

**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
OFFICE OF THE ATTORNEY GENERAL (OAG)**

Violence Reduction Unit



**FY2021 CURE THE STREETS - VIOLENCE REDUCTION  
COMMUNITY BASED HOST SITE SELECTION GRANT**

**REQUEST FOR APPLICATION (RFA)**

<b>Release Date of NOFA:</b>	Friday, June 5, 2020
<b>Release Date of RFA:</b>	Thursday, June 25, 2020
<b>Submission Deadline:</b>	<b>Wednesday, August 5, 2020 at 6:00 pm EST</b>
<b>Submission Details:</b>	Applications must be submitted only via the OAG's grant online system at <a href="https://www.zoomgrants.com/zgf/curethestreetsoag">https://www.zoomgrants.com/zgf/curethestreetsoag</a>
<b>RFA Questions:</b>	Send all questions to <a href="mailto:curethestreets.dc@dc.gov">curethestreets.dc@dc.gov</a>
<b>RFA Postings:</b>	The Office of the Attorney General website at <a href="http://www.oag.dc.gov">www.oag.dc.gov</a> Office of Partnerships and Grants Funding Alerts at <a href="http://www.opgs.dc.gov">www.opgs.dc.gov</a>

GRANT FUNDING OPPORTUNITY  
COMMUNITY BASED HOST SITE SELECTION  
CURE THE STREETS (CTS)

**TABLE OF CONTENTS**

Section	Title	Page
	Table of Contents	1
<b>I.</b>	Introduction	2
<b>II.</b>	Background of Cure Violence Model	2
<b>III.</b>	Available Funds, Eligibility & Grant Period	5
<b>IV.</b>	Reporting Project Performance	6
<b>V.</b>	Evaluation Criteria	6
<b>VI.</b>	Required Grant Proposal Content	7
<b>VII.</b>	Timetable	12
<b>VIII.</b>	Administration of Grants	12
<b>IX.</b>	Disclosure of Legal Proceedings	14
<b>X.</b>	Additional Requirements	14
<b>XI.</b>	Contingency Clauses	15
<b>XII.</b>	Privacy/Confidentiality	15
<b>XIII.</b>	Approval and Notification of Grant Award (NOGA)	15
<b>XIV.</b>	Grant Application Checklist	16

## **I. Introduction**

Cure the Streets (CTS), a 2018 District of Columbia street outreach initiative, was established at two project sites across the District. These programs followed the Cure Violence (formerly known as Chicago CeaseFire) model of violence prevention dedicated to reducing violence in targeted neighborhoods. The Cure Violence model is considered an evidence-based model that successfully reduces neighborhood violence when properly implemented. In recent years jurisdictions around the country (e.g. Boston, Los Angeles, Philadelphia, Providence,) have adopted variations of the Cure Violence model. These model adaptations maintain core components of Cure Violence and use street outreach workers, or “violence interrupters,” to reduce violence.

The Office of the Attorney General (OAG) is making approximately \$4.8 million available to support local street outreach and violence intervention projects to reduce violence associated with firearms in localities with high volumes and rates of homicides and shootings. Projects supported with funds awarded from this solicitation must be designed and implemented with fidelity to the Cure Violence model. Projects must utilize violence interrupters and street outreach workers to implement program activities prescribed by the Cure Violence program model to reduce violence in assigned targeted areas.

All projects should be focused on implementation of a coordinated, community-based strategy for reducing violence in a specified neighborhood or neighborhoods, precincts, or other geographically defined areas. The proposals must target communities with statistically high rates of gun violence and collaborate with community-based organizations, residents, and other individuals who are well positioned to work with high-risk youth and young adults in those areas.

## **II. Background of the Cure Violence Model**

The Cure Violence model was developed in 1995 by the Chicago Project for Violence Prevention, under the auspices of the University of Illinois at Chicago’s School of Public Health. Cure Violence takes a public health approach to stopping shootings and killings, focusing on interrupting violence and the transmission of norms that promote it.

