

# GOVERNMENT OF THE DISTRICT OF COLUMBIA

## ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 2022-021  
February 2, 2022

**SUBJECT:** Re-Establishment of the Mayor's Office on Volunteerism and Partnerships ("Serve DC") and Formal Dissolution of the Office of Partnerships and Grant Services

**ORIGINATING AGENCY:** Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia pursuant to sections 422(6) and (11), 446B(a), and 448(a) of the District of Columbia Home Rule Act, approved December 24, 1973, 87 Stat. 790, Pub. L. 93-198, D.C. Official Code §§ 1-204.22(6) and (11), 1-204.46b(a), and 1-204.48(a) (2016 Repl.), section 115 of the District of Columbia Appropriations Act, 2003, approved February 20, 2003, Pub. L. 108-7, D.C. Official Code § 1-329.01 (2016 Repl.), and pursuant to Mayor's Order 2008-33, dated February 26, 2008, Mayor's Order 2008-84, dated June 11, 2008, Mayor's Order 2010-60, dated April 6, 2010, Mayor's Order 2013-171, dated September 19, 2013, and Mayor's Memorandum 2015-001, dated August 21, 2015, and in accordance with the provisions of the National and Community Service Trust Act of 1993, approved September 21, 1993, 107 Stat. 785, Pub. L. 103-82, and relevant provisions of the Anti-Deficiency Act, 31 U.S.C. §§ 1349 and 1351, it is hereby **ORDERED** that:

### **I. PURPOSE**

The purpose of this Order is to:

1. Re-establish the Mayor's Office on Volunteerism and Partnerships ("Serve DC"), and authorize it to carry out its responsibilities; and
2. Formally dissolve the Office of Partnerships and Grant Services ("OPGS") and transfer certain responsibilities previously carried out by OPGS, under Mayor's Order 2008-033, dated February 26, 2008 and Mayor's Order 2009-228, dated December 30, 2009, to Serve DC.

### **II. RE-ESTABLISHMENT OF THE MAYOR'S OFFICE ON VOLUNTEERISM AND PARTNERSHIPS ("SERVE DC")**

1. The Mayor's Office of Volunteerism and Partnerships ("Serve DC") is hereby re-established as the District of Columbia government agency dedicated to promoting service and strategic partnerships as an innovative, sustainable solution to pressing social challenges.
2. Serve DC is authorized to engage District communities by building partnerships and organizational capacity; to lead local and national volunteer and service

initiatives; to provide and promote meaningful public service opportunities; to manage the process for District agencies to solicit, accept, and administer donations; to foster community resilience and emergency preparedness; to serve as the DC Commission for National and Community Service; and to carry out relevant trainings and capacity building activities.

3. Serve DC shall be headed by a director, who shall be appointed by, and serve at the pleasure of, the Mayor. The director shall be responsible for the management and operations of Serve DC.
4. Serve DC is authorized to:
  - a. Coordinate, establish, implement, enforce, and revise mandatory policies and procedures related to the solicitation and acceptance by District agencies of private donations to the District of Columbia government, including during states of public emergency declared pursuant to D.C. Official Code § 7-2304;
  - b. Maintain a website to serve as the District government's central repository for District, federal, and foundation grant opportunities;
  - c. Recruit, train, and mobilize District residents to respond and assist during emergencies and to provide critical support to the District's official emergency response efforts in the first seventy-two (72) hours of a crisis or natural disaster, ensuring residents play a major role in making their communities safer, stronger, and better prepared to address threats of terrorism, crime, and disasters;
  - d. Recruit, train, and mobilize District residents and multi-sector partners to promote volunteerism and civic engagement in response to pressing social challenges and Mayoral priorities;
  - e. Serve as the DC Commission for National and Community Service; administer federal Corporation for National and Community Service funds; and coordinate national service initiatives in the District;
  - f. Manage the AmeriCorps national service grant program and award AmeriCorps grants to District-based nonprofit organizations, schools, and universities to create and expand service opportunities and address critical community needs;
  - g. Provide capacity-building training and technical assistance to District agencies, nonprofit organizations, and community and faith-based organizations;

- h. Perform any other functions as directed by the Mayor.

### **III. DISSOLUTION OF THE OFFICE OF PARTNERSHIPS AND GRANT SERVICES AND DELEGATION OF ADDITIONAL AUTHORITIES TO SERVE DC**

1. The Office of Partnerships and Grant Services is hereby officially dissolved.
2. Serve DC is authorized to carry out the following responsibilities previously performed by OPGS, under Mayor's Order 2008-33, dated February 26, 2008, and Mayor's Order 2009-228, dated December 30, 2009.
  - a. Identify potential and available financial, human, and in-kind support and disseminate that information to appropriate District agencies;
  - b. Assist District agencies in identifying appropriate projects for targeted funding from grants and donations;
  - c. Facilitate the establishment of collaborative philanthropic relationships with private, public, and nonprofit organizations, as well as individual donors, to aid in implementing the Mayor's public policy priorities, and solicit donations or apply for grants;
  - d. Approve the acceptance and use of the donation of funds, property, and services by District agencies, including Serve DC, as authorized by section 115 of the District of Columbia Appropriations Act, 2003, approved February 20, 2003, 117 Stat. 123, D.C. Official Code § 1-329.01 (2016 Repl.), and any substantially similar successor law;
  - e. Review requests by employees or agencies to solicit such donations in consultation with the Board of Ethics and Government Accountability ("BEGA"), the Mayor's Office of Legal Counsel ("MOLC"), or the Mayor's Office of General Counsel ("OGC"), and approve or disapprove such requests as appropriate, in accordance with the Rules of Conduct Governing Donations published in Mayor's Memorandum 2015-001, dated August 21, 2015, or a successor memorandum or order;
  - f. Implement other procedures required by the Rules of Conduct Governing Donations published in Mayor's Memorandum 2015-001, dated August 21, 2015 and take all actions necessary for the implementation of the donations process and reporting on it, in conjunction with other agencies such as the Office of the Chief Financial Officer, as necessary;
  - g. Coordinate the design and execution of donation development strategies that enhance the programs of District agencies and Mayoral priorities; and

- h. Administer the Mayor's Fund to Advance DC or other successor initiatives.

#### IV. FURTHER DELEGATION OF AUTHORITY

The Director of Serve DC may further delegate any of the authority delegated to him or her under this Order to any subordinate under his or her jurisdiction, except the Director shall not further delegate any rulemaking authority that the office may have or be assigned.

#### V. PRIOR ORDERS

1. This Order shall supersede Mayor's Order 2001-132, dated September 20, 2001, Mayor's Order 2002-2, dated July 11, 2002, Mayor's Order 2008-33, dated February 26, 2008, Mayor's Order 2008-84, dated June 11, 2008, Mayor's Order, 2009-228, dated December 30, 2009, Mayor's Order 2010-60, dated April 6, 2010, Mayor's Order 2010-167, dated October 15, 2010, Mayor's Order 2011-170, dated October 5, 2011, and Mayor's Order 2013-171, dated September 19, 2013.
2. This Order shall supersede any other Mayor's Orders to the extent of any inconsistency.

#### VI. EFFECTIVE DATE:

This Order shall become effective immediately and the authorities of the Mayor's Office on Volunteerism and Partnerships ("Serve DC") set forth herein are effective *nunc pro tunc* to January 1, 2018.

  
MURIEL BOWSER  
MAYOR

ATTEST:   
KIMBERLY A. BASSETT  
SECRETARY OF STATE OF THE DISTRICT OF COLUMBIA