

**REQUEST FOR APPLICATIONS**  
**FY 2023 COLOR THE CURB: SCHOOL SAFETY GRANT PROGRAM**

The District of Columbia Commission on the Arts and Humanities (CAH), in partnership with the District of Department of Transportation (DDOT), and District of Columbia Public Schools (DCPS), seeks District-based artists experienced in large-scale exterior murals, youth engagement, and community-based projects to design and install ground murals in the intersections near four schools in Washington, DC. Selected artists will be awarded grant funds to be used for design, materials, fabrication, installation, personnel, and project management.

RFQ Release:	Friday, November 4, 2022
Submission Deadline:	Friday, December 2, 2022 (4 PM ET)
Notification of Award:	On or about Tuesday, January 24, 2023
Number of Awards:	Four
Award Amount:	\$30,000

Prospective applicants should read through this Request for Applications (RFA) in its entirety prior to applying.

**Project Manager Staff Contact:**

Deirdre Darden, Public Art Coordinator: [deirdre.darden@dc.gov](mailto:deirdre.darden@dc.gov)

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The DC Commission on the Arts and Humanities (CAH) is an independent agency within the District of Columbia government that evaluates and initiates action on matters relating to the arts and humanities and encourages the development of programs that promote progress in the arts and humanities. As the official arts agency for Washington, DC, CAH is supported by District government funds and in part by the National Endowment for the Arts, a federal agency.

CAH has grantmaking authority under the Commission on the Arts and Humanities Act of 1975, as amended (D.C. Law 1-22, D.C. Official Code § 39-204).

**Government of the District of Columbia Commission on the Arts and Humanities**  
**200 I Street, SE, Suite 1400, Washington, DC 20003**  
**202-724-5613 | [dcarts.dc.gov](http://dcarts.dc.gov)**

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# **COLOR THE CURB: SCHOOL SAFETY PROGRAM GRANT**

Applicants may submit one (1) grant application to this program per fiscal year cycle

## **OVERVIEW**

Color the Curb: School Safety Program is a collaborative design and placemaking project created through a partnership of The District of Columbia Commission on Arts and Humanities (CAH), District Department of Transportation (DDOT), and DC Public Schools (DCPS). This program aims to increase pedestrian safety by painting ground murals in curb extensions outside or near schools in Washington, DC. We are seeking mural artists and design professionals with prior large-scale exterior mural painting and youth engagement experience to design and install these ground murals in the intersections of 4 schools in Ward 1, Ward 6, and Ward 8 in Washington, DC. Selected artists will be paired with one of the 4 (four) designated elementary schools and will work closely with faculty and students at the paired school, to create a final mural design. CAH will provide a ground mural technical expert who will work with each selected artist/artist team on planning and implementation of the approved final design.

Applications will be reviewed and evaluated based on prior work demonstrating experience with large-scale exterior murals, youth engagement, and community-based projects. One artist or artist team will be selected for each of the four sites. Selected artists will work with school personnel at their assigned school to gather student input on the mural design. This input will help form the basis for the development of site-specific designs to be approved by CAH, DDOT, and DCPS for final installation. The intention is to create engaging and vibrant works of art that build a sense of ownership and connection to their community and that will be a source of neighborhood pride for all residents. Details about the murals are expected to be revealed on [National Bike to School Day](#), on Wednesday, May 3, 2023.

## SITE LOCATIONS

Four (4) elementary schools in Ward 1, Ward 6, and Ward 8 that recently underwent a study through DDOT's Safe Routes to School program were identified for this project. Through these studies, the Safe Routes to School program seeks to identify and recommend engineering changes that can improve safety for students that walk and bike to school. Each selected artist or artist team will work with one of the four schools to create a ground mural that the artist will install in the curb extensions adjacent to the school.

