

# FY24 Cure the Streets Grant Program



*Pre-Solicitation Conference*



# Summary & Purpose of Grant

The Office of the Attorney General (OAG) is seeking proposals from non-profit Community-Based Organizations (CBOs) interested in operating the Cure the Streets (CTS) program within the assigned neighborhood target areas in the District. Selected applicants will implement the Cure Violence Global model, which employs local, credible individuals who have deep ties to the target neighborhoods and networks of trust-based relationships with residents within these neighborhoods.

OAG will make up to \$814,000 available (per program site) in grant funding for Fiscal Year 2024 to be awarded through the Cure the Streets grant program. Applicants may submit an application for each program site they are interested in, up to a total of 10.

# Background

- ❑ In the summer of 2018, in response to an uptick in homicides in the District, former Attorney General Karl Racine launched the Cure the Streets (CTS) project in in the District. Cure the Streets is based on the Cure Violence Global (CVG) public health approach to violence reduction currently used in over 100 sites across the world.
  
- ❑ The Cure Violence Global model of violence reduction has been proven to reduce shootings and homicides in sites when implemented with fidelity to the model. The Cure the Streets program currently operates in 10 targeted neighborhoods to include:
  - ❑ Brightwood Park/Petworth (Wards 1&4)
  - ❑ Ivy City/Sursum Corda (Wards 5&6)
  - ❑ Truxton Circle/Eckington (Ward 5)
  - ❑ Trinidad/Arboretum (Ward 5)
  - ❑ Marshall Heights (Ward 7)
  - ❑ Congress Heights (Ward 8)
  - ❑ Trenton Park/Wahler Place (Ward 8)
  - ❑ Washington Highlands (Ward 8)
  - ❑ Bellevue (Ward 8)
  - ❑ Historic Anacostia/Fairlawn (Ward 8)



# Application Requirements

## **Applicant Profile\***

Identifies the applicant, contact information and individual who will serve as the point of contact, type of organization, Tax I.D. numbers, DUNS number, project service area, and the amount of grant funds requested.

## **Proposal Narrative\***

The proposal should be a clear, concise narrative that describes the applicant's ability to run a grant program according to the specification of this solicitation and the Cure the Streets Program Guidelines.

## **Budget & Narrative\***

Provide a detailed line-item budget and narrative for the program. Narratives shall discuss program-related justification for each category listed in the budget. The narrative should clearly state how the applicant arrived at the budget figures.

## **Administrative & Policy Requirements**

- IRS & 501(c)(3) or 501(c)(4) determination letter
- Current Business License, Registration, or Certificate to transact business in the District of Columbia
- Financial statements of the organization's most recent fiscal year\*
- Disclosure of legal proceedings
- Statement of Certification\*
- Ethics and accountability statement\*
- Insurance policies affidavit
- Standard assurances
- City-Wide Clean Hands Compliance status letter
- Good standing with the DC Dept. of Licensing & Consumer Protection\*
- Good standing with the DC Office of Tax and Revenue\*
- Tax affidavit\*
- Organizational chart for the project
- Disciplinary policy
- List of CBO's Board of Directors for the current year, including the position each member holds and contact information
- List of District funding received in FY23 and anticipated in FY24
- Policy on hiring returning residents
- Minimum of two (2) letters of support from key community partners
- If applicable, please provide your current federal negotiated indirect cost rate agreement



# Application Criteria

*The proposal should be a clear, concise narrative that describes the applicant's ability to run a CTS program according to the specifications of this solicitation. Proposal submissions must adhere to the following:*

- ☐ Application must be in English
- ☐ Applications should be no more than twenty (20) pages in length, not including attachments, budget narrative and forms, and/or the title page and table of contents.
- ☐ Use a standard 12-point font.
- ☐ Use 8.5" by 11"-page sizing
- ☐ Top, bottom, left, and right margins may not be less than one (1) inch each.
- ☐ Text must be double-spaced.
- ☐ Do not submit double-sided copies.
- ☐ Do not use photo reduction or include photos or oversized documents.
- ☐ Applicants ***must*** use the narrative template provided in the Cure the Streets program guidelines.

A complete response to the FY24 RFA must include all required components and must be submitted by or before the deadline. Failure to comply with this stipulation could be a basis for disqualification. Supplemental information about the applicant's products or services may be included as an addendum to the proposal but not in place of the requirements.

# **DEADLINE**

## ***Paper Submissions***

**2:00 PM EST, Friday, June 30, 2023**

**Non-electronic applications should be mailed or delivered to:**

***Office of the Attorney General***

***Attn: Gabrielle Breven***

***400 6<sup>th</sup> St. N.W.***

***Washington, D.C. 20001***

## ***Electronic Submissions***

**11:59 PM EST, Friday, June 30, 2023**

**Electronic applications must be submitted through OAG's online grant system at:**

**<https://www.zoomgrants.com/zgf/FY24OAG/Grants>**

The bottom of the page features a decorative graphic consisting of several horizontal, wavy lines in dark blue and red, creating a layered, water-like effect.



# Capacity Requirements

- ☐ Possess the financial ability to meet payroll for program staff for at least thirty days if payments under the grant are delayed or a financial penalty for inadequate performance is applied
- ☐ Ability to collect and report utilization data
- ☐ Ability to collect and report outcome data
- ☐ Ability to collect and report implementation data
- ☐ Provide data reports monthly, quarterly, annually and as needed

# Evaluation Overview

This is a competitive solicitation. OAG does not guarantee funding or funding amounts. Applications will be reviewed and scored to determine which programs will be funded. Each section has a total scoring value and applicants should provide responses that are detailed, free of grammatical errors, and concise.

- ❑ OAG may use either internal peer reviewers, external third-party reviewers, or a combination of both reviewers to review applications under the FY24 RFA. An external third-party reviewer may be a District community member or an expert in the field of the subject matter of a given solicitation who is not a current District of Columbia government employee. An internal reviewer is an expert in the field of the subject matter of a given solicitation who is a current District of Columbia government employee.
- ❑ Applications will be screened initially to determine whether the applicant meets all eligibility requirements. Only applications submitted by eligible applicants that meet all other requirements (such as timeliness and responsiveness to the scope of the FY24RFA) will be evaluated, scored, and rated by a review panel. Reviewers' ratings and any resulting recommendations are advisory only. In addition to reviewer ratings, considerations may include strategic priorities, past performance, and available funding.
- ❑ The final decision on awards rests solely with the Attorney General.