Utilizing a multi-pronged approach to prevent shootings involving youth and young adults from ages 14-25, the model relies on the use of culturally appropriate staff who respond to shootings to prevent retaliation and detect and resolve conflicts that are likely to lead to shootings. They develop relationships with high risk individuals who are likely to engage in gun violence, counsel them to consider prosocial lifestyle changes and link them with resources such as education and job training. Program staff collaborates with neighborhood organizations and other community groups to organize neighborhood events and public education activities that promote a no-shooting message. The strategy aims to change behaviors, attitudes, and social norms directly related to gun violence. (See Cure Violence website <http://cureviolence.org/violence-interruption/>).

The funded project implementing the Cure Violence model and maintain and follow core components as outlined below. Comprehensive staff training will be arranged by OAG throughout the grant period.

## **1. Culturally appropriate staffing:**

Frontline program staff (Outreach Workers and Violence Interrupters must be trusted community insiders. It is preferred that Violence Interrupters have backgrounds similar to the high-risk population being served. It is important that frontline staff live in the targeted community and/or have roots, history, and relationships in the targeted community. Frontline staff members should be known among high-risk people in the target neighborhood. Staff may be former gang have prior convictions related to firearms. Persons who have been previously incarcerated or are also eligible for employment as Outreach Workers and Violence interrupters. Successful candidates for employment as Outreach Workers and Violence Interrupters must have clearly demonstrated commitment to positive, crime-free, non-violent lifestyles.

## **2. Staffing team:**

- A. The Violence Interrupters develop networks and trust relationships with both the high-risk population of the target neighborhood and other residents, from whom they learn of conflicts that they and other members of the outreach team can intervene in and help to resolve before they escalate to gun violence.
- B. Outreach workers maintain caseloads up to twelve (12) individuals who have been assessed as high-risk for involvement in gun violence, either as perpetrators or as victims. Outreach Workers work closely with those they assist, often in non-traditional settings— during non-traditional hours when local data indicate violence is most likely to occur, particularly evenings, late-night hours, and weekends. In addition to their case management duties, Outreach Workers use their community contacts to learn of conflicts in which they and other program team members can intervene and help to resolve.
- C. Program Managers supervise staff, oversee coordination of program operations and ensure operational fidelity to the Cure Violence program model. Program Managers are responsible for setting violence reduction goals, planning operations and activities to meet goals as well as for developing violence reduction and community strengthening coalitions with other community organizations and individuals. Program managers are also responsible for scheduling, accurate, timely data recording and for timely submission of program report.

## **3. Panels to hire the Cure the Streets workers:**

The use of hiring panels ensures community input to help hire the right people and to get community buy-in and investment in the program. These panels should be made up of key community stakeholders (including, but not limited to, community-based organizations, community advocates, law enforcement and local government officials) to provide community participation and consistency in the hiring process. Participation of at least one

OAG Violence Reduction manager, and a representative of Cure Violence Global provide program expertise and perspective in the evaluation of job candidates.

#### **4. Training and Technical Assistance:**

Training and ongoing technical assistance will be provided by Cure Violence Global and OAG and will include:

- A. OAG Orientation;
- B. Program Implementation and Management (PIM) (3 days);
- C. Violence Interruption and Reduction training (VIRT) (6 days);
- D. Data collection and documentation training (3 days);
- E. Basic Counseling Skills and Motivational Interviewing
- F. Conflict and Conflict Mediation Training; and
- G. Grant reporting training.

#### **5. Active engagement of critical partners:**

The funded project will be most successful when it includes active support and collaboration with the community, i.e., various community-based organizations, and community leaders. Proposed projects should include a structure for eliciting the active engagement of each of these partners, including regular meetings with law enforcement and community-based partners who are critical to the project's success.

#### **6. Public education and community mobilization:**

Community mobilization focuses on energizing and strengthening collaboration among residents, local businesses, service organizations and members of the faith community to build a safer and more viable community. Project staff must organize community responses to every shooting that occurs within its assigned target area, coordinate public education campaigns, and organize at least one community event each month that promotes anti-violence messaging and alternatives to violence.

Project staff design or select gun violence awareness and violence prevention messaging materials and distribute and post them throughout the community and on social media.

## 7. Standardized data procedures:

Project sites must collect, maintain and report data in a prescribed format.

