



# City of Delray Beach

100 N.W. 1st Avenue  
Delray Beach, FL 33444

## Legislation Text

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**File #:** 18-0061 CRA, **Version:** 1

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**TO:** CRA Board of Commissioners  
**FROM:** Lori Hayward, Finance and Operations Director  
**THROUGH:** Jeff Costello, CRA Executive Director  
**DATE:** August 15, 2018

### **FY 2018-19 CRA A-GUIDE FUNDING REQUEST DELRAY BEACH HISTORICAL SOCIETY (DBHS)**

#### **Recommended Action:**

Direct staff to include funding for the Delray Beach Historical Society in the CRA's FY 18-19 Budget in the amount of \$70,000.

#### **Background:**

DBHS applied for CRA A-GUIDE Funding for FY 18-19 under the category of Economic Development and Recreation and Cultural Facilities. Funding is requested for one program (Program "A"), which is the DBHS's Cultural Heritage Exhibit & Museum Programming. The specifics of the DBHS's request are summarized below.

Funding Request Amount: \$70,000

Organization Total Budget: \$285,000

CRA Funds - Percentage of Budget: 25%

Amount of A-GUIDE funding established: \$52,000

Amount Funded in FY 17-18: \$75,000

Reason the DBHS requested additional funds: With the funding increase in FY 2017-18 additional staff was added, which included the cultural need of an Archivist. The additional funds would be used to maintain staff (includes a portion of the Executive Director, Program Manager and Archivist) update technology, program supplies and archive preservation materials/equipment and produce history exhibits.

#### **FY 2017-18 Funding:**

CRA A-GUIDE Funding: \$75,000 (27% of Proposed Budget of \$280,000)

CRA Funding on behalf of the City: \$50,000

Total Funded in FY 2017-18: \$125,000

#### **FY 18 - 19**

#### **Program: "A" Cultural Heritage and Museum Program**

Requesting Amount: \$70,000

Program Budget: \$178,000

Percentage of Program Budget: 39%

This year's Funding Evaluation Committee consisted of CRA Executive Director Jeff Costello, CRA Finance and Operations Director Lori Hayward, and Assistant City Manager Caryn Gardner-Young. The Committee rated the application package based on the established A-GUIDE criteria. Criteria used in review of the application were grouped into six categories weighted to total 100% as follows:

Organization Capacity	20%	
Need for Project/Program		20%
Project/Program Description	10%	
Logic Model		20%
Evaluation Plan	10%	
Budget & Sustainability	20%	

The Application Evaluation Form has six categories and the majority of the items are rated on a scale of 1 to 5 (worst to best possible response) with an exception of two items. The two items are scored as follows:

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

The outcome of the committee's review is as follows:

Cultural Heritage and Museum Program Evaluation Score: 76 %

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

- A-GUIDE Application
- IRS Form 990
- Independent Accountant's Compilation Report

DBHS's Executive Director Winnie Edwards will be at the meeting to make a presentation.

Attachments: Exhibit A - Application Evaluation Form; Program/Project Logic Model; Funding Evaluation Plan; CRA Combined Budget Form; CRA Program/Project A Budget Narrative Form; FY 18-19 Goals & Outcomes Report.