

Applicant: Library

Applicant:		DELRAY BEACH PUBLIC LIBRARY ASSOCIATION					
Program Name:		A: Recreation and Cultural Activity			B: Economic and Business Development		
Amount Requested:		\$418,000			\$25,000		
Total Amount Recommended:							
		89%			87%		
Reviewer:		1	2	3	1	2	3
I. ORGANIZATION CAPACITY (20%)							
1	Length of time established, overall growth/stability (out of 5)	5	4	5	5	4	5
2	Stability/growth of organization funding (out of 5)	3	3	4	3	3	4
3	Board composition, role, commitment to program/project (out of 5)	5	4	5	5	4	5
4	Demonstrated experience/success with similar program/project (out of 15)	15	14	14	8	13	10
5	Program/project leadership and staff qualifications (out of 5)	5	5	5	5	5	5
6	Collaborative relationships/affiliations relative to program/project (out of 5)	5	5	5	5	5	5
7	Strategic planning process / current plan (out of 5)	5	4	5	5	4	5
Organization Capacity Subtotal		43	39	43	36	38	39
		19%	17%	19%	16%	17%	17%
II. NEED FOR PROGRAM/PROJECT (20%)							
8	Program/project need consistent with CRA Overall Need (out of 5)	5	5	5	5	5	5
9	Program/project need consistent with organization mission (out of 5)	5	5	5	5	5	5
10	Documentation of program/project need (out of 5)	5	5	5	5	5	5
11	Uniqueness / lack of duplication, or affiliation with similar resources (out of 5)	5	4	5	4	4	4
Need for Program/Project Subtotal		20	19	20	19	19	19
		20%	19%	20%	19%	19%	19%
III. PROJECT/PROGRAM DESCRIPTION (10%)							
12	Innovative vs proven approach and justification (out of 5)	5	4	5	5	4	5
13	Target population(s) clearly defined and within guidelines (out of 5)	5	4	5	5	4	4
14	Activities clearly described and consistent with logic model (out of 5)	5	5	5	5	5	5
15	Staff and resources adequate to implement activities (out of 5)	5	5	5	4	5	4
16	Activities likely to result in stated outputs/outcomes (out of 5)	5	4	4	5	4	4
17	Realistic time frame to implement program/project (out of 5)	5	5	5	5	5	4
Program/Project Description Subtotal		30	27	29	29	27	26
		10%	9%	10%	10%	9%	9%
IV. LOGIC MODEL / PROJECTED RESULTS (20%)							
18	Stated program/project goal clear and relevant to CRA Overall Need (out of 10)	8	9	9	10	9	10
19	Clear relationship between activities, outputs, and outcomes (out of 5)	5	4	5	5	4	5
20	Activities appropriate to program/project goal (out of 5)	5	5	5	5	5	5
21	Clear, measurable outputs (out of 5)	4	5	4	5	5	5
22	Clear, measurable outcomes (out of 5)	4	4	4	5	4	5
23	Program/project results likely to lead to stated Impacts (out of 5)	5	4	5	5	4	5
Logic Model/Projected Results Subtotal		31	31	32	35	31	35
		18%	18%	18%	20%	18%	20%

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V. EVALUATION PLAN (10%)							
24	All CRA-funded activities addressed (out of 5)	5	4	4	5	4	4
25	Outputs presented with measurable indicators (out of 5)	5	5	5	5	5	5
26	Outcomes presented with measurable indicators (out of 5)	4	4	4	4	4	4
27	Evaluation processes clearly described (who, how/tools, when) (out of 5)	5	5	5	5	5	5
28	Evaluation processes reasonable, appropriate (out of 5)	4	5	4	4	5	4
29	Implementation responsibility/process clearly defined (out of 5)	4	5	5	4	5	5
30	Application/usefulness of evaluation results (out of 5)	4	4	4	4	4	4
Evaluation Plan Subtotal		31	32	31	31	32	31
		9%	9%	9%	9%	9%	9%
VI. BUDGET & SUSTAINABILITY (20%)							
31	Adequate, appropriate expense budget to implement program/project (out of 5)	4	3	4	4	3	4
32	Line item costs explained/justified in narrative (out of 5)	4	4	4	4	4	4
33	Use of CRA funds clearly identified, may be tracked (out of 5)	5	4	5	5	4	5
34	Sufficient mix of funding secured to implement program/project (out of 5)	2	2	3	2	2	3
35	Mix & status of non-CRA funding solicited / pending (out of 5)	2	2	3	2	2	3
36	Financial documents demonstrate responsible financial management (out of 5)	5	4	4	5	4	4
37	Realistic plans to sustain program/project (out of 5)	4	3	4	4	3	4
Budget & Sustainability Subtotal		26	22	27	26	22	27
		15%	13%	15%	15%	13%	15%
TOTAL		181	170	182	176	169	177
		91%	85%	91%	88%	84%	89%
NOTES AND COMMENTS							
Committee Chair:							