### III. Available Funds, Eligibility & Grant Period

Approximately four million eight hundred (\$4,800,000) dollars is available to support up to six (6) community violence reduction projects. There is no match required for this grant program. Nonprofit, community-based organizations, including those with IRS 501(c)(3) or 501(c)(4) determinations, are eligible entities.

#### Cure the Streets – (6) Target Areas

Eckington/Truxton (Ward 5)	Trinidad (Ward 5)
Benning Heights (Ward 7)	Marshall Heights (Ward 7)
Congress Heights (Ward 8)	Washington Highlands (Ward 8)

Funding will be available based on site size and number of sites for each community-based organization. Each site will be required to have insurance, human resources, accounting infrastructure, and experience managing grants. Funding per site is \$795,000.00

The community-based organization must commit to paying staff consistent with the following pay scale:

Violence Interrupters	\$40,000.00/year plus benefits paid on an hourly basis
Outreach Workers	\$45,000.00/year plus benefits paid on an hourly basis
Site Supervisor	\$50,000.00/year plus benefits paid on an hourly basis
Program Manager	\$60,000.00/year plus benefits

*\*New recipients if selected for an existing site will be required to adopt the current staff of that site under a 90-day employee grace period. Performance evaluations will need to be completed for any staff changes thereafter.*

OAG reserves the right, without prior notice, to reduce or cancel one or more site awards listed in this RFA, reject all applications, adjust total funds available, or cancel the RFA in part or whole. Funding levels in the respective program sites and budget amounts in the grant, grant agreement, or Memorandum of Understanding, if awarded, are contingent on continued District funding, grantee performance, and potential reduction, elimination, or reallocation of funds in accordance with applicable sections in the grant award or agreement.

Funds will cover a 12-month project period, with the expectation that the first three months will be a planning and startup period. Returning recipients will be expected to start immediately upon execution of the grant agreement. Planning activities will include working with OAG and with any identified OAG approved subcontractor, to plan the projects and set up data collection systems. Staff hiring and training should be completed during the planning period. It is anticipated that sites will be fully established by the start of Month 4 and fully operational for a minimum of 9 months after the planning and startup period.

#### **IV. Reporting Project Performance**

Successful applicants implementing the Cure Violence model will be required to input monthly data in the database maintained by Cure Violence Global and provide monthly narrative reports on a template to be provided by OAG. All funded programs must submit monthly data, expense, and narrative reports to OAG.

The Office of the Attorney General, Violence Reduction Co-Chiefs will coordinate at least three cross-site meetings to bring project staff from all sites together in a sharing and learning collaborative. These meetings will foster city relationships and technical assistance.

#### **V. Evaluation Criteria**

Listed below are the multi-tiered criteria that will be used to rate applications and determine awards. The Attorney General and the Violence Reduction Co-Chiefs will make all final decisions concerning the funding of projects and individual award amounts.

##### **1. TIER 1 Evaluation:**

Tier 1 will be rated with pass/fail responses. Any application that does not meet each of the following criteria will be immediately disqualified without further review:

- A. The complete application, with all required documentation and attachments, must be submitted on time. The deadline for applications is **6:00 PM EST, Wednesday, August 5, 2020.**
- B. The applicant is an eligible organization under the criteria listed in this RFA for the Cure the Violence model
- C. The application is complete, with responses to all items in Section VI and a completed budget in ZoomGrants.

##### **2. TIER 2 Evaluation:**

Following the Tier 1 evaluation, each qualified application will be read and reviewed independently by a minimum of three reviewers as part of the Tier 2 evaluation. Reviewers may consist of OAG staff and neutral peer reviewers in the field. The reviewers will evaluate the submissions and score each application according to the scoring criteria stated in the application questions (Section VI). OAG may request interviews, additional information, and clarification from applicants as necessary to fully evaluate the proposals.

The maximum score that can be achieved for meeting application requirements is 100 points. Scores will be averaged across reviewers to establish a list of eligible applicants from highest to lowest average score. The scores will provide a framework for the final review that will follow in Tier 3 and will in no way bind the final determination that will be made as part of the Tier 3 evaluation.

### 3. Tier 3 Evaluation:

The Attorney General will select applicants for funding and determine the amount of funding for each project based on the scoring, and the overall review process. Final funding decisions will be made by OAG in accordance with the best interests of the State. Nothing herein requires OAG to approve funding for any applicant.