<b>School</b>	<b>Address</b>
HD Cooke Elementary	2525 17TH STREET NW
Boone Elementary	2200 MINNESOTA AVENUE SE
Hendley Elementary	425 CHESAPEAKE STREET SE
Miner Elementary	601 15th STREET NE

**APPLICANTS MUST NOT CONTACT THE SCHOOLS IN CONNECTION WITH THIS APPLICATION; CAH WILL NOTIFY SELECTED ARTISTS OF THEIR PAIRED SCHOOL IN ACCORDANCE WITH THE TIMELINE.**

## PROJECT BACKGROUND

Across the country, cities are installing curb extensions to increase safety for all roadway users, especially pedestrians. Curb extensions reduce the speed of traffic while turning and minimize the distance pedestrians need to walk to cross the street at crosswalks. DDOT installs quick-build curb extensions, consisting of posts and paint, to address immediate safety concerns at intersections. These quick-build curb extensions provide a canvas for public art in the curb extension.



*Grow Your Garden! by Ashley Jaye Williams, at Drew Elementary School 5600 Eads ST NE. Completed curb extension mural for Color the Curb: School Safety Program*

The broader Color the Curb program began as a joint agency project between CAH and DDOT's Arts in the Right-of-Way (AROW) program. [Color the Curb](#) supports artist designs that transform intersections into works-of-art to increase the safety and visibility of pedestrians while adding visual interest to the area. Generally, the ground murals are meant to elevate the importance of safe intersections for pedestrians, cyclists, and motorists; celebrate the culture, spirit and/or history of the District; and create a public canvas that features the artwork of District artists and/or graphic designers. In 2021 five artists were selected to launch this initiative with designs and installation of ground murals at four intersections in Northwest. In 2022 CAH and DDOT expanded Color the Curb to collaborate directly with DCPS and selected elementary schools in Ward 7 to transform DDOT designated intersections near those schools.

## PROJECT GOALS

Color the Curb: School Safety Program invites mural artists and designers to collaborate with selected elementary school students to design artwork that will contribute to making their commute to school safer and more vibrant. Through this call for artists, we are seeking to install artwork that: supports slower and safer roadways on the blocks adjacent to selected school entrances; engages students in the creative and design processes to make an impact on and foster a sense of stewardship in their community; and creates a public canvas that features the artwork of local artists and/or graphic designers inspired by youth from each school.

## PROJECT SCHEDULE

Date	Activity & Deliverables
November 4, 2022	Color the Curb: School Safety RFA launched
December 2, 2022 (4 PM ET)	Application submission deadline
Week December 122022	Selection Panel convenes
Week of January 24, 2023	Applicants notified. Selected artists/artist teams paired with selected school
February/March 2023	Meet with schools to plan designs
March, 2023	Develop design and get approval from CAH, DDOT, and DCPS
April 2023	Install ground murals
Week of May 3, 2023	Mural dedications and celebration, National Bike to School Day

## GRANT ELIGIBILITY AND RESTRICTIONS

An Artist Team is defined to include artists and designers. Artist Teams must identify a Lead Artist, who will actively engage in the design, facilitation, and installation of the project. Artist Team members may reside outside of the District of Columbia.

Individuals may apply having met the following eligibility requirements at the time of application:

- Artist/Lead Artist was not awarded the Color the Curb: School Safety Program grant in FY22.
- Artist/Lead Artist is a resident of the District of Columbia aged 18 or older.
- Artist/Lead Artist has a permanent District of Columbia address, as listed on legal identification and tax returns. The address provided on all application materials must match exactly the address provided on the submitted IRS W-9 form. Post office boxes cannot be used as a demonstration of the applicant's primary address.
- Artist/Lead Artist is in good standing with CAH demonstrated by the applicant's complete or non-delinquent reporting due to CAH from any prior CAH funded program. Applicants, not in good standing are ineligible to apply and therefore, may not receive any additional grant award (in any category of grant funding) from CAH in FY 2023. Applicants may not use a secondary party that acts on its behalf ("fiscal agent") in the performance and execution of financial duties.
- Artist/Lead Artist is a practicing professional artist with demonstrated large-scale exterior mural and community-based projects experience. Asphalt painting experience not a requirement, but a plus. If working as a team, elements of the project must be supported by a team of experienced arts professionals.
- Artist/Lead Artist demonstrates ability to engage youth (elementary school-aged youth) of varying skill levels in an art project.