# Application Scoring

All applications for the FY24 RFA will be objectively reviewed and scored against the following key criteria:

- ☐ Organizational Overview 25pts
- ☐ Staffing & Hiring 20pts
- ☐ Description of Proposed Services 25pts
- ☐ Line-Item Budget & Budget Narrative 15pts
- ☐ Timeline and Deliverables 15pts



# Organizational Overview – 25 points

- ☐ Discuss the mission and vision of the organization and how it aligns with the CTS program.
- ☐ Describe the organization's existing services/programs and their eligibility criteria.
- ☐ Discuss the community partnerships that the organization has developed and describe how these partnerships will be used to support CTS.
- ☐ Describe the organization's experience and past performance in providing community outreach to the targeted population.
- ☐ Include results of satisfaction surveys and outcome measures of any related programs currently offered.
- ☐ Describe the organization's experience in providing violence prevention programming or services.
- ☐ Discuss the organization's reputation and credibility in the community.



## Staffing & Hiring – 20 points

- ☐ Describe your organization's experience in hiring and working with returning residents and paraprofessional staff.
- ☐ Discuss how the organization will provide support to staff and self-care planning for each CTS staff member.
- ☐ Describe the organizations coaching and professional development plan for employees.
- ☐ Provide a CTS program specific organizational chart.

# Description of Proposed Services – 25 points

- ☐ Identify the target area(s) you are selecting for CTS program(s) you are seeking to implement.
- ☐ Discuss your understanding of the needs of the target area. The following link (<https://oag.dc.gov/where-and-how-cure-streets-works>) illustrates the boundaries of all eligible areas that CBOs may apply. For ease of reference, you may also see **Appendix D – Target Sites Map** listed in the *Cure the Streets Grant Program Guidelines* for the eligible areas.
- ☐ Outline your plan for locating and, if necessary, leasing appropriate space for the program office.
- ☐ Discuss and provide a plan for how a pool of qualified job candidates will be assembled.



# Budget & Budget Narrative – 15 points

## Budget & Narrative

### Budget & Budget Narrative Requirements:

- ☐ Describe how the organization's existing resources will be utilized during the funding period to support the work of the CTS program.
- ☐ Describe the organization's fiscal infrastructure and capacity to manage all aspects of the CTS program.
- ☐ Provide a detailed line-item budget and narrative for the program (**Attachment 2**).
- ☐ Discuss program-related justification for each category listed in the budget. The narrative should clearly state how budget figures were determined.

### Examples:

- ☐ **Personnel:** Show proposed salaries and wages for all project staff
- ☐ **Fringe Benefits:** Include proposed benefits comparable to those paid to the other members of the applicant's staff, including the fringe rate. (explain benefits offered to CTS staff)
- ☐ **Supplies:** List proposed supplies and marketing materials
- ☐ **Other Direct:** Show rental or leasing of space for the project. Include utilities and telephone and maintenance services directly related to project activities. Include insurances, subscription, and programmatic expenses
- ☐ **Indirect:** Show calculation and indirect rate.

## Unallowable Expenses

- ☐ Lobbying
- ☐ Unapproved major equipment such as vehicles
- ☐ Interest payments on loans, bad debt
- ☐ Land purchases
- ☐ Any programs, initiatives or activities not directly associated with Cure the Streets
- ☐ To pay legal action against the District
- ☐ Grant writing or application fees
- ☐ Expenses incurred prior to the grant award
- ☐ To supplant (replace) funds from other grant sources
- ☐ Entertainment, alcoholic beverages
- ☐ Contributions/donations to outside organizations
- ☐ Fundraising
- ☐ Election expenses

# Timeline and Deliverables- 15

Describe the activities you will undertake to implement the program and achieve its goals. This section should demonstrate a thorough understanding of the model and the scope of work involved and establish a detailed and realistic schedule for tasks required for planning, implementation, and operation.

Describe the program timeline, keeping in mind the up to three-month planning/ramp up period (new applicants) or one to two-month planning/ramp up period for existing grantees.

The timeline should include and project a schedule for the following:

- ☐ Goals and accomplishments of the planning period
- ☐ Proposed neighborhood-based events for the purpose of public education and community mobilization
- ☐ Achievement of other significant project milestones.
- ☐ Hiring and staffing of the program
- ☐ Securing office space



# Application Ranking

Applications will be scored according to the evaluation criteria. The results of the evaluation for each application submitted will be classified into one of four categories.

Ranking Classification	Range
Highly Qualified	95 - 100
Very Qualified	80-94
Qualified	70-79
Minimally Qualified	69 and below





# Payments to Grantees

*Grant funds will be disbursed on a cost **reimbursement** basis.*

- ☐ Grantee` may request an advance payment, up to 25% of grant award, subject to approval from the Grant Management Unit and in adherence to OAG's policies.
- ☐ Upon award, payments to reimburse project expenses will be made pursuant to a monthly schedule. Project expenses will be reimbursed for expenditures incurred during the grant period and made in compliance with the grant budget and the project scope.
- ☐ Grantee will be required to submit back-up supporting documentation (i.e., bank statements, receipts, etc.) and signed cover page and organization request letter.
- ☐ OAG shall make payment within the District's Quick Payment Act (QPA) period of thirty (30) days of submission of a proper invoice for payment via the e-invoicing portal (the established online program to submit and process invoices electronically).

*At any time before final payment and three (3) years thereafter, the Government of the District of Columbia, or OAG, may evaluate financial records or conduct an audit. Grantees are expected to retain all original source documentation for examination by OAG (bills, invoices, receipts, payroll registers, timesheets, etc.) for a period of three years after the date of the final payment.*

# Reporting

- ❑ The community-based-organization must collect and maintain data using the Cure Violence Global CommCare online database.
- ❑ Successful applicants will be required to ensure that CTS program staff accurately input daily data into the database and provide monthly progress reports that include data and program narratives using a template provided by OAG.
- ❑ OAG may require the grantee to submit other reports and materials during the term of the grant in a form and manner prescribed by OAG.
- ❑ Grantees that do not comply with reporting and submission requirements will be *denied* requests for reimbursements for all grant awards received from OAG.