## VI. Required Grant Proposal Content

Successful applications must include responses to the questions and requirements outlined in each of the following sections:

- 1) Executive Summary (15 points)
- 2) Community Profile (10 points)
- 3) Neighborhood Violence Prevention Model (10 points)
- 4) Agency Experience and Qualifications (45 points)
- 5) Timeline and Deliverables (10 points)
- 6) Budget Worksheet (10 points)
- 7) Cure the Streets Workplan (0 points)

Each of the following sections appears and must be completed in OAG's Grants Management System ZoomGrants. In addition, **each applicant must submit a separate Adobe PDF document containing the responses to the questions in this section as an attachment to their ZoomGrants application.**

### 1. Executive Summary (15 points)

This section provides a brief overview of the applicant or implementing organization and the proposed project.

Applicants must provide a brief executive summary (not to exceed 300 words) that summarizes characteristics that identify the target area selected for the Cure Violence model and describes the applicant or implementing organization, highlighting experience which uniquely qualifies it to accomplish the goals of this RFA.

**2. Community Profile (10 points)**

This section provides a description of the locality that explains why this project is needed, summarizes the community.

A. Statement of Need

1. Identify specific neighborhood(s) or precinct(s) within the eligible area that is the proposed target area for the proposed project. Explain why that target area was chosen.
2. Select one or more target areas from the list provided in this RFA. Specify it by its neighborhood name, geographic boundaries within that neighborhood, precincts, police beats or by some other method. While the detailed analysis of the target area will occur with assistance from the OAG Data Analyst and Co-Chief, the applicant should identify the general neighborhood or area that will be targeted. Describe the characteristics that make the target area appropriate for intervention. This section should provide information on the level of violent activity and other indications of need in the target area.

B. Resources

List and describe the activities of any known existing anti-violence resources within the eligible jurisdiction and specifically within the target area. Include coalitions, initiatives, strategies, agencies and programs that are focused on preventing or reducing homicides, non-fatal shootings, and other violent crimes. Describe how the proposed project will fit into the current landscape. If the proposed project is to be coordinated with existing community projects, please describe how you will accomplish this.

**3. Neighborhood Violence Prevention Model (10 points)**

Applicant will be required to follow the Cure Violence model with fidelity. Applicant should provide a statement on the organization letterhead to that effect.

**4. Agency Qualifications and Experience (45 points)**

This section establishes the applicant's capacity for implementing the project with fidelity to the Cure Violence community violence reduction model. It should reflect the qualifications and experience of the organization that will be primarily responsible for implementing the proposed model's core components. Please address the following items in this section:

- A. Briefly explain the function of the applicant (in addition, if the implementing entity is different from applicant, provide the information requested for both the applicant

and the implementing entity, and include the entity's name).

- B. Provide an explanation of what makes the applicant qualified to successfully administer the proposed project by outlining its capacity and relevant experience in the areas listed below. If the applicant does not have applicable experience in an area, describe a plan for identifying and engaging partners or consultants that do have the necessary expertise or ability.
1. Describe the applicant's ties to the community to be served. This section should demonstrate the applicant's credibility with the community in the target area specified.
  2. Describe the applicant's work to date with community residents, other community-based organizations, and faith-based organizations, emphasizing activities related to relevant topic areas (crime and violence prevention and public health) and activities (outreach, public education, engagement and community organizing). Describe how these relationships and activities will be maintained and expanded in relation to the proposed initiative.
  3. What experience prepares the applicant for hiring, training, managing and retaining staff consisting of former gang members, individuals who have prior convictions related to firearms, others who have been previously incarcerated or served a sentence of probation, or individuals from other high-risk groups?
  4. What is the title of the member of your organization's management team who will be assigned to oversee the program if your application is successful?
  5. Attach copies of the applicant's employee and client drug screening policy or the applicant's timeframe to develop and implement such policy.
  6. Summarize the applicant's experience with managing direct services. Provide examples of work with older adolescents and young adults who are at high risk of involvement in shootings and killings.
  7. Characterize the applicant's working relationships, if any, with local officials (including county executive, mayor's office, city council, state assembly members and senators, and congressional representatives).