Applicant Restrictions (not eligible):

- Individuals that require "fiscal agents".
- Non-profit organizations.
- For-profit (commercial) entities.
- Tax-Exempt organizations other than 501(c)(3) designated entities.
- Private foundations.
- Civic organizations.
- Political organizations.
- Foreign governments.
- Colleges or universities.
- State and Federal Government agencies, including Public Schools.

## BACKGROUND CHECK

If selected, Artist must submit to and pass a District of Columbia government- administered criminal background check pursuant to the Criminal Background Checks for the Protection of Children Act of 2004, a DCPS review of applicable state and federal child protective and sex offender registries per D.C. Code § 38-951.03(a)(5) and 42 C.F.R.§ 1302.90, and a tuberculosis screening prior to the start of youth engagement activities. [More information on DCPS website](#)

### 3.3 Resources: \*NEW\* Clearance Process Requirements

	Contractor/ Program Provider	Volunteer, Unsupervised	Volunteer, Supervised
<b>Fingerprints*</b>	X	X	X
<b>TB Test*</b>	<i>If needed</i>	<i>If needed</i>	<i>If needed</i>
<b>CPR check</b>	X	X	
<b>SOR check</b>	X	X	
<b>Drug test*</b>	X		

Submitting the DCPS clearance application will initiate these two checks

Color the Curb Artists

### DCPS and Color the Curb Artist Clearance Information

Selected artists will have to obtain clearance from District of Columbia Public Schools: [DCPS Clearance Application](#)

- **Color the Curb artists are considered Supervised Volunteers.**
- Results: Up to 14 business days.
- Fingerprinting through FieldPrint\*
  - Detailed information on that process can be found [here](#)
  - Results: 3-5 business days
- All DCPS volunteers, employees and contractors working with students must take the Mandated Reporter training:
  - [Online Training](#) (YouTube Video)
  - [Post Test \(Complete after watching the video course\)](#)

\*Once fingerprint results are received, volunteers can begin providing services under the supervision of a cleared contractor or program staff member or DCPS staff member.

\*Email for DCPS Clearance Team, [DCPS.Clearance@k12.dc.gov](mailto:DCPS.Clearance@k12.dc.gov)

## APPLICATION REVIEW AND SELECTION PROCESS

CAH selects arts, humanities, subject matter experts, and/or other professionals independent of CAH, such as project partners, to serve as advisory review panelists for each grant program. The role of a panelist is to review and score an eligible application's content based on the established grant program review criteria. According to the grant program, panelists participate in a group review of CAH grant applications to discuss and comment on the merits of and opportunities to strengthen applications as well as finalize their application-related scores in the presence of CAH staff and Commissioner Conveners.

CAH staff, Commissioner Conveners, and panelists remain impartial in their review of CAH grant applications. CAH ensures that all involved recuse themselves from the review of any application that presents a personal or professional conflict of interest (or the appearance of a conflict of interest). CAH makes the final determination regarding artist selection.

CAH's grant application evaluation process considers general standards of decency and respect for the diverse beliefs and values of the American public consistent with The National Foundation on the Arts and Humanities Act of 1965, as amended (P.L; 89-209, 20 U.S.C. 951 et seq). For more information regarding the grant review process, please contact Deirdre Darden, Public Art Coordinator, at [deirdre.darden@dc.gov](mailto:deirdre.darden@dc.gov)

## APPLICATION REVIEW AND SELECTION CRITERIA

All applications will be vetted for:

- Submittal of all required application materials as outlined in this RFQ.
- Originality: creativity and uniqueness demonstrated in previous projects.
- Quality and craftsmanship exhibited by past work.
- Demonstrated experience with large-scale exterior mural works, youth engagement, and community-based projects.

