

**FUNDING AGREEMENT FOR FISCAL YEAR 2021-2022 BETWEEN THE  
DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY AND  
DELRAY BEACH COMMUNITY LAND TRUST, INC.**

**THIS AGREEMENT** is made this \_\_\_\_ day of \_\_\_\_\_, 2021 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 **DELRAY BEACH COMMUNITY LAND TRUST, INC.** a Florida not-for-profit corporation, (hereinafter referred to as the “**DBCLT**”).

**WITNESSETH:**

**WHEREAS**, increasing affordable housing opportunities within the Delray Beach Community Redevelopment Area is essential to the **CRA's** redevelopment plan and

**WHEREAS**, the **CRA** Board finds that the services and programs provided by the **DBCLT** further the goals and objectives of the **CRA** as contained in the Community Redevelopment Plan, and are in the best interest of the **CRA**; and

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

**WHEREAS**, the **CRA** finds that this Agreement serves a municipal and public purpose, is consistent with the Community Redevelopment 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. The term of this Agreement shall commence upon execution by both parties. The Agreement shall continue in full force and effect until September 30, 2022.

3. The **CRA** shall provide funding to the **DBCLT** in an amount not to exceed One Hundred Ninety-Two Thousand Eight Hundred Fifteen and 00/100 Dollars (\$192,815) (the "Funding Amount"). The funds are to be used by the **DBCLT** to support its organizational operations, and for the purpose of providing community 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 Forty-Eight Thousand Two Hundred Three and 75/100 Dollars (\$48,203.75) shall be made by the **CRA** to the **DBCLT**. The **CRA** has the right to withhold the quarterly payment until receipt of documentation from the **DBCLT**, and until the **CRA** receives all additional information from the **DBCLT** that the **CRA** deems necessary, in its sole and absolute discretion, to analyze the **DBCLT's** financial position.

4. Prior to the issuance of quarterly payments by the **CRA** for Fiscal Year 2021-2022, as specified in this Agreement, **DBCLT** shall provide quarterly program budget and narrative reports to the **CRA**. **DBCLT** shall use the form, attached as Exhibit "A", in order to document the **DBCLT's** expenditure of funds and the **DBCLT's** progress towards outcomes projected in the Goals & Outcomes Report and Budget. The **DBCLT** will also be required to submit a Quarterly Balance Sheet. In addition, the

DBCLT may be required to present a quarterly update to the **CRA** Board upon request. The program budget and narrative reports shall be provided to the **CRA** no later than January 31, 2022, April 30, 2022, July 31, 2022 and October 31, 2022. In addition, the **CRA** may request that the **DBCLT** provide any additional information that the **CRA** deems necessary in order to fully evaluate the **DBCLT's** performance and financial status. The payment will not be released to the **DBCLT** until the **CRA** receives the report and any additional information requested.

5. In the event the **DBCLT** does not expend funds in accordance with its approved A-GUIDE funding application, attached as Exhibit “B”, the **CRA** shall provide written notice to the **DBCLT** of such deficiency(ies), and the **DBCLT** shall have fourteen (14) days from receipt of the notice to cure the deficiency(ies) to the satisfaction of the **CRA**. Should the **DBCLT** 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 **DBCLT**, under the terms of this Agreement. The **CRA** shall have sole and absolute discretion with respect to the determination as to whether **DBCLT** is expending funds in accordance with its approved A-GUIDE funding application.

6. The **DBCLT** 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**, including sponsorship of holiday activities. 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. Upon request by

the **CRA**, the **DBCLT** shall provide proof of the use of the **CRA** logo as required by this paragraph for projects funded pursuant to this Agreement.

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

8. The **DBCLT** 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 provided pursuant to this Agreement. The **DBCLT** 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 **DBCLT** 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**, or if this Agreement is still in force, any subsequent request for payment shall be withheld by the **CRA**.

9. 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.

10. The validity 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.

11. This Agreement shall be governed by and in accordance with the Laws of Florida. The venue for any action arising from this Agreement shall be in Palm Beach County, Florida.

12. If the **CRA** determines pursuant to the A-GUIDE Logic Model and Evaluation Plan that the **DBCLT** 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 **DBCLT** of such deficiency(ies), and the **DBCLT** shall have fourteen (14) days from receipt of the notice to cure the deficiency(ies) to the satisfaction of the **CRA**. Should the **DBCLT** fail to cure such deficiency(ies) to the satisfaction of the **CRA**, the **CRA** Board has the right to void the Agreement immediately after delivery of written notice to **DBCLT**. The **CRA's** Board shall have sole and absolute discretion with respect to the determination as to whether **DBCLT** is filling the **CRA's** goals and objectives.