8. Identify the applicant's key partners that are critical to the project's success and describe the method that will be used to have regular meetings with such key partners.
  9. Provide information about local providers of employment and educational assistance, substance abuse treatment services and other services from which prospective clients might benefit. Describe in narrative form how the applicant has worked with each of the identified organizations in the past.
  10. The model requires the project to have a physical office that is located within, or in close proximity to, the identified target areas.
  11. What are your organization's plans to provide appropriate workspace for employees and meeting space for clients if such office is not already established?
  12. Does the applicant use a Records Management System ("RMS") or database? If yes, note the type of RMS or database being used. If no, describe how accomplishments are currently, or will be, documented and measured for this program. Outline prior experience with data collection, management and reporting.
  13. Use RFA Attachment (Major Grants) to list the five largest major grants (more than \$50,000) the applicant/implementing agency has administered over the past three years, along with funding sources and contact information. If fiscal or program management issues resulted in contract suspension or termination, the applicant must disclose it and provide an explanation in the narrative.
- C. List titles, desired qualifications, and anticipated roles of additional staff not mentioned above in Section III that will be needed to implement and administer this project. Job descriptions of staff to be hired will fulfill this section. Provide resumes for any staff that have been identified for specific roles on the project.
- D. Identify any collaboration between the applicant and any partners or consultants that are expected to have roles in implementing the project. Include signed Memoranda of Understanding (MOUs), other written agreements or letters of support stating the roles and responsibilities of the participant entities who have agreed to a role in this proposal.
- E. Describe any foreseeable obstacles to achieving the goals of this RFA and how the applicant's experience prepares it to overcome these obstacles.
- F. Applicants must provide letters from local leadership and community organizations that validate local support. This must include a letter of support from the individuals associated in the target area as well as community partners. Desirable supporters

include advisory neighborhood commissioners, public officials, violence prevention groups and relevant service providers. List the contributing supporters in the narrative and attach letters to the project in ZoomGrants.

5. **Timeline and Deliverables** (10 points)

Describe the activities the applicant will undertake to implement the project and achieve its goals. This section demonstrates the applicant's thorough understanding of the model and the scope of work involved and establishes a detailed and realistic schedule for tasks required for planning, implementation, and operation.

Describe the project timeline, keeping in mind the up to three-month planning/startup period, 9-month operational period, and maximum 12-month grant time frame. The timeline should include and project a schedule for the following:

- A. Goals and accomplishments of the planning period;
- B. Neighborhood-based events for the purpose of public education and community mobilization; and
- C. Achievement of other significant project milestones.

6. **Budget Worksheet** (10 points)

**Please complete Attachment, Budget Calculation Worksheet.** This worksheet is provided to assist applicants in estimating overall project budgets, based on estimated salary and personnel costs. **It is recommended, although not mandated, that 80% of the project budget be dedicated to the support of direct service staff,** and the reasonableness of costs will be considered in budget scoring. The worksheet will provide reviewers with an easily interpretable presentation of overall project costs.

**Allowable costs include:** personnel costs which must be indicated in terms of percent of annual salary full-time equivalents ("FTE") or rate of pay and number of hours for part-time personnel; fringe benefit costs which should either be itemized or budgeted as a percent of salary; and consultant services.

An indirect cost rate of 10% of the total amount requested for personnel costs only (salary, plus fringe)

7. **Cure the Streets Workplan** (0 points)

In the ZoomGrants Workplan Section upload a PDF document with the following statement "To Be Determined" for your project goal, objective, task and performance measures. **This is necessary in order for ZoomGrants to accept your application.** Upon successful application and notification of award, OAG Violence Reduction Co-Chiefs will assist awarded applicants with developing an

appropriate workplan, including project goal, objectives, tasks and performance measures

Accordingly, there are no points attributable to this component of the application.

## **VII. Timetable**

**Applications must be received by 6:00 PM EST on Wednesday, June 24, 2020.** Complete applications, including all required documentation and attachments, received by that date will be subject to section V. Evaluation Criteria.