### Evaluation Criteria

- Artistic Content – 40 %
  - The applicant's work samples, and support materials demonstrate high standards of artistic excellence as an exterior, large-scale muralists/designer demonstrating high quality, innovation, and creativity. (15 points)
  - Applicant has experience with site-specific, large-scale outdoor murals and uses personnel with demonstrated arts expertise (such as arts administrators or professional artists) to plan and implement artistic content. The Artist's portfolio of work is feasible for this project. (15 points)
  - Artist(s) and/or applicant demonstrate the ability to translate artistic discipline to project participants (elementary school-age youth). (10 points)

- **Community Engagement and Impact – 30%**
  - Applicant demonstrates sensitivity to the cultural, ethnic, and economic, backgrounds of the participants and the residents of the District of Columbia. (10 points)
  - Applicant demonstrates substantive experience working with youth and community representatives. (10 points)
  - Applicant demonstrates in previous projects how the meaning, content, and themes of the artwork impacts the intended audience with consideration of culture, age, physical ability, languages spoken, or environment. (10 points)
  
- **Opportunity and Equity – 20%**
  - The applicant demonstrates how the project could provide shared learning opportunities that facilitate a greater participation in public art, represents the community, and aims to promote a welcoming and inclusive environment. (10 points)
  - The applicant demonstrates from previous work evidence of intentionality engaging a diverse audience based on culture, age, physical ability, or languages spoken in planning and implementation. (10 points)
  
- **Capacity and Sustainability – 10 %**
  - The applicant is sufficiently stable, in terms of arts expertise, organizational capacity, and financial status to implement the proposed project. (5 points)
  - The applicant has experience in producing similar public art projects and demonstrates the capacity to administer the project and has appropriate financial monitoring systems in place to track expenditures. (5 points)

### **Successful Applications**

Submit all required documents. Previous work samples illustrate artistic excellence in large-scale exterior mural, youth engagement, and community-based projects. Consider how the applicant’s qualifications connect to the project goals.

## GRANT APPLICATION PROCESS

1. Read the [Guide to Grants](#).
2. Read the RFQ guidelines.
3. Determine eligibility.
4. Go to [Apply for Grants](#) and select [Grant Application Portal](#) to register as user. (Note: For previous applicants to reset a user password, select “Forgot your password?”)
5. Upon registration, applicants select the desired grant program; then select the Playable Art site to which you want to apply. You may select multiple sites. However, a winning artist will only be awarded one site.
6. Complete the application questions and narrative data.
7. Upload all required documents, supplementary material, and work samples.
8. Double-check the application for thoroughness, clarity, and typographical errors.
9. Submit the application by 4 pm ET on the grant program’s deadline date.
10. Ensure receipt of the grant submission confirmation e-mail (auto generated by the online portal) by the application deadline.

CAH utilizes an online grant portal to receive grant applications. All applications must be submitted online by December 2, 2022 (4 pm ET). A confirmation email generates automatically upon submission of the application in the portal. Technical issues or failure to receive a confirmation e-mail should be immediately brought to the attention of CAH staff. Incomplete or late applications or applications that do not follow the instructions and guidelines are deemed ineligible for review and funding. CAH does not accept mailed, emailed, or hand-delivered copies of grant applications and/or the required attachments. CAH will accept reasonable accommodation requests from applicants with disabilities to submit grant applications via mail, email, or hand-delivery. To request a reasonable accommodation, contact Travis Marcus at 202-724-5613 or [travis.marcus@dc.gov](mailto:travis.marcus@dc.gov) and await request approval.