13. Notices pursuant to this Agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

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

DBCLT: Evelyn Dobson, Chief Executive Officer  
145 SW 12<sup>th</sup> Ave  
Delray Beach, Florida 33444  
Telephone No.: (561) 243-7500

14. PUBLIC RECORDS. **DBCLT** shall comply with the applicable provisions of Chapter 119, Florida Statutes. Specifically, **DBCLT** 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 **DBCLT** 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 **DBCLT** 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 **DBCLT** 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 DBCLT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE DBCLT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:**

**CHRISTINE TIBBS  
561-276-8640  
TIBBSC@MYDELRAYBEACH.COM  
20 NORTH SWINTON AVENUE  
DELRAY BEACH, FLORIDA 33444**

15. Neither the **CRA** nor the **DBCLT** shall assign or transfer any rights or interest in this Agreement.

16. This Agreement shall not be valid until signed by the **CRA** Chair.

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

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

ATTEST:

DELRAY BEACH COMMUNITY LAND TRUST, INC., a Florida Not-for-profit Corporation

\_\_\_\_\_

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

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

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"  
BUDGET AND NARRATIVE REPORT

Organization Name:  
Executive Leader:  
Key Financial Manager:  
Current FY 2020-2021 Total Organization Budget:

**Evelyn S Dobson**

Program/Project B:	\$0.00
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**NOTES:**

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

FY 2021-2022 A-GUIDE COMBINED BUDGET

Organization Name:  
Executive Leader:  
Key Financial Manager:  
Current FY 2020-2021 Total Organization Budget:

Delray Beach Community Land Trust Inc  
Evelyn S Dobson  
Evelyn S Dobson  
\$727,200.00

Program/Project A:  
Program/Project B:

\$727,200.00  
\$0.00

EXPENSES	ORGANIZATION			PROGRAM A
	FY 2020-2021 TOTAL ORGANIZATION BUDGET	FY 2020-2021 ORGANIZATION BUDGET YEAR-TO-DATE (THRU 3/31/2021)	FY 2021-2022 PROJECTED ORGANIZATION BUDGET	FY 2020-2021 TOTAL PROGRAM BUDGET USE OF CRA FUNDS ONLY (A)
<b>Salaries &amp; Related Taxes (list each position/title separately)</b>				
Position: CEO-Chief Executive Officer	\$ 140,918.00	\$ 69,584.36	\$ 140,918.00	\$ 140,918.00
Position: Housing Manager	\$ 80,315.00	\$ 36,542.00	\$ 80,115.00	\$ 80,115.00
Position: Housing Coordinator	\$ 47,902.00	\$ 21,272.00	\$ 47,902.00	\$ 47,902.00
Position: Administrative Assistant	\$ 38,365.00	\$ 17,194.00	\$ 38,065.00	\$ 38,065.00
Position:				
Position:				
Position:				
<b>SUB-TOTAL SALARIES</b>	<b>\$ 307,500.00</b>	<b>\$ 144,592.36</b>	<b>\$ 307,000.00</b>	<b>\$ 307,000.00</b>
<b>Fringe Benefits (list each position/title)</b>				
Position: CEO-Chief Executive Officer	\$ 36,300.00	\$ 28,349.00	\$ 32,300.00	\$ 32,300.00
Position: Housing Manager	\$ 22,812.00	\$ 14,343.16	\$ 22,812.00	\$ 21,112.00
Position: Housing Coordinator	\$ 10,832.00	\$ 5,174.02	\$ 9,632.00	\$ 10,332.00
Position: Administrative Assistant	\$ 10,056.00	\$ 4,104.06	\$ 9,256.00	\$ 10,256.00
Position:				
Position:				
Position:				
<b>SUB-TOTAL FRINGE BENEFITS</b>	<b>\$ 80,000.00</b>	<b>\$ 51,970.24</b>	<b>\$ 74,000.00</b>	<b>\$ 74,000.00</b>
<b>Capital Expenditures (list each separately)</b>				
N/A	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
<b>SUB-TOTAL CAPITAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Conferences &amp; Meetings (list each separately)</b>				
NeighborWorks	\$ 1,000.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00
Florida Housing Coalition	\$ 1,000.00	\$ 336.53	\$ 1,000.00	\$ 1,000.00
Florida Community Development	\$ 750.00	\$ 276.00	\$ 750.00	\$ 750.00
Florida Redevelopment Association	\$ 750.00	\$ -	\$ 750.00	\$ 750.00
Grounded Solutions Network (NCLT)	\$ 1,500.00	\$ 500.00	\$ 1,500.00	\$ 1,500.00
<b>SUB-TOTAL CONFERENCES &amp; MEETINGS</b>	<b>\$ 5,000.00</b>	<b>\$ 1,612.53</b>	<b>\$ 5,000.00</b>	<b>\$ 5,000.00</b>



FY 2021-2022 A-GUIDE COMBINED BUDGET

Organization Name:  
Executive Leader:  
Key Financial Manager:  
Current FY 2020-2021 Total Organization Budget:

Delray Beach Community Land Trust Inc  
Evelyn S Dobson  
Evelyn S Dobson

\$727,200.00

Program/Project A:

\$727,200.00

Program/Project B:

\$0.00

	ORGANIZATION			PROGRAM A
Copying & Printing (list each separately)				
Printing/Copying	\$ 6,000.00	\$ 1,018.49	\$ 5,000.00	\$ 5,000.00
<b>SUB-TOTAL COPYING &amp; PRINTING</b>	<b>\$ 6,000.00</b>	<b>\$ 1,018.49</b>	<b>\$ 5,000.00</b>	<b>\$ 5,000.00</b>
Equipment Rental/Maintenance (list each separately)				
N/A				
<b>SUB-TOTAL EQUIPMENT RENTAL/MAINTENANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Insurance (list each separately)				
Liability	\$ 4,000.00	\$ 930.66	\$ 4,000.00	\$ 4,000.00
Errors & Omissions	\$ 6,000.00	\$ 2,581.98	\$ 6,500.00	\$ 6,500.00
Directors & Officers	\$ 3,500.00	\$ 1,400.14	\$ 3,500.00	\$ 3,500.00
Surety Bond	\$ 400.00	\$ -	\$ 400.00	\$ 400.00
Homes-DBCLT	\$ 14,500.00	\$ 4,305.48	\$ 10,000.00	\$ 10,000.00
Workers Compensation	\$ 6,000.00	\$ 4,576.89	\$ 6,000.00	\$ 6,000.00
<b>SUB-TOTAL INSURANCE</b>	<b>\$ 34,400.00</b>	<b>\$ 13,795.15</b>	<b>\$ 30,400.00</b>	<b>\$ 30,400.00</b>
Licenses, Registration, Permits (list each separately)				
Landlord License	\$ 375.00	\$ 150.00	\$ 225.00	\$ 225.00
State of Florida Corporation	\$ 150.00	\$ 70.00	\$ 100.00	\$ 100.00
Florida Solicitation	\$ 675.00	\$ -	\$ 425.00	\$ 425.00
<b>SUB-TOTAL LICENSES, REGISTRATION, PERMITS</b>	<b>\$ 1,200.00</b>	<b>\$ 220.00</b>	<b>\$ 750.00</b>	<b>\$ 750.00</b>
Local Travel (list each separately)				
N/A	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			



## FY 2021-2022 A-GUIDE COMBINED BUDGET

Organization Name:  
Executive Leader:  
Key Financial Manager:  
Current FY 2020-2021 Total Organization Budget:

Delray Beach Community Land Trust Inc  
Evelyn S Dobson  
Evelyn S Dobson  
\$727,200.00

Program/Project A:  
Program/Project B:

\$727,200.00  
\$0.00

	ORGANIZATION			PROGRAM A
<b>SUB-TOTAL LOCAL TRAVEL</b>	\$ -	\$ -	\$ -	\$ -
Office & Program Supplies (list each separately)				
Office Supplies & Operations	\$ 7,000.00	\$ 2,845.69	\$ 7,500.00	\$ 7,500.00
Bank Charges	\$ 3,000.00	\$ 1,093.68	\$ 3,000.00	\$ 3,000.00
Dues/Subscriptions	\$ 4,000.00	\$ 1,883.85	\$ 4,500.00	\$ 4,500.00
Office Equipment/Furniture	\$ 12,000.00	\$ 3,833.92	\$ 9,000.00	\$ 9,000.00
Telephone	\$ 4,200.00	\$ 1,773.40	\$ 4,500.00	\$ 4,500.00
Miscellaneous	\$ 500.00	\$ -	\$ 500.00	\$ 500.00
<b>SUB-TOTAL OFFICE &amp; PROGRAM SUPPLIES</b>	\$ 30,700.00	\$ 11,430.54	\$ 29,000.00	\$ 29,000.00
Postage & Delivery (list each separately)				
Postage & Delivery	\$ 3,500.00	\$ 1,282.51	\$ 3,500.00	\$ 3,500.00
<b>SUB-TOTAL POSTAGE &amp; DELIVERY</b>	\$ 3,500.00	\$ 1,282.51	\$ 3,500.00	\$ 3,500.00
Professional Svcs/Consulting (list each separately)				
Website Services	\$ 4,500.00	\$ 370.17	\$ 5,000.00	\$ 5,000.00
Appraisals	\$ 1,500.00	\$ 700.00	\$ 1,500.00	\$ 1,500.00
Marketing/Advertising	\$ 5,000.00	\$ 1,583.30	\$ 5,000.00	\$ 5,000.00
Legal	\$ 6,000.00	\$ 2,198.70	\$ 6,000.00	\$ 6,000.00
Professional/Consulting	\$ 14,000.00	\$ 8,939.05	\$ 12,000.00	\$ 12,000.00
Accounting/Audit	\$ 15,000.00	\$ 8,250.00	\$ 15,000.00	\$ 15,000.00
<b>SUB-TOTAL PROFESSIONAL SVCS/CONSULTING</b>	\$ 46,000.00	\$ 22,041.22	\$ 44,500.00	\$ 44,500.00
Rent/Mortgage & Maintenance (list each separately)				
InKind	\$ 24,000.00	\$ 12,000.00	\$ 24,000.00	\$ 24,000.00
<b>SUB-TOTAL RENT/MORTGAGE &amp; MAINTENANCE</b>	\$ 24,000.00	\$ 12,000.00	\$ 24,000.00	\$ 24,000.00
Telecommunication (list each separately)				

Organization Name:  
Executive Leader:  
Key Financial Manager:  
Current FY 2020-2021 Total Organization Budget:

**Evelyn S Dobson**

Evelyn S Dobson

**\$727,200.00**

Program/Project A:	\$727,200.00
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Program/Project B:	\$0.00
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## BUDGET



Organization Name:

Delray Beach Community Land Trust Inc

Program/Project A:

727200

INCOME	AMOUNT	PROGRAM A Program	Justification/Narrative for CRA Funded	*C or P	**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>\$ 282,460.00</b>	Affordable Housing Program Funding			
Other: Other Grant Funds	\$ 15,000.00	Grants captured to offset program cost			
Other: Application Fees	\$ 3,000.00	Revenue captured specific to applications processed for ownership and rentals			
Other: Ground Lease Fees	\$ 42,240.00	Ground Lease fees captured at \$40.00 monthly per owner, number base on 88			
Other: Legal Fees	\$ 300.00	Revenue recaptured from for legal matters			
Other: Developer Fees	\$ 135,000.00	Revenue captured from six (6) sales averaged at \$225,000 x 10%			
Other: Membership Fees	\$ 300.00	Nominal membership fees			
Other: Proceeds From Sales	\$ 24,000.00	Reimbursed expenses captured from sales			
Other: Rental Income-DBCLT	\$ 66,400.00	Annual revenue captured from owned rental units			
Other: Rental Income-Palm Manor	\$ -	Contract ends September 2021			
Other: Rental Income-SW 12th Duplexes	\$ 131,600.00	Annual gross potential rent \$136,800.00-basis 3 units turnover (2 months each)			
Other: In-Kind-Office	\$ 24,000.00	Dollar factor assigned to contributions from the City of Delray Beach			
Other: Investment/Interest	\$ 2,400.00	Return captured from funds held in money market accounts			
Other: Miscellaneous	\$ 500.00	Non-specific			
Other:	\$ -				
<b>TOTAL INCOME</b>	<b>\$ 727,200.00</b>				

NOTES:

Organization Name: Delray Beach Community Land Trust Inc

Program/Project A: 727200

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

EXPENSES	AMOUNT	PROGRAM A	How CRA Funds Will be Used	Justification/Narrative for
<b>Salaries &amp; Related Taxes (list each position/title separately)</b>				
Position: CEO-Chief Executive Officer	\$ 140,918.00		Annual gross salaries and taxes	
Position: Housing Manager	\$ 80,115.00		Annual gross salaries and taxes	
Position: Housing Coordinator	\$ 47,902.00		Annual gross salaries and taxes	
Position: Administrative Assistant	\$ 38,065.00		Annual gross salaries and taxes	
Position:	\$ -			
Position:	\$ -			
Position:	\$ -			
	\$ -			
	\$ -			
	\$ -			
<b>SUB-TOTAL SALARIES</b>	<b>\$ 307,000.00</b>			
<b>Fringe Benefits (list each position/title)</b>				
Position: CEO-Chief Executive Officer	\$ 32,300.00		Employer cost (health/dental/life and disability, allowances, 401k, etc.)	
Position: Housing Manager	\$ 21,112.00		Employer cost (health/dental/life and disability, allowances, 401k, etc.)	
Position: Housing Coordinator	\$ 10,332.00		Employer cost (health/dental/life and disability, allowances, 401k, etc.)	
Position: Administrative Assistant	\$ 10,256.00		Employer cost (health/dental/life and disability, allowances, 401k, etc.)	
Position:	\$ -			
Position:	\$ -			
Position:	\$ -			
	\$ -			
	\$ -			
<b>SUB-TOTAL FRINGE BENEFITS</b>	<b>\$ 74,000.00</b>			
<b>Capital Expenditures (list each separately)</b>				
	\$ -			



Organization Name:

Delray Beach Community Land Trust Inc

Program/Project A:

727200

	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
<b>SUB-TOTAL CAPITAL EXPENDITURES</b>	\$ -	<b>Total Capital Expenditures</b>
Conferences & Meetings (list each separately)		
NeighborWorks	\$ 1,000.00	Capacity building, organizational enhancement cost (staff and board members)
Florida Housing Coalition	\$ 1,000.00	Capacity building, organizational enhancement cost (staff and board members)
Florida Community Development	\$ 750.00	Capacity building, organizational enhancement cost (staff and board members)
Florida Redevelopment Association	\$ 750.00	Capacity building, organizational enhancement cost (staff and board members)
Grounded Solutions Network (NCLT)	\$ 1,500.00	Capacity building, organizational enhancement cost (staff and board members)
	\$ -	
	\$ -	
	\$ -	
<b>SUB-TOTAL CONFERENCES &amp; MEETINGS</b>	\$ 5,000.00	<b>Total Conferences &amp; Meetings</b>
Copying & Printing (list each separately)		
Printing/Copying	\$ 5,000.00	Cost associated with day-to-day operations
	\$ -	
	\$ -	
<b>SUB-TOTAL COPYING &amp; PRINTING</b>	\$ 5,000.00	<b>Total Copying &amp; Printing</b>

Delray Beach Community Land Trust Inc

727200

4 of 8



Organization Name:

Delray Beach Community Land Trust Inc

Program/Project A:

727200

Local Travel (list each separately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
<b>SUB-TOTAL LOCAL TRAVEL</b>	\$ -	<b>Total Local Travel</b>
Office & Program Supplies (list each separately)		
Office Supplies & Operations	\$ 7,500.00	Cost for day-to-day operating supplies
Bank Charges	\$ 3,000.00	Monthly bank service fees incurred
Dues/Subscriptions	\$ 4,500.00	Cost incurred for connections with housing affiliates and other entities
Office Equipment/Furniture	\$ 9,000.00	Software upgrades, leased equipment, replacement cost office furniture
Telephone	\$ 4,500.00	Electronic devices utilized by staff
Miscellaneous	\$ 500.00	Non-specific cost incurred
	\$ -	
	\$ -	
<b>SUB-TOTAL OFFICE &amp; PROGRAM SUPPLIES</b>	\$ 29,000.00	<b>Total Office &amp; Program Supplies</b>
Postage & Delivery (list each separately)		
Postage & Delivery	\$ 3,500.00	US postage and meter lease cost
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
<b>SUB-TOTAL POSTAGE &amp; DELIVERY</b>	\$ 3,500.00	<b>Total Postage &amp; Delivery</b>

Organization Name:

Delray Beach Community Land Trust Inc

Program/Project A:

727200

Professional Svcs/Consulting (list each separately)		
Website Services	\$ 5,000.00	Cost incurred for website maintenance
Appraisals	\$ 1,500.00	Cost associated with services for appraisals of vacant land and acquisitions
Marketing/Advertising	\$ 5,000.00	Cost incurred for all marketing materials, ads, quarterly newsletters, etc.
Legal	\$ 6,000.00	Cost associated with protecting and defending practices and procedures, compliance
Professional/Consulting	\$ 12,000.00	Cost associated with program refinement, organizational efficiency and growth
Accounting/Audit	\$ 15,000.00	Cost associated with the draft/final preparation of financial audit and 990 Return
	\$ -	
	\$ -	
<b>SUB-TOTAL PROFESSIONAL SVCS/CONSULTING</b>	<b>\$ 44,500.00</b>	<b>Total Professional Svcs/Consulting</b>
Rent/Mortgage & Maintenance (list each separately)		
InKind	\$ 24,000.00	Support from the City of Delray Beach dollar factor (rent, utilities, maintenance, etc.)
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
<b>SUB-TOTAL RENT/MORTGAGE &amp; MAINTENANCE</b>	<b>\$ 24,000.00</b>	<b>Total Rent/Mortgage &amp; Maintenance</b>
Telecommunication (list each separately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	



Organization Name:

Delray Beach Community Land Trust Inc

Program/Project A:

727200

<b>SUB-TOTAL TELECOMMUNICATION</b>	<b>\$ -</b>	<b>Total Telecommunication</b>
<b>Utilities (list each separately)</b>		
FPL Electric	\$ 1,200.00	Cost subject to be incurred during the vacancy of owned rental units
Water & Sewer	\$ 2,500.00	Cost subject to be incurred during the vacancy of owned rental units
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
<b>SUB-TOTAL UTILITIES</b>	<b>\$ 3,700.00</b>	<b>Total Utilities</b>
<b>Other: (list each separately)</b>		
	\$ -	
Travel/Mileage	\$ 3,000.00	Cost associated with training/workshops/conferences outside of local area
Meals	\$ 1,250.00	Cost associated with training/workshops/conferences outside of local area
Loan Interest	\$ 9,000.00	Interest incurred on line of credit with PNC Bank
Property Taxes	\$ 4,000.00	Taxes incurred on properties owned and sales
Closing Cost	\$ 19,000.00	Cost incurred for acquisitions and sales
Landscape Maintenance	\$ 19,000.00	Maintenance of all rental properties, vacant lots and Atlantic Park Square common area
Pest Control	\$ 1,500.00	Maintenance cost of leased single family homes and duplex
Repairs/Maintenance	\$ 8,000.00	Maintenance cost of leased single family homes and duplex
Storage Fees	\$ 3,000.00	Cost incurred for files stored, etc.
Development Cost	\$ 30,000.00	Cost associated with new construction, impact fees, water line connections,
Improvements	\$ 10,000.00	Cost associated with owned rental properties (Roofing, A/C, Electrical, Plumbing, Painting, etc..)
Contingency	\$ 6,000.00	Set aside to cover the cost of acquisitions, rehab and new construction
Program Services-Palm Manor	\$ -	Property Management Agreement ends September 23, 2021
Program Services-SW 12th Ave Duplexes	\$ 76,800.00	Property management cost to maintain units and site
Program Services-808 SW 3rd Ct	\$ 9,800.00	Management of rental unit and property
	\$ -	
	\$ -	
	\$ -	

**Delray Beach Community Land Trust Inc**

727200

	\$	-	
	\$	-	
	\$	-	
	\$	-	
	\$	-	
	\$	-	
	\$	-	
	\$	-	
	\$	-	
	\$	-	
	\$	-	
SUB-TOTAL OTHER	\$	200,350.00	Total Other
SUB-TOTAL EXPENSES	\$	727,200.00	Sub-Total Expenses
	\$	-	Administrative Expenses
TOTAL EXPENSES	\$	727,200.00	Total Expenses

EXHIBIT "B"  
A-GUIDE FUNDING APPLICATION





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

## SECTION I. ORGANIZATION INFORMATION

1 Organization Legal Name: Delray Beach Community Land Trust Inc.

*dba*, if applicable: DBCLT

2 Address: 145 SW 12<sup>th</sup> Avenue

3 Telephone: 561-243-7500

4 Fax: 561-243-7501

5 Website:

www.delraylandtrust.org

6 Mission Statement:

Our mission is "To create healthy communities through the provision and preservation of affordable housing for very-low to moderate income households".

7 Executive Leader: Evelyn S. Dobson

8 Application Contact: Evelyn S. Dobson

9 Title: CEO

10 Contact Telephone: 561-243-7500

11 Email: dobson@mydelraybeach.com

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

**Year Established-**The Delray Beach Community Land Trust, Inc. was incorporated on January 17, 2006 under the laws of the State of Florida for the sole purpose of owning land and providing affordable housing opportunities for very low to moderate income households within the Delray Beach CRA target area and City limits.

Realizing that the working individuals in our city provide services that are vital to the economy:

- 1) We continuously strive to minimize the number of households that are cost burdened, struggling to provide adequate housing for themselves and their families, create a varied stock of housing by size and design, expand rental housing and the ownership base of the city, and promote economic growth.
- 2) Meet ongoing affordable housing needs within the DBCRA target area and the City
- 3) Enhance/improve our organizations infrastructure and capacity to facilitate long term sustainability
- 5) Provide/secure ongoing support services for the DBCLT homeowners

**History-**The DBCLT operates as an independent 501 (c) (3) nonprofit organization that was started by the DBCRA and was considered a component of the DBCRA from inception to September 30, 2006.

