Government of the District of Columbia
Vincent C. Gray, Mayor

Mayor's Office on African Affairs
Ngozi Nmezi, Director

FY2014 AFRICAN COMMUNITY GRANT
FREQUENTLY ASKED QUESTIONS (FAQ'S)

- **What is the African Community Grant?**
  In April 2013, the Council of the District of Columbia included a Budget Support Act title giving the Office of African Affairs grant making authority for the first time and allocated a total of $100,000 dollars for community-based grants to be disbursed to organizations serving the rapidly growing African community in the District. The African Community Grant is funding intended to support programs that provide targeted services and resources to the District's residents and/or business owners in areas of need in the community.

- **Where can I find information on the African Community grant?**
  Information about the African Community Grant is available at:
  http://oaa.dc.gov/page/oaa-african-community-grant
  The Request for Applications (RFA) is available at:
  http://oaa.dc.gov/sites/default/files/dc/sites/oaa/publication/attachments/OAARFAFinal.pdf

- **Is my organization eligible to apply?**
  If your organization meets the following criteria, you are eligible to apply:
  1. Organization provides culturally and linguistically targeted services to African residents and businesses in the District;
  2. Your organization is a community-based or faith-based organization with 501 (c)(3) status;
  3. Your organization or program is located in the District of Columbia.

- **My organization is not based in DC but meets other eligibility criteria, can I still apply?**

Applicants must keep in mind that first preference will be given to those organizations who meet ALL of the eligibility conditions, namely:

1. Being a community- or faith-based organization with a 501 (c) status
2. Organization or program serves the District's African residents or business owners
3. Organization or program is located in the District of Columbia

- **What are the funding areas for the African Community Grant?**

  In FY14, the African Community Grant focuses on four priority areas:
  1. Jobs, workforce or economic development;
  2. Linkage to health and human services;
  3. Youth engagement and education; and
  4. Promotion of arts, culture, and the humanities.

- **Who is the target population for the African Community Grant?**
  This grant is intended to serve the District's African-born community and their children and/or the African business community in the District.

- **What is the minimum and maximum amount of the award?**
  Organizations can receive a minimum of $5,000 and a maximum of $25,000 through the African Community Grant award.

- **Who reviews my application?**
  OAA will convene a diverse review panel to evaluate eligible applications and submit recommendations. Reviewers are selected for their knowledge of the District's African community and are neutral, qualified individuals.

- **What criteria do the reviewers use to evaluate my application?**
  Scoring criteria are detailed in Section G of the RFA and include:
  1. Soundness of proposal
  2. Clearly defined program goals, objectives, and services
  3. Clear process to evaluate program
  4. Organizational capability and relevant experience
  5. Sound fiscal management and budget

- **Where do I get an application?**

You can download an application from OAA's website (www.oaa.dc.gov) or pick up a paper copy at the OAA office located at 2000 14th Street, NW, Suite 400 North. Please note that applications will have to be submitted online.

- **How shall I submit my application?**

  All applications, narrative including all attachments, are to be submitted in PDF format and via email to: oaa@dc.gov with subject title "FY14 African Community Grant Application." The application should be sent as an entire package in one (1) email with only PDF attachments. Attachments sent in other forms or through other emails will not be accepted. All attachments should be readable and in the correct order as unreadable or disorganized scans will affect your application.

- **Can we meet before I submit an application to tell you about our organization?**
  We encourage queries to be sent via email and in writing first.

- **How long is the application?**
  The application is limited to 20 double-spaced, single-sided pages <u>without including the attachments</u>. Please consult the RFA on formatting specifications and settings.

- **What is the deadline for the application?**

  The application is due at the OAA email Inbox <u>no later than 5pm on April 17, 2014</u>. Incomplete, unreadable, or out of order submissions will not be considered or forwarded to the Review Panel for consideration.

- **Where can I direct my questions about the RFA?**
  There are several ways to have your questions addressed:
  - You can email your questions to Heran Sereke-Brhan, Deputy Director of OAA at: heran.sereke-brhan@dc.gov or contact her at 202-727-5634
  - You can attend an informational Grant Orientation session on Wednesday, April 9, 2014 from 10:00am-12:00pm at the Edna Cromwell-Frazier Community Room on the 2nd Floor of the Reeves Municipal Center [2000 14th Street N.W., Washington DC 20009].
  - OAA will post answers to all questions received before or during the Grant Orientation session on its website: www.oaa.dc.gov.

- **How do I arrange to attend the Grant Orientation and what should I expect?**

We encourage participants to RSVP on Eventbrite for the Grant Orientation session that will take place on Wednesday, April 9, 2014 from 10:00am-12:00pm at the Edna Cromwell-Frazier Community Room on the 2nd Floor of the Reeves Municipal Center [2000 14th Street N.W., Washington DC 20009]. Our office is accessible by Metro (Yellow and Green Lines: U Street Cardozo metro stop) and we welcome walk-ins. OAA staff will be on hand to review the RFA and answer questions.

- **When will I know if my organization has received the African Community Grant?**
  OAA will inform all awardees in May 2014.

- **When will the grant period begin and end?**
  The grant will be awarded for a 4-month period beginning in May 2014 and ending on September 30, 2014. The program must be run and evaluated during this period.

- **Does OAA provide feedback on proposals that are not selected for funding?**
  Due to the large number of requests that we receive, we are unable to respond to requests for feedback. Our decision is focused on the substance of your proposed work, and how well it fits with our grantmaking program, goals and funding priority at the time.