

Riviera Beach CRA Payment Authorization Checklist

Vendor Name: Langton Associates
 Control No.: 2015-29 Invoice No.: #023
 Invoice Date: 8/25/2017 Payment Amount: \$ 5000
 Project Supervisor/Responsible Official: Annette Jenkins

	Reviewed/Approved by
<input checked="" type="checkbox"/> Project "scope of work and deliverables" reviewed ?	<i>[Signature]</i>
<input checked="" type="checkbox"/> Payment support documentation appropriate based on work scope ?	<i>[Signature]</i>
<input checked="" type="checkbox"/> Deliverables due with this invoice have been received ?	<i>[Signature]</i>
<input type="checkbox"/> If final payment, have all deliverables been received ?	NA
<input checked="" type="checkbox"/> Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis ?	<i>[Signature]</i>
<input checked="" type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	<i>[Signature]</i>
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	<i>[Signature]</i>
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	<i>[Signature]</i>

The invoice and supporting documentation have been reviewed and it is approved for payment.

[Signature]
 Approving Authority

Date: 6-9-17

Payment approved by the Board of Commissioners by Motion No. 2015-29 or the Consent Agenda, at its meeting on 8-26-15. (If applicable)

entered 9-6-17



LANGTON
ASSOCIATES

grant writing, grant
administration and
intergovernmental
relations

August 25, 2017

Invoice #: 023

Riviera Beach CRA
Scott Evans, Interim Executive Director
2001 Broadway, Suite 300
Riviera Beach, Florida 33404

RE: Continuing Services Agreement (RFQ 469-14)

Professional fee for grant consulting services rendered to Riviera Beach CRA for
August 2017.

Amount due: \$5,000.00

Please remit upon receipt to:

Langton Associates, Inc. (FID #: 59-2247694)
4830 Atlantic Boulevard
Jacksonville, Florida 32207

Thank you

Heather Pullen
Office Manager

RECEIVED

AUG 28 2017

RIVIERA BEACH COMMUNITY
REDEVELOPMENT AGENCY

Riviera Beach CRA Grant Writing Report

Month: August 2017	
Grants Awarded	<ul style="list-style-type: none"> Wells Fargo Foundation – Riviera Beach Marina Village Water Tank & Wall Mural – \$5,000
Grant Opportunity Research	<ul style="list-style-type: none"> Florida Job Growth, Enterprise Florida & Florida Department of Economic Opportunity – Exploring Possible Projects Urban and Community Forestry Grant summary prepared for staff Florida Highway Beautification Grant summary prepared for staff
Technical Assistance	<ul style="list-style-type: none">
Communication with Staff	<ul style="list-style-type: none"> Phone and e-mail communication related to various upcoming grant opportunities as well as reporting document preparation Communicated with City Manager’s office for approval to pursue 2017 Mayor’s Challenge opportunity 8/10/17 Michael Langton met with City Manager Jonathan Evans, Lina Busby of City Attorney’s Office, and Rick Little of the Purchasing Department to discuss extending our CRA Professional Service Agreement to allow Langton Consulting to provide identical services to the City at no additional costs.
Grants in Progress	<ul style="list-style-type: none"> 2017 Mayor’s Challenge, Bloomberg Philanthropies – RSVP submitted, date availability for Idea Accelerator Workshop survey submitted, full application due October 20th
Grants submitted	<ul style="list-style-type: none"> Impact the Palm Beaches (Letter of Intent – awaiting invitation to submit full application), Community Foundation of Palm Beach and Martin Counties – Riviera Beach Marina District Public Art and History Installations, \$100,000 Comerica Charitable Foundation – Comerica Bank Small Business Resource Center, \$8,000 Quantum in the Community, Quantum Foundation – Operating Support for Programs Providing Basic Needs Assistance to the Residents of Riviera Beach, \$25,000