-TOTAL OFFICE & PROGRAM SUPPLIES	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Organization Name:

Executive Leader:

Key Financial Manager:

Current FY 2022-2023 Total Organization Budget:

Program/Project A:

Program/Project B:

REPORT PERIOD:

Q1: OCTOBER 2022 - DECEMBER 2022

	ORGANIZATION BUDGET REPORTING				PROGRAM (A) REPORTING				PROGRAM B			
Postage & Delivery (list each seperately)												
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
SUB-TOTAL POSTAGE & DELIVERY	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Svcs/Consulting (list each seperately)												
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
SUB-TOTAL PROFESSIONAL SVCS/CONSULTING	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rent/Mortgage & Maintenance (list each seperately)												
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
SUB-TOTAL RENT/MORTGAGE & MAINTENANCE	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Telecommunication (list each seperately)												
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
SUB-TOTAL TELECOMMUNICATION	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities (list each seperately)												
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
	\$ -		\$ -	0%	\$ -				\$ -			
SUB-TOTAL UTILITIES	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



Organization Name:

Executive Leader:

Key Financial Manager:

Current FY 2022-2023 Total Organization Budget:

Program/Project A:

Program/Project B:

REPORT PERIOD:

Q1: OCTOBER 2022 - DECEMBER 2022

	ORGANIZATION BUDGET REPORTING				PROGRAM (A) REPORTING				PROGRAM B			
Other: (list each seperately)												
Other:	\$ -		\$ -	0%	\$ -				\$ -			
Other:	\$ -		\$ -	0%	\$ -				\$ -			
Other:	\$ -		\$ -	0%	\$ -				\$ -			
Other:	\$ -		\$ -	0%	\$ -				\$ -			
Other:	\$ -		\$ -	0%	\$ -				\$ -			
Other:	\$ -		\$ -	0%	\$ -				\$ -			
Other:	\$ -		\$ -	0%	\$ -				\$ -			
Other:	\$ -		\$ -	0%	\$ -				\$ -			
Other:	\$ -		\$ -	0%	\$ -				\$ -			
Other:	\$ -		\$ -	0%	\$ -				\$ -			
Other:	\$ -		\$ -	0%	\$ -				\$ -			
SUB-TOTAL OTHER	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUB-TOTAL EXPENSES	\$ -	\$ -	\$ -	50%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET INCOME	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Organization Name:

Program/Project A:

Program/Project B:

REPORT PERIOD:

Q1: OCTOBER 2022 - DECEMBER 2022

INCOME	Quarter-to-date amount for CRA Funds ONLY	PROGRAM A Narrative for CRA Funds Only	Quarter-to-date amount for CRA Funds ONLY	PROGRAM B Narrative for CRA Funds Only
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	\$ -		\$ -	
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
TOTAL INCOME	\$ -		\$ -	

NOTES:

CRA support may not exceed 25% of an organization’s total operating budget for the year in which the grant is requested

Program budget changes of more than 10% in any Budget line item must be approved in advance.

For quarterly reporting, additional supporting documentation is required to justify the expense of CRA funds for each expense over \$2,500 such as bank statements, receipts, cancelled checks, paid invoices, etc.

Organization Name:

Program/Project A:

Program/Project B:

REPORT PERIOD:

Q1: OCTOBER 2022 - DECEMBER 2022

EXPENSES	AMOUNT	PROGRAM A Justification/Narrative for How CRA Funds Are Used	AMOUNT	PROGRAM B Justification/Narrative for How CRA Funds Are Used
Salaries & Related Taxes (list each position/title seperately)				
Position:	\$ -		\$ -	
Position:	\$ -		\$ -	
Position:	\$ -		\$ -	
Position:	\$ -		\$ -	
Position:	\$ -		\$ -	
SUB-TOTAL SALARIES	\$ -	Total Salaries & Related Taxes	\$ -	Total Salaries & Related Taxes
Fringe Benefits (list each position/title)				
Position:	\$ -		\$ -	
Position:	\$ -		\$ -	
Position:	\$ -		\$ -	
Position:	\$ -		\$ -	
Position:	\$ -		\$ -	
SUB-TOTAL FRINGE BENEFITS	\$ -	Total Fringe Benefits	\$ -	Total Fringe Benefits
Capital Expenditures (list each seperately)				
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
SUB-TOTAL CAPITAL EXPENDITURES	\$ -	Total Capital Expenditures	\$ -	Total Capital Expenditures
Conferences & Meetings (list each seperately)				
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
SUB-TOTAL CONFERENCES & MEETINGS	\$ -	Total Conferences & Meetings	\$ -	Total Conferences & Meetings
Copying & Printing (list each seperately)				
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
SUB-TOTAL COPYING & PRINTING	\$ -	Total Copying & Printing	\$ -	Total Copying & Printing

Organization Name:

Program/Project A:

Program/Project B:

REPORT PERIOD:

Q1: OCTOBER 2022 - DECEMBER 2022

Equipment Rental/Maintenance (list each seperately)				
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
<i>SUB-TOTAL EQUIPMENT RENTAL/MAINTENANCE</i>	<i>\$ -</i>	<i>Total Equipment Rental/Maintenance</i>	<i>\$ -</i>	<i>Total Equipment Rental/Maintenance</i>
Insurance (list each seperately)				
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
<i>SUB-TOTAL INSURANCE</i>	<i>\$ -</i>	<i>Total Insurance</i>	<i>\$ -</i>	<i>Total Insurance</i>
Licenses, Registration, Permits (list each seperately)				
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
<i>SUB-TOTAL LICENSES, REGISTRATION, PERMITS</i>	<i>\$ -</i>	<i>Total Licenses, Registration, Permits</i>	<i>\$ -</i>	<i>Total Licenses, Registration, Permits</i>
Local Travel (list each seperately)				
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
<i>SUB-TOTAL LOCAL TRAVEL</i>	<i>\$ -</i>	<i>Total Local Travel</i>	<i>\$ -</i>	<i>Total Local Travel</i>
Office & Program Supplies (list each seperately)				
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
0	\$ -		\$ -	
<i>SUB-TOTAL OFFICE &amp; PROGRAM SUPPLIES</i>	<i>\$ -</i>	<i>Total Office &amp; Program Supplies</i>	<i>\$ -</i>	<i>Total Office &amp; Program Supplies</i>

Organization Name:

Program/Project A:

Program/Project B:

REPORT PERIOD:

Q1: OCTOBER 2022 - DECEMBER 2022

Postage & Delivery (list each seperately)				
0	\$	-		\$
0	\$	-		\$
0	\$	-		\$
0	\$	-		\$
0	\$	-		\$
<i>SUB-TOTAL POSTAGE &amp; DELIVERY</i>	\$	-	<i>Total Postage &amp; Delivery</i>	\$
Professional Svcs/Consulting (list each seperately)				
0	\$	-		\$
0	\$	-		\$
0	\$	-		\$
0	\$	-		\$
0	\$	-		\$
0	\$	-		\$
<i>SUB-TOTAL PROFESSIONAL SVCS/CONSULTING</i>	\$	-	<i>Total Professional Svcs/Consulting</i>	\$
Rent/Mortgage & Maintenance (list each seperately)				
0	\$	-		\$
0	\$	-		\$
0	\$	-		\$
0	\$	-		\$
0	\$	-		\$
<i>SUB-TOTAL RENT/MORTGAGE &amp; MAINTENANCE</i>	\$	-	<i>Total Rent/Mortgage &amp; Maintenance</i>	\$
Telecommunication (list each seperately)				
0	\$	-		\$
0	\$	-		\$
0	\$	-		\$
0	\$	-		\$
0	\$	-		\$
<i>SUB-TOTAL TELECOMMUNICATION</i>	\$	-	<i>Total Telecommunication</i>	\$
Utilities (list each seperately)				
0	\$	-		\$
0	\$	-		\$
0	\$	-		\$
0	\$	-		\$
0	\$	-		\$
<i>SUB-TOTAL UTILITIES</i>	\$	-	<i>Total Utilities</i>	\$

**Organization Name:**

**Program/Project A:**

**Program/Project B:**

**REPORT PERIOD:**

## Q1: OCTOBER 2022 - DECEMBER 2022

Other: (list each seperately)				
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
Other:	\$ -		\$ -	
<b>SUB-TOTAL OTHER</b>	\$ -	<b>Total Other</b>	\$ -	<b>Total Other</b>
<b>SUB-TOTAL EXPENSES</b>	\$ -	<b>Sub-Total Expenses</b>	\$ -	<b>Sub-Total Expenses</b>
	\$ -	<b>Administrative Expenses</b>	\$ -	<b>Administrative Expenses</b>
<b>TOTAL EXPENSES</b>	\$ -	<b>Total Expenses</b>	\$ -	<b>Total Expenses</b>