The DBCLT's affordable housing program services assure the accessibility of long-term affordable housing opportunities for the underserved populations, and a path from renting to homeownership.

**Growth-**Our growth is due to the financial support of the DBCRA and the in-kind support by the City of Delray Beach. The operations and program services remain effective and efficient with the board governance and staff team of 4 employees (2006-2008 staff of 7).

We strive for excellence, setting a high standard for the services we provide to our clients, the quality of our products, our professionalism and competence through inclusiveness, transparency, and honesty. We believe in being a resilient, assertive organization that resolves tough challenges during difficult times.

Quality housing changes the lives of underserved individuals. Our housing program revitalizes distressed neighborhoods and promotes economic and social integration while building a better community.

We continue to provide housing opportunities for the local workforce and lower wage earners, revitalize areas with infill housing development and promote economic and social integration by directing economic benefits to the local community.

The DBCLT portfolio currently consists of one hundred five (105) properties:



- Eighty-one (81 Units) - owner occupied units.
- One (1) - resale 203 NW 5<sup>th</sup> Ave
- Four (4) single family home rentals
- One (1) duplex - two (2) rental units
- Ten (10) lots - Corey Jones Isle Project, 312, 314, 316, 318, 320, 322, 324, 326 and 328 SW 7<sup>th</sup> Ave and 238 SW 6<sup>th</sup> Ave
- Eight (8) - vacant lots dedicated for the future development of single-family homes, vacant lot at 308 SW 3<sup>rd</sup> purchased in March.

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

The DBCLT value individuals who devote their time and energy to our program over money. Our board members offer an array of non-monetary attributes and potential. To truly be a valued nonprofit board member requires having good character, a strong commitment to our mission, the gift of time, and a willingness to use personal and professional resources to advance the organizations growth. All board members are required to be engaged and contribute their time and expertise in support of all services provided by the organization. We require that all board members be a Lifetime Member at \$100.00.

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

N/A Cash donations N/A Donations raised from others 288 Volunteer hours N/A In-kind donations

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

\$ 0.00 Cash donations \$ 0.00 Donations raised from others  
\$ \$5,760.00 Volunteer hours \$ 0.00 In-kind donations

**16 Oversight/Accreditation/Affiliation:**

The DBCLT Board of Directors are responsible for the adoption of all policies, practices, and procedures. Audited financial statements required annually and 990 Return. The audit over the past twelve (12) years has been prepared and presented by a certified public accountant with no negative findings, material or internal.

State CHDO Certification-State of Florida affordable housing initiative

Fannie Mae Approved Certification-Duty to Serve Plan-as of 02/27/2019

State of Florida Sunshine Laws-as required

Freddie Mac Certification-in process

The organization is aligned with multiple affiliates that provide TA support services and Training such as:

- Palm Beach County Nonprofit Housing Developer Forum
- Palm Beach County Affordable Housing Collaborative
- The Grounded Solutions Network (National CLT)
- The Florida Housing Coalition
- The Florida Community Land Trust
- The National Low Income Housing Coalition
- The Florida Association for Community Action
- The Urban Land Institute
- Neighbor Works America Training Institute
- The TED Center

**SECTION II. PROJECT/PROGRAM INFORMATION****Program A****17 Project/Program Title: Affordable Housing****18 Check one:**☐ New☒ Existing**19 If existing  
Program, year  
established:**  
2006**20 Prior CRA Funding for  
Same Project/ Program?**☒ Yes☐ No**21 Time Period(s):**

October 1, 2016 through September 30, 2017

October 1, 2017 through September 30, 2018

October 1, 2018 through September 30, 2019

October 1, 2019 through September 30, 2020

October 1, 2020 through September 30, 2021

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

The DBCRA funds are requested to expand the DBCLT's affordable housing program services within the target area. No matter how the ideal of equality of opportunity is defined, countless studies provide data and statistics that reflect just how far we are from achieving equal housing opportunities for underserved populations. Study findings include: the lack of society mobility in the U.S., a widening achievement gap and the systematic difference in opportunity structure for Whites vs African Americans/Blacks, Latinos, and Native Americans.

The DBCLT program services provide a sense of identity, belonging, shared circumstances, and common cause. "Place" is important when there is adequate housing, infrastructure improvements, facilities, goods, and services for the residents. The DBCLT program addresses the housing needs of very low to moderate income households and provide more than bricks and mortar; we create a sense of identity, belonging, and shared commitment. Our housing program serves as an extension of the DBCRA and City housing services to eliminate deteriorating neighborhoods, displacement, hopelessness, homelessness, and lack of pride. The CLT model is increasingly being utilized in communities across the country as the mechanism to either preserve long-term housing affordability or as a strategy to prevent the displacement of lower-income households.

Listed below are projects in place that support our overall mission of providing long term, quality, affordable housing:

**Atlantic Park Square Project:**

With the expansion of the project there are twenty-five (25) three- and four-bedroom single family homes, in the "Floribbean Village" architecturally traditional neighborhood style with rear and side loaded garages, porches and in partnership with the Delray Beach CRA and the City of Delray Beach. The project location is two blocks from Atlantic Avenue on SW 14<sup>th</sup> Avenue. In addition to the homes, the streetscape beautification project and alleyway improvements has earned the DBCRA, City of Delray Beach and the Delray Beach CLT accolades from residents, community interest groups, Florida Housing Coalition, Grounded Solutions Network, and other housing affiliates.