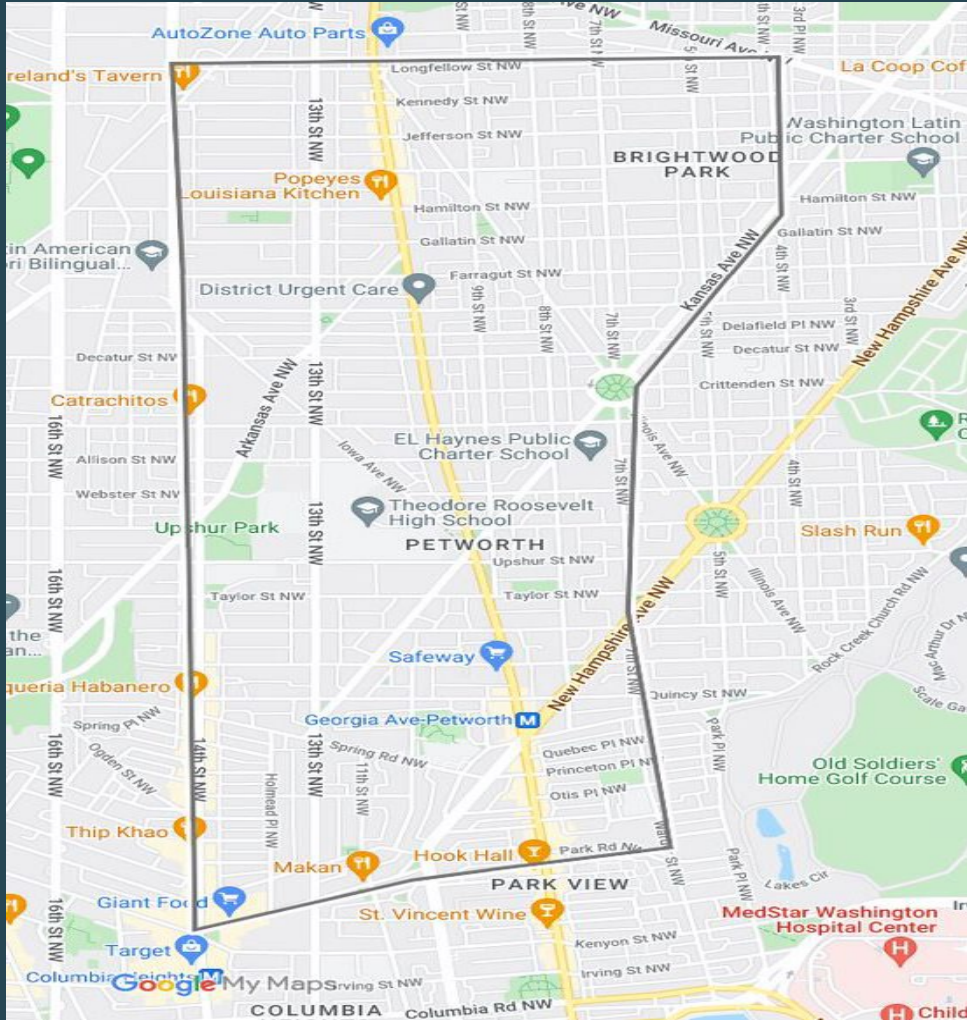


# Monitoring

- ❑ Grantee may receive a scheduled or unscheduled site visit from OAG Grant's staff to review the grant file, administrative procedures, and program operations.
- ❑ Monitoring is designed to determine the grantee's level of compliance with District and federal requirements as applicable, and to identify whether the grantee's operational, financial and management systems and practices are adequate to account for program funds in accordance with District requirements and federal requirements as applicable.
- ❑ Failure to comply with requirements may result in payment suspension, payment reduction, or termination of the grant.



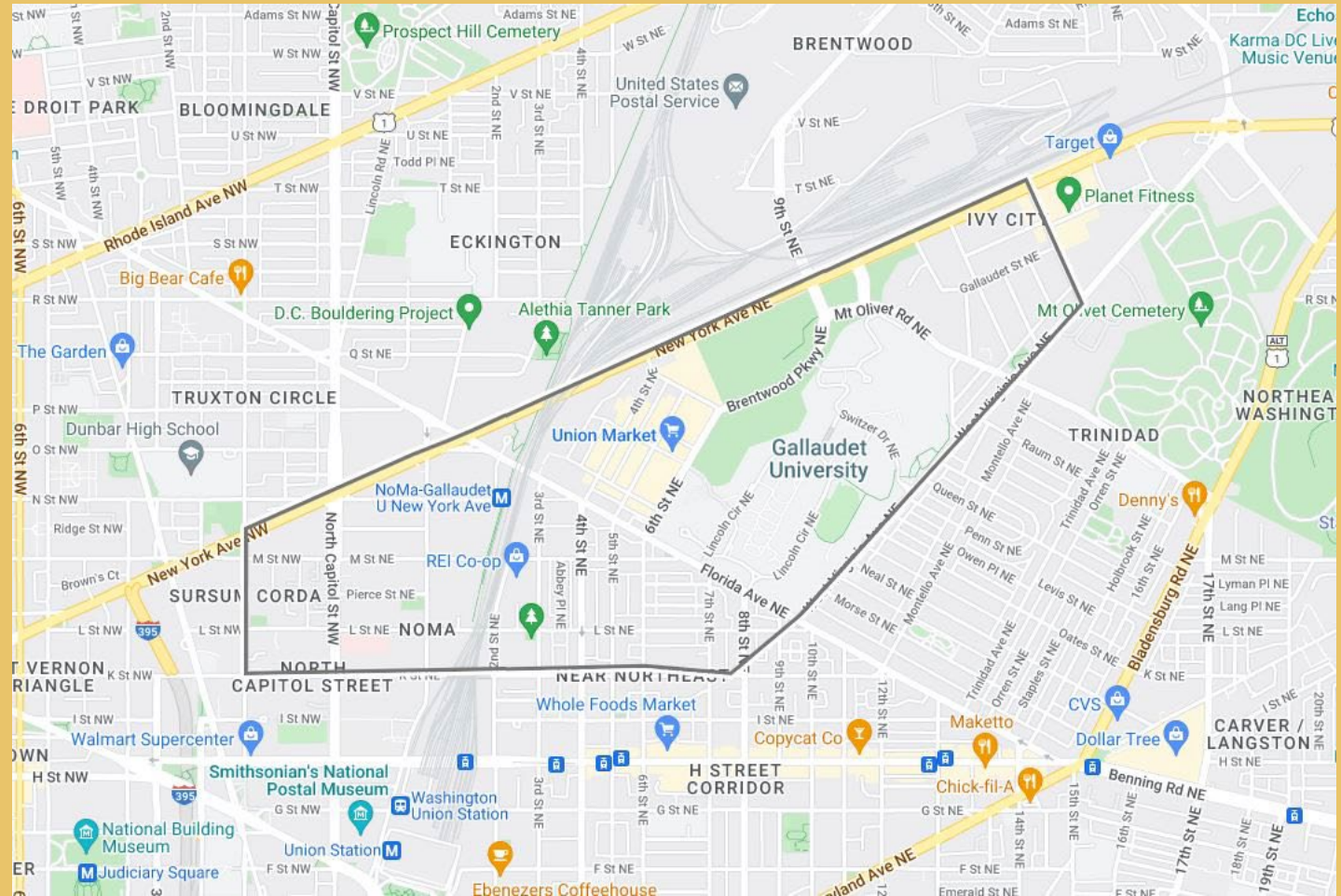
# Brightwood Park/Petworth – Program Area



