



Cover Memorandum/Staff Report

File #: 18-0383 CRA

Agenda Date: 7/9/2019

Item #: 4A.

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

FY 2019-20 CRA A-GUIDE FUNDING REQUEST - DELRAY BEACH COMMUNITY LAND TRUST

Recommended Action:

Direct staff to include funding for the Delray Beach Community Land Trust (DBCLT) in the CRA's FY 2019-20 Budget in the amount of \$273,695.

Background:

DBCLT applied for CRA A-GUIDE Funding for FY 2019-20 under the category of Affordable Housing. Funding is requested for one program (Program "A"), which is the DBCLT's Affordable Housing Program. The specifics of the DBCLT's request are summarized below.

Funding Request Amount: \$273,695
Organization Total Budget: \$900,560
CRA Funds - Percentage of Budget: 30%
Amount Funded in FY 2018-19: \$261,550

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

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

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

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

Please review the attached Application Evaluation Form that includes the rating of the committee members on each Project/Program. The outcome of the committee's review is as follows:

Evaluation Score: 90%

A-GUIDE Evaluation Committee Comments & Suggestions:

Based on the CRA Board's direction from the February 12, 2019 Workshop, the DBCLT can be funded at an amount over 25%, the committee is recommending funding the request at 30% of the DBCLT's budget.

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

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

DBCLT's Executive Director Evelyn Dobson will be at the meeting to make a presentation.

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