**COREY JONES ISLE**-Our newest project in partnership with the DBCRA and City. Has made provision for 10 for sale single family units, Nine (9) within the 300 block of SW 7<sup>th</sup> Ave and one (1) at 238 SW 6<sup>th</sup> Ave. This project created significant changes to the character of this block and consist of five (5) single story and five (5) two story units ranging from 1833 to 2300 square feet. The alleyway improvements and streetscape added to the beauty of the project.

**Property Management of the DBCRA owned PALM MANOR APARTMENTS:**

Since 2010 the Delray Beach CLT has been the ground lease holder of the renovated Palm Manor Apartments (25 units), with the responsibilities of; marketing, screening applicants, completing files for occupancy, executing leases, collecting rents, and security deposits, maintenance and preparing monthly reports. Agreement term ends as of September 2021.

**Property Management of the DBCRA owned SW 12<sup>th</sup> AVENUE DUPLEXES:**

Since 2013 to present, the DBCLT maintain and manages the 6 duplexes (12 units) owned by the DBCRA.

**36 NW 13<sup>th</sup> Avenue Duplex Renovation Project-DBCLT Owned**

Acquired and rehabbed adding to housing portfolio. Acquisition provided 2 affordable rental units, one unit-2BR, 1Bath and one 3BR, 1Bath.

**CODA-NEW URBAN-Work Force Housing Project-PHASE I**

Provided the opportunity for three (3) moderate income households to purchase the 2100 square feet townhomes.

**CODA-NEW URBAN-Work Force Housing Project-PHASE II**

Provided the development of 2 new off-site 1800 square feet single family homes on NW 5<sup>th</sup> Avenue, targeting very-low-income households.

**The METROPOLITAN AT DELRAY, LLC-Work Force Housing Project**

Provide partial funding for the development of 5 scattered off-site single-family homes that range from 1700-1950 square feet (200 NW 5<sup>th</sup> Ave A, 111 NW 12<sup>th</sup> Ave, 706 & 710 SW 2<sup>nd</sup> Street and 309 SW 5<sup>th</sup> Ave).

**Program B (if applicable)**

23 Project/Program Title: N/A

24 Check one:

☐ New

☐ Existing

25 If existing  
Program, year  
established:

26 Prior CRA Funding for  
Same Project/Program?

☐ Yes

☐ 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 Delay 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:

We continue to embrace a "comprehensive community development" framework, in which we focus both on People and Place to ensure that an adequate supply of quality housing is available in an array of designs and price levels to meet the needs of the very low to moderate income populations.

The DBCLT affordable housing program services aligns with the CRA goals to:

- Upgrading existing housing conditions, minimizing slum and blight within the DBCRA target.
- Providing land to develop affordable housing units, improving quality of life and existing infrastructure.
- Protecting the long-term use of public funds.
- Protecting land use.

Our housing program serves as an extension of the DBCRA and City housing services to eliminate deteriorating neighborhoods, displacement, hopelessness, homelessness, and lack of pride.

The need to provide sustainable, affordable housing options within the CRA target area and city limits is ongoing. In South Florida, the combined burden of renters and homeowners cost remains a challenge, with a decline in homeownership opportunities for very low-, and low-income households. Blight remains an issue within the DBCRA target area.

Our community is an important source of cultural, social, and civic identity. Quality affordable housing influences how residents interact with and influence one another. A sense of "place" and "change" provide an opportunity for individuals and their families within a community to develop a sense of belonging and connection. Across the country, researchers found that the location that you live in matters and plays a big role in quality of life. Also shows that families who are given better housing opportunities, on average are more inclined to thrive.

The DBCLT program services provide more than bricks and mortar, we provide a sense of identity, belonging, and shared commitment. "Place" is important when there is adequate housing, infrastructure improvements, facilities, goods, and services for residents.

We echo these factors associated with Upward Mobility;

- 1) Less segregation by income and race
- 2) Lower levels of income inequality
- 3) Better schools
- 4) Lower rates of violent crimes

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

The success of any entity requires a staff that possess sufficient professional skill sets, knowledge, shared core values, discipline, self-motivation, along with the commitment to carrying out the program services defined by the mission and goals.

The entire Staff Team consist of individuals that possess all the above and the collective skills, knowledge and other tangible assets used to effectively operate and grow our housing program services, with multiple years of experience with the organization and combined experience of years in industries related to housing development, property management, mortgage processing, banking, and management.

**Chief Executive Director** – Evelyn Dobson is a Founder of the DBCLT, which started during her service as a CRA Commissioner. She was employed by the DBCLT in January of 2007 as Operations Manager, appointed as Interim Executive Director in November 2008, and appointed as Executive Director in March of 2009. Evelyn wears multiple hats, she exercises independent judgment in the completion of assignments from the board, and interacts positively with the board, partners, and affiliates. Holding multiple industry specific certifications as well as college courses, she is accountable for the management of day-to-day operations, planning effectively for the future, ensuring quality programming in tune with current housing trends, and achieving the goals necessary for fulfilling the mission of the organization within budget constraints.

Prior to her start with the DBCT, she had more than eighteen years of property management and private development experience, and eight years in banking. She has supervised more than 27 employees in the past and currently supervises a staff of 3 fulltime employees.