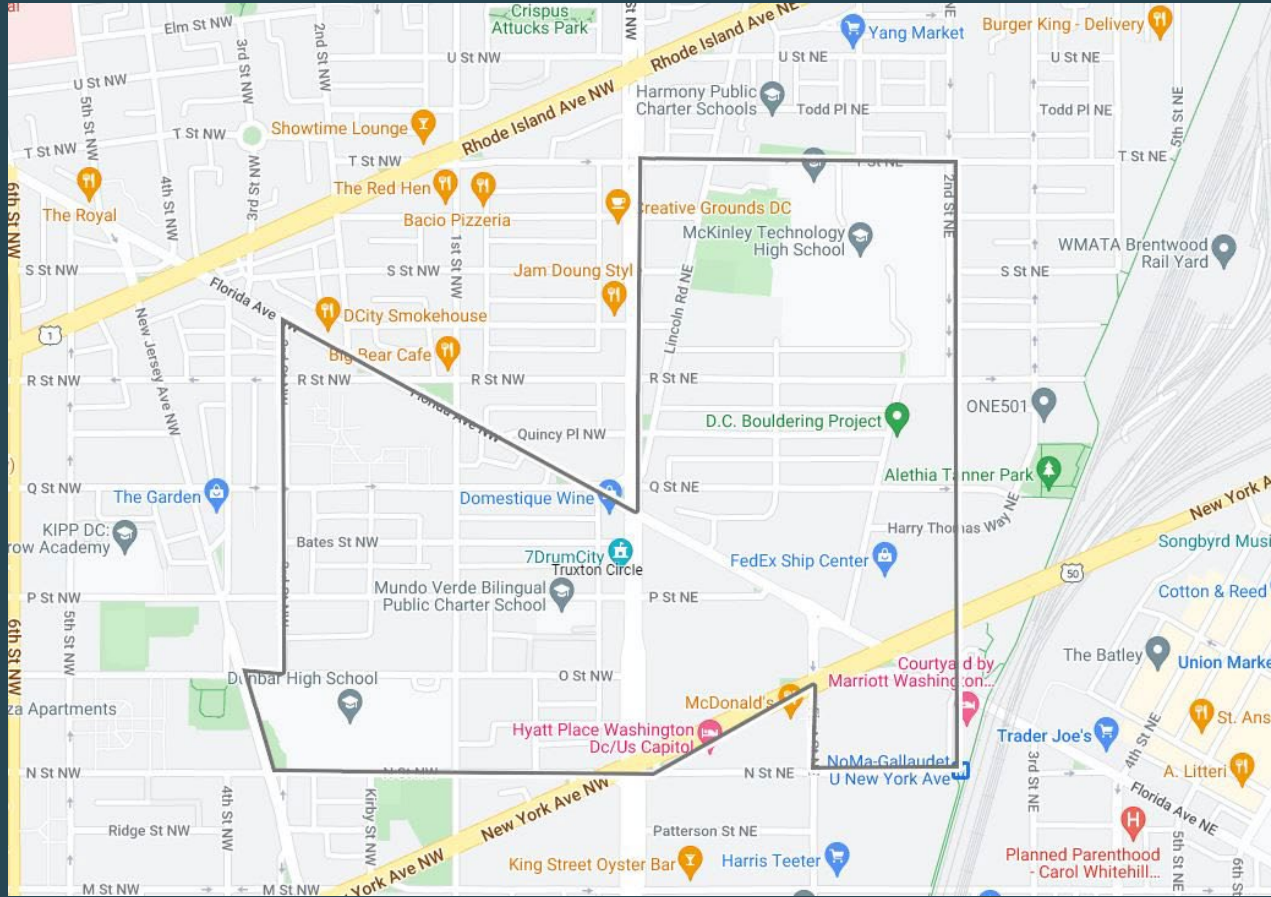
# Wards 1 & 4

# Ivy City/Sursum Corda – Program Area

## Wards 5 & 6



# Truxton Circle/Eckington– Program Area

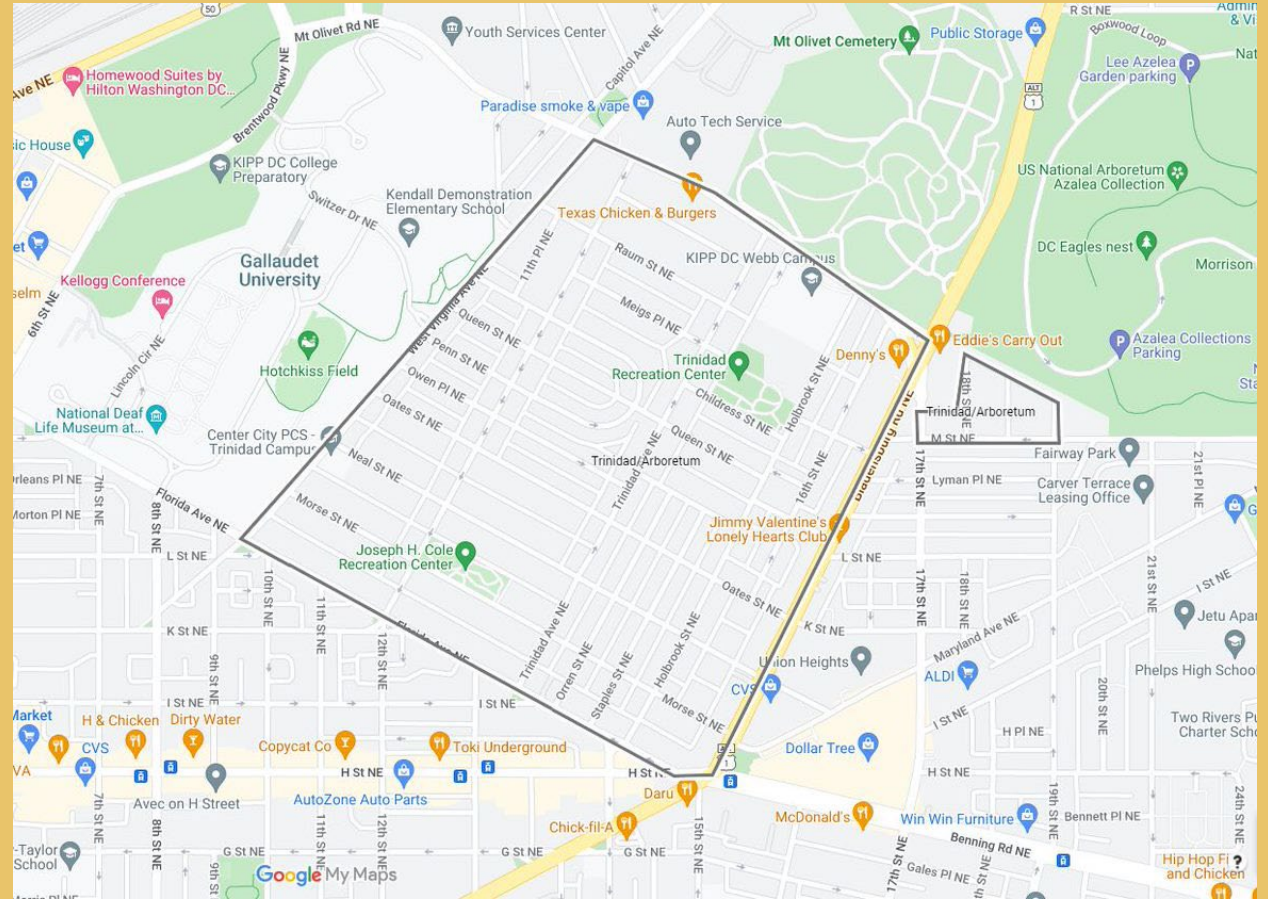


Ward 5

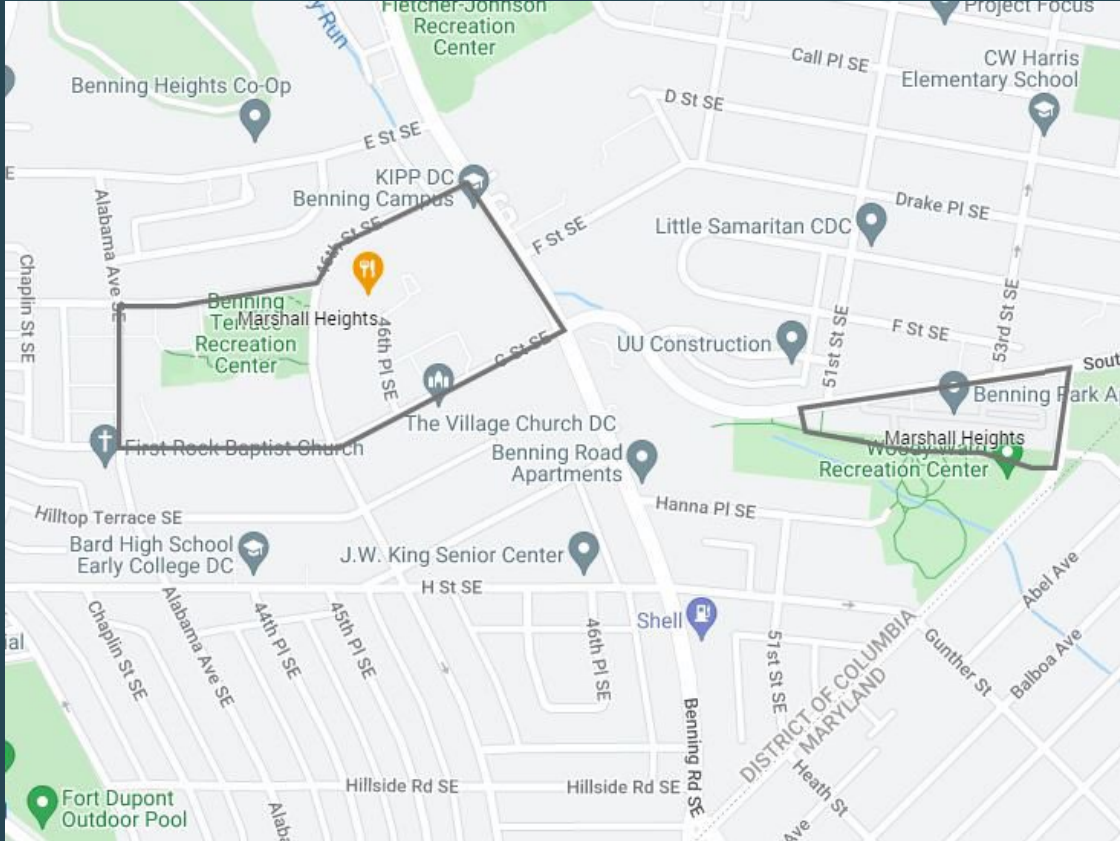


# Trinidad/Arboretum – Program Area

## Ward 5



# Marshall Heights – Program Area

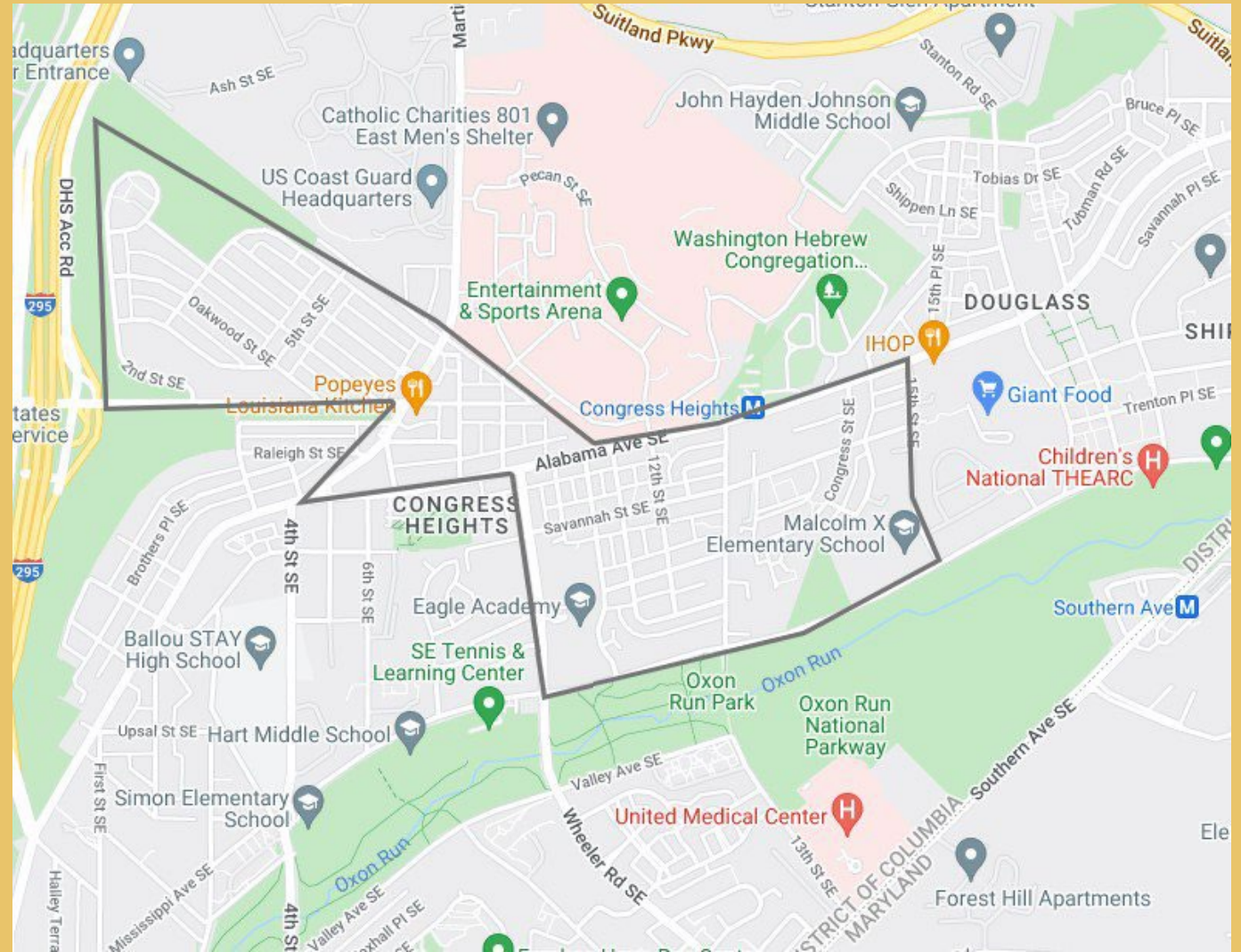


# Ward 7

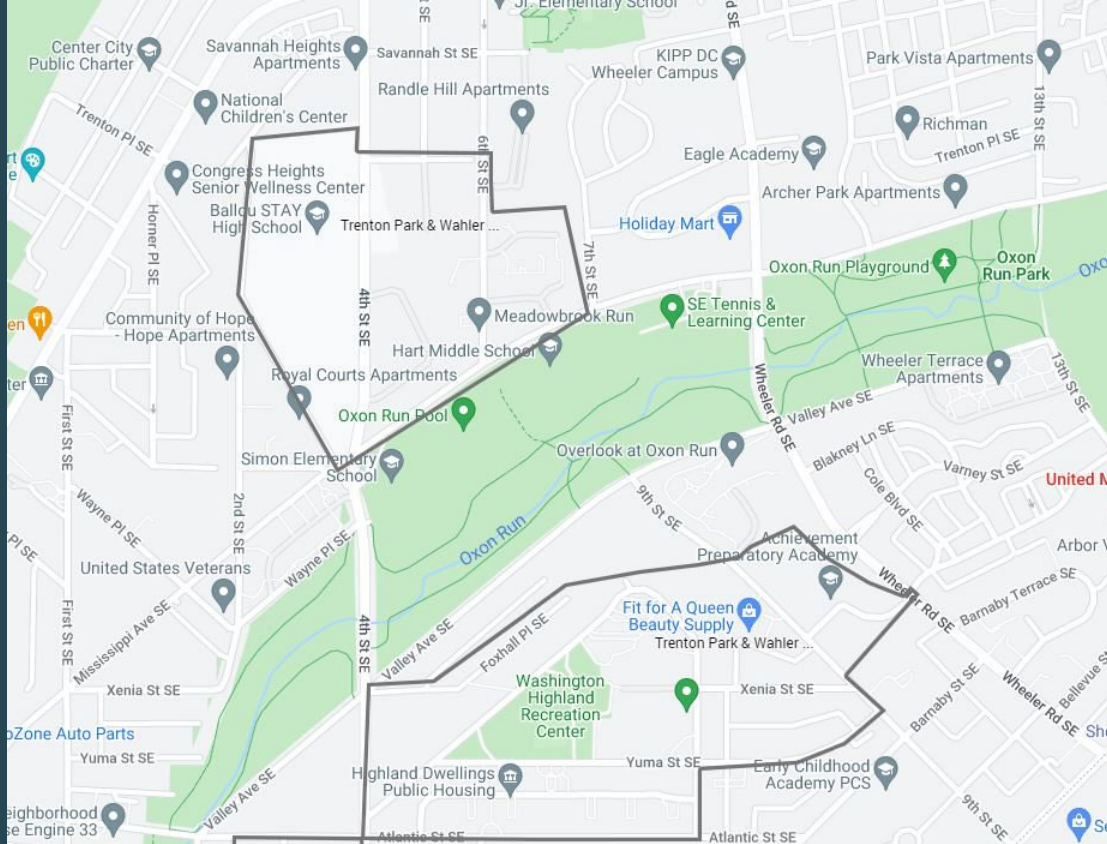


# Congress Park/MLK – Program Area

## Ward 8



# Trenton Park/Wahler Place – Program Area

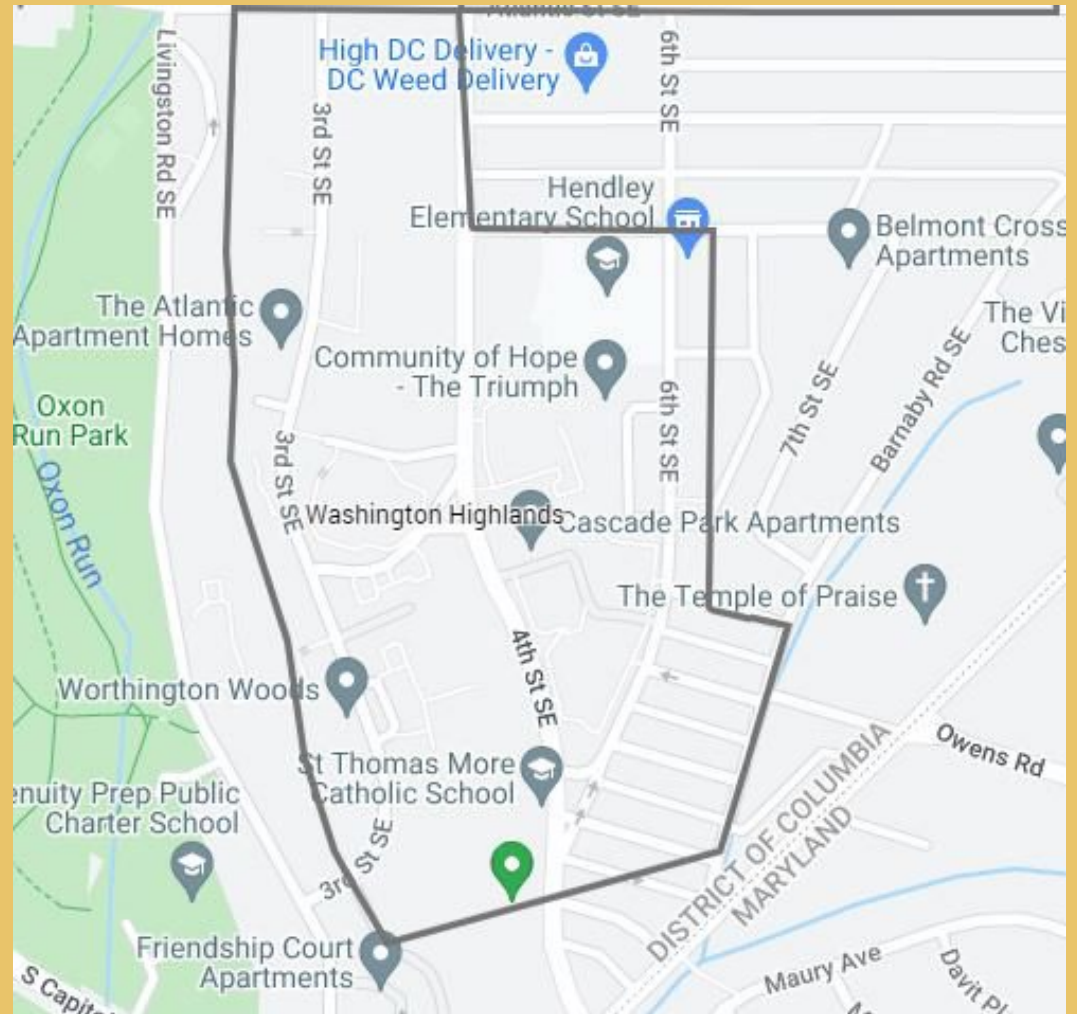


Ward 8

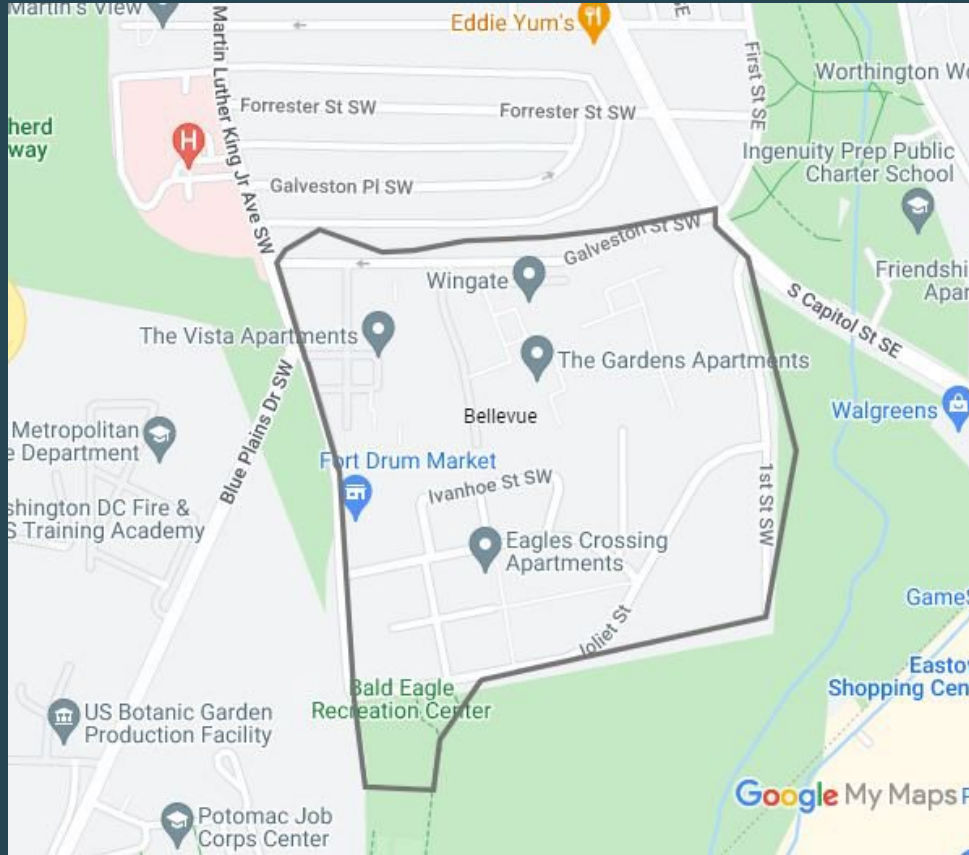


# Washington Highlands– Program Area

## Ward 8

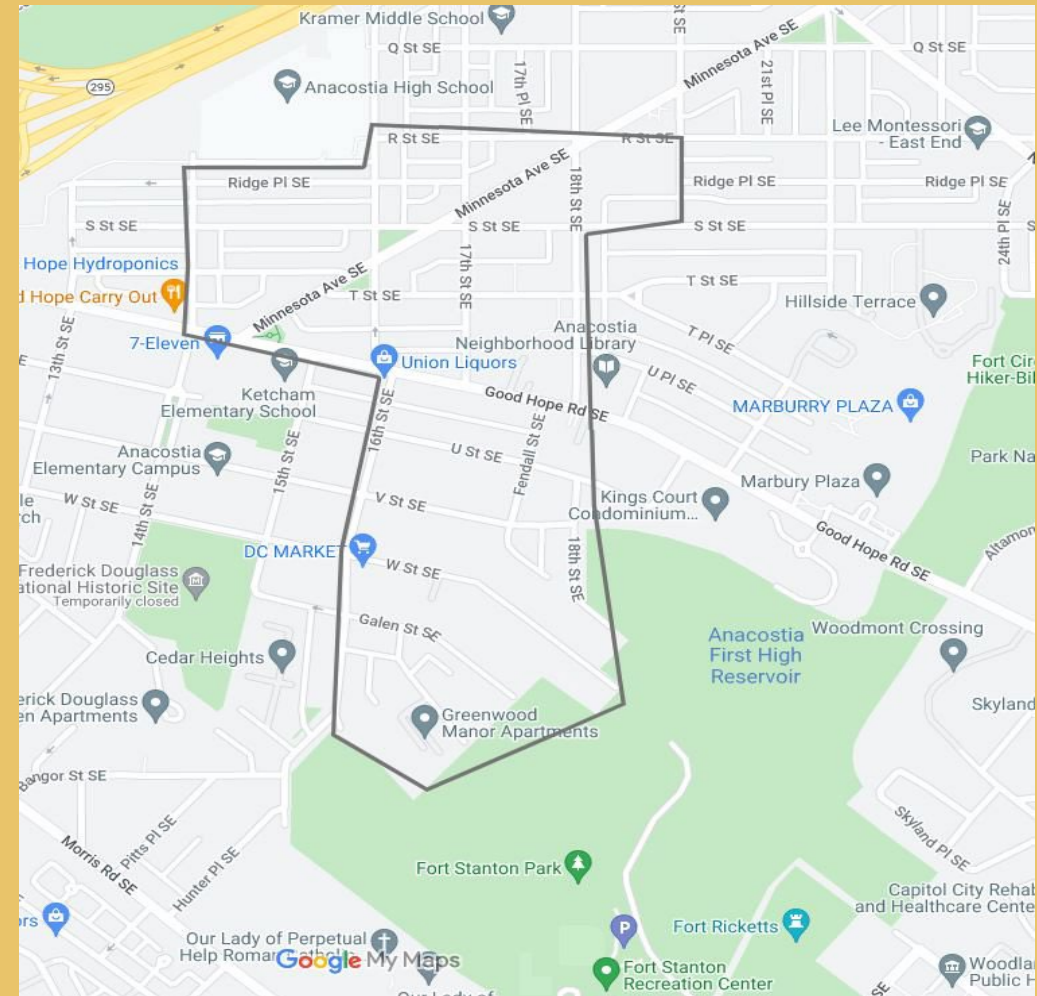


# Bellevue – Program Area



# Ward 8

# Ward 8



# Cure Violence Global – Public Health Approach

CVG's violence prevention public health methodology applies evidence-based public health epidemic-reversal strategies to

1

Detect and  
interrupt  
conflicts before  
they erupt in  