## **VIII. Administration of Grants**

OAG will negotiate and develop a grant agreement with the successful applicants (grantees). The grant agreement is subject to approval by Violence Reduction Co-Chiefs and the Attorney General before grant funding may be disbursed to reimburse project expenses. In the event that the grantee cannot begin grant activities within 90 days of grant execution, OAG reserves the right to rescind the selection and redistribute the grant funds.

### **1. Grant Approval**

All grants are subject to the approval of the Attorney General and the Violence Reduction Co-Chiefs, and until said approval has been received and indicated thereon, the Grant shall be of no force and effect.

### **2. Grant Period**

Date of execution through September 30, 2021.

### **3. Grant Changes**

Grant agreements resulting from this RFA may be executed, increased, terminated, renewed, decreased, extended, amended, or renegotiated at the discretion of the Violence Reduction Co-Chiefs of OAG in light of a grantee's performance, changes in project conditions, or otherwise.

### **4. Records**

Grantees will keep books, ledgers, receipts, personnel time and effort records, consultant agreements and inventory records pertinent to the project and consistent with OAG grant terms and agreements. Grantee staff whose salaries are paid in whole or in part from grant funds shall maintain a time recording system that shows the time and effort devoted to the grant project.

### **5. Liability**

Nothing in the grant between OAG and the grantee shall impose liability on the

District of Columbia government, OAG for injury incurred during the performance of approved activities or caused by the use of equipment purchased with grant funds.

**6. Payments**

Payments to reimburse project expenses will be made pursuant to a schedule specified in the grant agreement between OAG and the grant award recipient. Project expenses will be reimbursed for expenditures incurred during the grant period and made in compliance with the grant budget and the project workplan.

**7. Reports**

Grantees will be required to work with the Violence Reduction Co-Chiefs or their designee to develop a project workplan that will become part of the grant agreement and form the basis of quarterly progress reports. The workplan will formalize and detail the applicant's commitment to accomplishing the activities outlined in this application's Scope of Work. It will state the program's goals and will include, as tasks or performance measures, output indicators that outline program components, services and activities and estimate achievement of goals and objectives. In addition, OAG mandates a set of output (process) and outcome (impact) measures that are to be included in all agreements.

In addition, grantees implementing the Cure Violence model will be required to input project data through the online Cure Violence data reporting and management system, on a schedule to be provided by the Violence Reduction Unit. Training in the use of that database will be provided by Cure Violence.

The grantee shall submit all reports to OAG in a format and time frame, as specified in the grant agreement. Such reports shall include a description of the program efforts undertaken during the reporting period and the current status of the project. The monthly progress reports of the grantee's activities under the grant must be submitted electronically as directed by the Grants Administrator. Grantees agree to submit any other reports considered relevant by OAG.

**8. Review**

The grantee's performance in all areas mentioned above, in addition to the services contracted for, will be monitored periodically by the Violence Reduction Co-chiefs and Grant Administrator. Monitoring will take the form of site visits, program file review, written and telephone communication, and any other methods deemed necessary by OAG to ascertain the quality and quantity of grantee activities.

**9. Non-discrimination in Hiring and Delivery of Services; Reporting**

In accordance with applicable federal statutes, as well as District non-discrimination requirements, grantees agree not to discriminate in their hiring practices or provisions of

services against any and all protected classes and populations. In addition, grantees agree to notify OAG within 48 hours of any and all employee or beneficiary formal complaint of discrimination against their organization, and to more generally comply with all civil rights hiring and beneficiary service policies and procedures as identified in applicable statutes. Applicable statutes include the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. §§ 10228 (c) and 10221 (a)); the Victims of Crime Act (34 U.S.C. § 20110(e)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12131-34); the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); the Violence Against Women Act of 1994, 34 U.S.C. § 12291(b)(13); and the Department of Justice’s regulations implementing these civil rights statutes at 28 C.F.R. Parts 35, 42, and 54.

OAG reserves the right to reject applications, deny awards, or defer applications for future consideration based on insufficient information in the application, lack of accompanying documentation, the inappropriateness of the project proposed, an organizational history of unsuccessful projects of a similar nature, or a history of contract non-compliance.

