



Legislation Text

File #: 18-0062 CRA, Version: 1

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 GREATER DELRAY BEACH CHAMBER OF COMMERCE

Recommended Action:

Direct staff to include funding for the Chamber in the CRA's FY 18-19 Budget in the amount of \$62,250.

Background:

The Chamber applied for CRA A-GUIDE Funding for FY 2018-19 under the category of Economic Development for their Business Incubator.

Funding Request Amount: \$62,250
Organization Total Budget: \$1,194,463
CRA Funds - Percentage of Budget: 5%
Amount of A-GUIDE funding established: first submission for A-GUIDE funding

Program: "A" Business Incubator

Requesting Amount: \$62,250
Program Budget: \$75,000
Percentage of Program Budget: 72%

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:

1909 Accelerator Evaluation Score: 73%

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

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

The Chamber's President and CEO Jeb Conrad 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.