gun violence

2

Identify and  
treat the  
highest risk  
individuals

3

Change  
community  
norms



# Implementation Requirements

- ☐ Applicants must ensure that the CTS site will have an office or home base location (situated in or within a one-mile radius of the target area). Storefronts and ground floor locations are ideal but, with OAG approval, other commercial locations may be acceptable. The program office may be located in a house or ground floor apartment within the target area. The location should provide ample space for staff to work and a large conference area suitable for meetings, workshops, and other gatherings and activities.
- ☐ Applicant organizations must have no rules or bylaws that prohibit hiring of persons with criminal backgrounds, or individuals with any legally protected class.
- ☐ Commitment to staff development in effectively performing the responsibilities of their roles. This includes, but is not limited to, the following: training on the impact of trauma (Trauma-Informed Care) and cultural/linguistic competencies, addressing child support matters, and employee assistance programming that includes counseling and referral to other supports
- ☐ Capacity to supervise program staff
- ☐ CBO participation in community activities



# Keys to Success

The Cure the Streets (CTS) program is effective in reducing community gun violence by

- ☐ Selecting program areas using an evidence-based approach, and involving community members
- ☐ Employing credible staff members from the program areas
- ☐ Engaging high-risk individuals and connecting them to resources
- ☐ Educating the community about the dangers and impact of gun violence
  - ☐ Distributing public education materials
  - ☐ Community responses to shootings
  - ☐ Conducting mediations

# CTS Staffing Structure

**Program Manager**

**Site Supervisor**

**Outreach Workers (3)**

**Violence Interrupters (4)**

**Administrative Assistant\***

*All deviations from this staffing structure must be pre-approved by OAG.*