FY 2022-2023  
A-GUIDE Goals and Outcomes Report

<b>Arts Garage (Creative City Collaborative of Delray Beach) :</b> <b>PROGRAM A: Community Building Through Music &amp; Art:</b> To provide equitable access to music, comedy, theatre, & arts education for Delray Beach residents and the regional community. Arts Garage provides performance and visual arts programming that serves a broad diversity of patrons. Showcasing local, regional, national & international performing artists and with an additional focus on emerging artists with our weeknight and visual arts programming, Arts Garage provides a variety of entertainment to the public. Arts Garage ensures that our programming is accessible through volunteer opportunities and a variety of genres and ticket prices to appeal to all demographics.		Yearly Goal	Qtr 1 Ending 12/31/2022	Qtr 2 Ending 3/31/2023	Qtr 3 Ending 6/30/2023	Qtr 4 Ending 9/30/2023	TOTAL	% Annual Goal Achieved (*See Note)
<b>OUTPUTS</b>								
<b>12 Mainstage music, theater, or comedy performances per month for a total of 144 shows annually</b>		<b>144</b>					<b>0</b>	<b>0%</b>
1	Total attendees	17,000					0	0%
2	Total revenue from ticket sales	\$580,000					\$0	0%
3	Performers taking the stage annually	500					0	0%
4	Sponsorship Revenue	\$15,000					0	0%
<b>4 Weeknight performances and/or events per month offering at least 45 total performances annually</b>		<b>45</b>					<b>0</b>	<b>0%</b>
5	Total attendees	2,000					0	0%
6	Total revenue from ticket sales	\$15,000					\$0	0%
7	Performers taking the stage annually	240					0	0%
<b>6 Mainstage performances and/or Venue Events annually focusing on music genres or art disciplines underrepresented in our community</b>		<b>6</b>					<b>0</b>	<b>0%</b>
8	Total attendees	2,000					0	0%
9	Total revenue from ticket sales	\$40,000					\$0	0%
10	Performers taking the stage annually	30					0	0%
<b>Maximize volunteer participation with opportunities for engagement</b>								
11	Total volunteers	50					0	0%
12	Total volunteer opportunities	40					0	0%
<b>6 Art Exhibitions annually showcasing a minimum of 24 Emerging Artists</b>		<b>6</b>					<b>0</b>	<b>0%</b>
13	Total attendees	4,000					0	0%
14	Total artists	24					0	0%
<b>4 Events focused on Equity building in our Community</b>		<b>4</b>					<b>0</b>	<b>0%</b>
15	Total attendees	1,000					0	0%
<b>OUTCOMES</b>								
<b>12 Mainstage music, theater, or comedy performances per month for a total of 144 shows annually</b>								
1	Attendees support local economy	50%					0%	0%
2	Attendees from out of the area	50%					0%	0%
3	Mainstage performers from out of the area	75%					0%	0%
<b>4 Weeknight performances and/or events per month offering at least 45 total performances annually</b>								
4	Attendees support local economy	30%					0%	0%
5	Attendees from out of the area	30%					0%	0%
<b>6 Mainstage performances and/or Venue Events annually focusing on music genres or art disciplines underrepresented in our community</b>								
6	Attendees support local economy	30%					0%	0%
7	Attendees from out of the area	30%					0%	0%
8	Performers out of the area	40%					0%	0%
<b>Maximize volunteer participation with additional opportunities for engagement</b>								
9	Volunteers attend shows using credits earned from volunteering	50%					0%	0%
<b>6 Art Exhibitions annually showcasing a minimum of 24 Emerging Artists</b>								
10	Artists earn revenues from the sale of their art	20%					0%	0%
11	Artists exhibited online at www.artsgarage.org	100%						
<b>4 Events focused on Equity building in our Community</b>								
12	Attendees return to Arts Garage to attend other events, performances & exhibits	20%					0%	0%

FY 2022-2023  
A-GUIDE Goals and Outcomes Report

<b>Arts Garage (Creative City Collaborative of Delray Beach) :</b> <b>PROGRAM A: Community Building Through Music &amp; Art:</b> To provide equitable access to music, comedy, theatre, & arts education for Delray Beach residents and the regional community. Arts Garage provides performance and visual arts programming that serves a broad diversity of patrons. Showcasing local, regional, national & international performing artists and with an additional focus on emerging artists with our weeknight and visual arts programming, Arts Garage provides a variety of entertainment to the public. Arts Garage ensures that our programming is accessible through volunteer opportunities and a variety of genres and ticket prices to appeal to all demographics.	Yearly Goal	Qtr 1 Ending 12/31/2022	Qtr 2 Ending 3/31/2023	Qtr 3 Ending 6/30/2023	Qtr 4 Ending 9/30/2023	TOTAL	% Annual Goal Achieved (*See Note)
<b>OTHER ACTIVITIES</b>							
<b>Activity/Program/Project 1:</b>							
Shows/Exhibits/Programs						0	
Attendees						0	
Revenue						\$0	
<b>Activity/Program/Project 2:</b>							
Shows/Exhibits/Programs						0	
Attendees						0	
Revenue						\$0	
<b>Activity/Program/Project 3:</b>							
Shows/Exhibits/Programs						0	
Attendees						0	
Revenue						\$0	
<b>Activity/Program/Project 4:</b>							
Shows/Exhibits/Programs						0	
Attendees						0	
Revenue						\$0	
<b>Activity/Program/Project 5:</b>							
Shows/Exhibits/Programs						0	
Attendees						0	
Revenue						\$0	
<b>Activity/Program/Project 6:</b>							
Shows/Exhibits/Programs						0	
Attendees						0	
Revenue						\$0	

\_\_\_\_\_  
Signature of Executive Director  
I attest that data included in document is true and accurate

**\*NOTE:**

- (1) Goals & Outcomes Report is intended to evaluate programmatic activities of CRA Funded A-GUIDE Program(s) only. Goals are evaluated on a quarterly basis based on data provided in the A-GUIDE Program Logic Model Form, which complements this Form.
- (2) Please note that the CRA's A-GUIDE Program reporting structure and forms are not intended as a tool to inform other/external grant programs.