

CRA A-GUIDE COMMITTEE EVALUATION FORM

Applicant: CLT

Applicant:		DELRAY BEACH COMMUNITY LAND TRUST (CLT)		
Program Name:		A: AFFORDABLE HOUSING		
Amount Requested: \$		\$229,615		
Total Amount Recommended:		\$229,615		
		88%		
Reviewer:		1	2	3
I. ORGANIZATION CAPACITY (20%)				
1	Length of time established, overall growth/stability (out of 5)	5	4	4
2	Stability/growth of organization funding (out of 5)	4	4	4
3	Board composition, role, commitment to program/project (out of 5)	5	5	5
4	Demonstrated experience/success with similar program/project (out of 15)	15	15	15
5	Program/project leadership and staff qualifications (out of 5)	5	5	5
6	Collaborative relationships/affiliations relative to program/project (out of 5)	5	5	5
7	Strategic planning process / current plan (out of 5)	4	4	4
Organization Capacity Subtotal		43	42	42
		19%	19%	19%
II. NEED FOR PROGRAM/PROJECT (20%)				
8	Program/project need consistent with CRA Overall Need (out of 5)	3	4	4
9	Program/project need consistent with organization mission (out of 5)	5	5	5
10	Documentation of program/project need (out of 5)	5	5	5
11	Uniqueness / lack of duplication, or affiliation with similar resources (out of 5)	5	4	5
Need for Program/Project Subtotal		18	18	19
		18%	18%	19%
III. PROJECT/PROGRAM DESCRIPTION (10%)				
12	Innovative vs proven approach and justification (out of 5)	4	4	4
13	Target population(s) clearly defined and within guidelines (out of 5)	5	5	5
14	Activities clearly described and consistent with logic model (out of 5)	5	5	5
15	Staff and resources adequate to implement activities (out of 5)	4	5	4
16	Activities likely to result in stated outputs/outcomes (out of 5)	5	5	5
17	Realistic time frame to implement program/project (out of 5)	4	4	5
Program/Project Description Subtotal		27	28	28
		9%	9%	9%
IV. LOGIC MODEL / PROJECTED RESULTS (20%)				
18	Stated program/project goal clear and relevant to CRA Overall Need (out of 10)	6	7	8
19	Clear relationship between activities, outputs, and outcomes (out of 5)	5	4	4
20	Activities appropriate to program/project goal (out of 5)	5	5	5
21	Clear, measurable outputs (out of 5)	5	5	5
22	Clear, measurable outcomes (out of 5)	5	4	5
23	Program/project results likely to lead to stated Impacts (out of 5)	5	5	5
Logic Model/Projected Results Subtotal		31	30	32
		18%	17%	18%

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V. EVALUATION PLAN (10%)				
24	All CRA-funded activities addressed (out of 5)	5	4	5
25	Outputs presented with measurable indicators (out of 5)	5	5	5
26	Outcomes presented with measurable indicators (out of 5)	5	4	5
27	Evaluation processes clearly described (who, how/tools, when) (out of 5)	5	5	5
28	Evaluation processes reasonable, appropriate (out of 5)	5	5	5
29	Implementation responsibility/process clearly defined (out of 5)	5	5	5
30	Application/usefulness of evaluation results (out of 5)	5	5	5
Evaluation Plan Subtotal		35	33	35
		10%	9%	10%
VI. BUDGET & SUSTAINABILITY (20%)				
31	Adequate, appropriate expense budget to implement program/project (out of 5)	4	5	4
32	Line item costs explained/justified in narrative (out of 5)	5	5	5
33	Use of CRA funds clearly identified, may be tracked (out of 5)	2	3	2
34	Sufficient mix of funding secured to implement program/project (out of 5)	2	3	2
35	Mix & status of non-CRA funding solicited / pending (out of 5)	2	3	2
36	Financial documents demonstrate responsible financial management (out of 5)	5	5	5
37	Realistic plans to sustain program/project (out of 5)	3	4	4
Budget & Sustainability Subtotal		23	28	24
		13%	16%	14%
TOTAL		177	179	180
		87%	89%	89%
NOTES AND COMMENTS				
Committee Chair:				