Personnel hired and paid as Cure the Streets program staff **may not** be detailed, assigned or instructed by grantee CBOs to work for or participate in any other programs, activities or initiatives unless specifically pre-approved by OAG, and not in conflict with the dual-employment clause.

OAG will participate in interview panels for candidates. OAG will not provide official approval or disapproval of grantees' hiring decision.





# CVG Staff Training

## Violence Interruption and Reduction Training (VIRT)

Developed for all new outreach workers, violence interrupters, and other administrative staff, this in person five full-day training includes a mix of presentation of core concepts and skill development through demonstration and practice.

## Program Implementation and Management (PIM) Training

Developed based upon more than 20 years of programmatic experience, this CVG in person two full-day Program Management Training provides management-level staff with critical knowledge, skills, strategies, and insights specific to managing a health intervention and frontline staff (Violence Interrupters & Outreach Workers), strategic recruitment and deployment of staff, building a strong team, creating a positive work environment, enforcing accountability, mobilizing the community and shifting community norms that perpetuate violence.

## Commcare Database Training

CVG shall provide initial in person training in database use and customized report building, as well as ongoing technical assistance and troubleshooting. In person training and/or one-on-one screen share training sessions are also available and shall be provided as needed as determined by City, for program managers and staff.

# Thank you

Gabrielle Breven – Section Chief  
Grant Management Unit | Violence Reduction Unit

Claire Cornell – Grant Administrator

Contact: [curethestreets@dc.gov](mailto:curethestreets@dc.gov)

