

# Riviera Beach CRA Payment Authorization Checklist

Vendor Name: Langton Associates  
 Control No.: \_\_\_\_\_ Invoice No.: # 004  
 Invoice Date: 12/28/15 Payment Amount: \$ 5,000.00  
 Project Supervisor/Responsible Official: Scott Evans / Agency

	Reviewed/Approved by
<input checked="" type="checkbox"/> Project "scope of work and deliverables" reviewed ?	AG / SE
<input checked="" type="checkbox"/> Payment support documentation appropriate based on work scope ?	AG / SE
<input checked="" type="checkbox"/> Deliverables due with this invoice have been received ?	AG / SE
<input type="checkbox"/> If final payment, have all deliverables been received ?	N/A
<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 ?	AG / SE
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	N/A
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	AG / SE
<input type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	SE

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

[Signature]  
 Approving Authority

Date: 1-19-16

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

*entered 1-15-16 SE*



December 28, 2015

Invoice #: 004

Riviera Beach CRA  
Tony Brown, 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 December 2015.

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

**Riviera Beach CRA  
Grant Writing Tracking Report**

<b>Grant Applications</b>		<b>Project Description</b>	<b>Submitted</b>	<b>Amount Requested</b>	<b>Funding Status (Funded, Not Funded, Pending, To Be Submitted)</b>	<b>Amount Funded</b>	<b>If not Funded, why?</b>	<b>Applicant (CRA or CDC)</b>
<b>Grant Program</b>								
HHS CED		Public Market Design	4/ /2015	\$800,000	Not Funded		Briefing	CDC
FMPP		Public Market Planning	5/14/2015	\$100,000	Pending		Pending	CDC
Agriculture Education & Promotion Facility		Prepare the Design for the Public Market	9/30/2015	\$476,731	Pending			CRA
Coastal Partnership Initiatives		Working Waterfronts category Planning Grant-Vision Plan	10/30/2015	\$15,000	Pending			CRA
State Farm		Clean and Safe Program-Tool Kit	10/30/2015	\$25,000	Pending			CDC
<b>Grant Program Research</b>								
<b>Grant Program</b>		<b>Project Description</b>	<b>Match Requirement t %</b>	<b>Proceed with Application (Yes/No)</b>	<b>If no, why?</b>			<b>Applicant (CRA or CDC)</b>
Americorp/Volunteer Florida, Inc.		Support the Clean and Safe Program	50	TBD	Need a minimum of 20 placements. Decision was made to wait for 2016			
FIND Program		Study the feasibility for parking facility	50	Open	Research still in progress			City of Riviera Beach