**Housing Manager** – Gerecia Edmond was a leased employee by the DBCRA on behalf of the DBCLT in 2006. Officially employed by the DBCLT in 2007. She is result oriented, dependable, and professionally experienced. She excels in the housing field, is diligent; possess excellent communication skills, and works very well with the DBCLT team and affiliates. Responsibilities related to housing program services include communicating with the City of Delray Community Improvement Department staff to ensure compliance with State, City and DBCRA requirements and all other duties assigned. Gerecia possess several certificates of completion related to mortgage lending and housing from NeighborWorks Training Institute and The Florida Housing Coalition.

**Housing Coordinator** – Snevly Noel employed in April 2016. Snevly is an added asset to the staff team. She is bi-lingual and transitioned from Administrative Assistant in 2019. She is professionally ethical, detail oriented, possesses excellent analytical skills, computer literate, team player, dependable, and has assumed specific accounting tasks. Responsibilities related to housing program



services are managing client files, communicating with the lenders and City of Delray Community Improvement Department staff to ensure compliance.

**Riche Blake, Administrative Assistant**-employed in July of 2019 and possess an Associate degree in Business Management. As a valued member of the staff team, she independently manages the front desk activities, ensures that all applications are complete, handles all service calls, and all other duties as assigned.

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

Challenges are areas that may harm or hinder growth of program services. During our most recent strategic planning session we determined that the following are our potential challenges:

- Slowing acquisition of land and existing structures, due to intensified demand by private market
- Availability of vacant land to expand homeownership program services
- Land costs
- New construction costs
- Provide purchase assistance for households at 121-140% of AMI
- Land Development Regulations changes
- Perception of the organization/CLT model (*concerns about buyers not owning the land, limited wealth building, loss of tax revenue*)
- Time constraints with funding opportunities in response to COVID

Our strategies are to:

- Acquire vacant land and/or existing units to provide future affordable housing opportunities.
- Develop multi-family rental units
- Diversify housing stock and sale options to include 40yr. deed restricted purchase with owning the land and improvement.
- Increase number of rental units owned and/or managed by DBCLT.
- Expand lease-purchase options.
- Explore strategies other than new construction to provide affordable housing units.

### SECTION III. FINANCIAL INFORMATION

#### ORGANIZATION BUDGET

32 Total Organization Budget for Previous FY 2019-2020: \$912,210.00	33 Total Organization Budget for Current FY 2020-2021: \$902,500.00	34 Total Organization Budget for Proposed 2021-2022: \$727,200.00
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#### PROGRAM BUDGET

35 Project/Program Budget (A): \$727,200.00	36 Amount Requested (A): \$282,460.00	37 % of Org Budget 39 %
38 Project/Program Budget (B): \$0.00	39 Amount Requested (B): \$0.00	40 % of Org Budget 0 %
41 Total CRA Request (Program A+B):	\$282,460.00	39 % of Org Budget %

**43 Type(s) of Support Requested (refer to A-G.U.I.D.E. guidelines):**

- Administrative/overhead cost
- Building/renovation
- Conferences/seminars
- Consulting services

- Equipment
- Land acquisitions
- Loaned talent
- Management/capacity building
- Affordable housing program support

**44 Other Support/Status and Plans for Sustainability (maximum 500 words):**

Secure rental properties that will generate a revolving pool of revenue to sustain operations and seek additional funding sources to support affordable housing development. Organizational growth plans are to:

- Engage fund development consultants.
- Evaluate feasibility of deed restricted purchase option.
- Secure renewal of existing rental property management contracts.
- Identify one or more potential rental properties for future acquisition.
- Offer lease-purchase option to clients that are not mortgage ready.
- Engage in the acquisition/rehabilitation of existing units (turnkey properties).
- With expansion of program services, hire a part-time staff person to take on expanded responsibilities/workload.

#### SECTION IV. APPLICATION CHECKLIST

A.	Cover Letter Signed by Board Chair	<input checked="" type="checkbox"/>
B.	501(C)(3) IRS Determination Letter	<input checked="" type="checkbox"/>
C.	Board of Directors List	<input checked="" type="checkbox"/>
D.	Policy on Board Contributions, If Applicable	<input checked="" type="checkbox"/>
E.	Strategic Plan or Other Long-Term Planning Document	<input checked="" type="checkbox"/>
F.	Logic Model	<input checked="" type="checkbox"/>
G.	Goals and Outcomes Report	<input type="checkbox"/>
H.	Evaluation Plan	<input checked="" type="checkbox"/>
I.	Combined Budget Form	<input checked="" type="checkbox"/>
J.	Project/Program Budget & Narrative Form	<input checked="" type="checkbox"/>
K.	Most Recent Financial Statement	Time Period: <u>03/31/2021</u> <input checked="" type="checkbox"/>
L.	Most Recent Form 990	Time Period: <u>09/30/2020</u> <input checked="" type="checkbox"/>
M.	Most Recent Independent Financial Audit/Review/Compilation	Time Period: <u>09/30/2020</u> <input checked="" type="checkbox"/>
N.	Affiliation Agreements, If Applicable	Time Period: _____ <input checked="" type="checkbox"/>
O.	Current Balance Sheet as of 3/31/2021	<input checked="" type="checkbox"/>

#### SECTION V. CERTIFICATION STATEMENT AND SIGNATURE

As chief executive of the applicant organization I certify that (1) the information provided in this application is correct and complete to the best of my knowledge; (2) 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 (3) I will be accountable for compliance with all CRA requirements for operation, evaluation, and reporting.

  
Executive Leader Name and Title Evelyn S. Dobson-CEO

15/20/2021  
Date Submitted