#### **IX. Disclosure of Legal Proceedings**

All applicants are required to disclose in a signed written statement, the truth of which is sworn or attested to by the applicants’ authorized official, whether the applicant, or, where applicable, its officers, partners, principals, members, associates or key employees, within the last 3 years prior to the date of the application have not:

1. been indicted or had charges brought against them (if still pending), or been convicted of (1) any crime or offense arising directly or indirectly from the conduct of the applicant’s organization or (2) any crime or offense involving financial misconduct or fraud;
2. been the subject of legal proceedings arising directly from the provision of services by the organization; and
3. been debarred from conducting business with the District of Columbia or federal government.

If the response is in the affirmative, the applicant shall fully describe any such indictments, charges, convictions, debarment, or legal proceedings (and the status and disposition thereof) and surrounding circumstances in writing and provide documentation of the circumstances.

#### **X. Additional Requirements**

OAG reserves the right to require additional certifications and/or information. OAG will provide notice of any additional requirements at the time of the award.

## **XI. Contingency Clauses**

OAG reserves the right to make changes to this RFA, based on any clarifications in the regulations, legislative changes, or funding level fluctuations from the District government. Funding for grantees is contingent upon continued funding from the District.

1. This RFA does not commit OAG to award grants. OAG reserves the right to accept or reject any or all applications. The agency will notify all applicants of the rejected proposals. OAG may suspend or terminate an outstanding RFA at any time.
2. OAG reserves the right to issue addenda and/or amendments subsequent to the RFA process or to rescind the RFA.
3. OAG shall not be liable for any costs incurred in the preparation of applications in response to RFA. Applicants agree that all costs incurred in developing the application are the applicant's sole responsibility.
4. OAG may conduct pre-award on-site visits to verify information submitted in the application and to determine if proposed facilities are appropriate for the proposed program.
5. OAG may require applicants to enter negotiations and submit a price, technical, or other revisions of their proposal that may result from the negotiations.
6. If there are any conflicts between the terms and conditions of the RFA and any Federal or District law or regulation, or any ambiguity related thereby, the provisions of the applicable law or regulation shall control, and the applicant will be responsible for compliance.

## **XII. Privacy/Confidentiality**

Except as otherwise provided by federal law, no recipient of OAG funds shall use or reveal any research or statistical information furnished to OAG or the recipient by any person, or any information identifiable to any specific private person, for any purpose other than the purpose for which such information was obtained in accordance with OAG rules and policies.

Client records will be kept confidential and secure in accordance with District and federal regulations. In accordance with standard practice, only aggregate data and individual data that are non-identifiable will be released.

## **XIII. Approval & Notification of Award**

Applicants approved for funding will be advised by OAG through a letter of notification. Once a project is approved, grants will then be negotiated.

An applicant whose proposal is not selected for funding will be notified by letter.

**All notification letters will be sent on or about September 2020.**

## Cure the Streets Grant Application Checklist

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Each item listed on this Grant Application Checklist should be uploaded in this order with your online submission. Note that incomplete proposals will not be accepted. Please do not type answers on this checklist; indicate the items enclosed by marking the corresponding box. Reference the RFA for additional clarification on the grant proposal requirements.

### General Requirement

- Grant Application Checklist\*
- Grant Proposal (include of RFA section VI. Required Application Content)
  - 1) Executive Summary (15pts)
  - 2) Community Profile (10pts)
  - 3) Neighborhood Violence Prevention Model (10pts)
  - 4) Agency Qualification and Experience (45pts)
  - 5) Timeline and Deliverables (10pts)
  - 6) Budget Worksheet\* (10pts)
  - 7) Workplan (0pts)
- Letters of Support

### Administrative Compliance Documents

- Form W-9 – Internal Revenue Service (IRS)
- IRS Determination Letter and/or Business License
- Certification of Clean Hands (CCH) - issued between 06/05/2020 – 08/05/2020  
(organizations can obtain a copy by visiting <https://ocfocleanhands.dc.gov/cch/>)
- Tax Affidavit\*
- Statement of Certification\*
- Ethics and Accountability Statement\*
- Financial Statement Requirement form\*
- EEO Policy Commitment Package\*
- Disclosure of Legal Proceedings

*\*required templates for use provided under the library tab within ZoomGrants*