CAH’s grant application process is competitive and subject to the availability of funds. Applicants may not request or receive funding for the same activities through more than one CAH program or grant category. Multiple applicants may not apply for funding for the same project, whether through the same or different grant programs.

Applicants are fully responsible for the content of their application materials. An automated confirmation of an applicant’s submission does not guarantee an applicant’s eligibility, and therefore review by the advisory review panel (see below, “Review Process”). CAH staff is not permitted to make corrections to applications on behalf of applicants. After the deadline CAH staff reviews applications for completeness and contacts applicants within five (5) business days of the deadline only if any of the submitted Mandatory Documents are incomplete. Applicants are then responsible for updating their application within five (5) business days of CAH’s notification. Failure to do so will disqualify the application.

The grant period is from October 1, 2022, to September 30, 2023. Grant funds may not be used for activities that occur outside of this grant period.

## REQUIRED APPLICATION MATERIALS

Please prepare and submit the following documents to your application online:

- Current CV/Resume of artist or artist team, two (2) page maximum.
- Artist statement that describes your (or Artist Team's) experience with large-scale exterior mural work, youth engagement, and community-based projects. Include 1-2 completed projects that demonstrate this experience and are relevant to this project. (maximum of 500 words)
- Five (5) to ten (10) images of previous relevant/public artwork submitted as high-quality JPG files. Image files are uploaded to the Media Viewer on the application portal. Do not use gifs, tiffs, or other image formats. If an Artist Team, samples of artist teams' work must be submitted identifying their samples. Please do not embed images into PowerPoint or PDF documents.
- Image Identification List of previous public artwork corresponding to the submitted images within the application. If an Artist Team, please differentiate to clearly define each artist/s' work samples and who was/were the lead artist(s). Please provide all requested details for each image. Number each image in the Media Viewer and match with corresponding numbers for the Image Identification List.
  - Identification List Example:
    - Artist Name
    - Lead Artist/ Artist's Role on the Project (noting section(s) painted)
    - Title, Date
    - Medium
    - Size - Dimensions
    - Location
    - Project Budget
- List of at least three (3) Professional References. Please include name, address, phone number and email address for each reference or upload written references.
- All CAH Compliance Documents: Applicants must submit the following six (6) Compliance Documents (templates and instructions are here: <https://dcarts.dc.gov/node/408702>)
  1. Written Statement (Word Doc) **dated at the time of application** that **confirms the applicant (artist/artist team) will submit to all required background checks as instructed by DCPS if selected.** (see Background Check section page 8).
  2. Certificate of Clean Hands obtained **from Office of Tax and Revenue dated within 30 days of application**
  3. Statement of Certification **dated and signed at the time of application**
  4. IRS Form W-9 (version Oct-2018) for the applicant **dated and signed within 30**

### **days of application**

5. List of Insurance Carriers and Policies to certify an applicant's current general liability insurance carrier and coverage status
6. Individual Demographic Overview Form for artist and each artist team member. Completion and submission of this form will have no impact on funding decisions. Responses are used for statistical and diversity inclusion purposes only and will not be seen by the grant review panel.

Submission Deadline – Completed applications must be received and uploaded to the grant’s portal by December 2, 2022 (4 PM ET). Failure to submit mandatory documents in the application will result in disqualification.

## **TECHNICAL ASSISTANCE**

CAH staff members in the Public Art Department are available to assist grant applicants through group or individual technical assistance. CAH staff members will not write applications for applicants. However, CAH staff members are available by appointment (up to thirty (30) minutes) to review application drafts on government business days from the application release date up to November 23, 2022., one (1) week prior to the grant application deadline on December 2, 2022. Applicants may contact CAH at (202) 724- 5613 to schedule an application review meeting.

## **LIVE CHATS**

(CAH) will host live online chat sessions with the Grants Manager to answer any questions about the grant program and the application. The link to these chats will be posted on CAH’s website

Dates:

Wednesday, November 9, 2022, at 2pm – [Meeting Link](#)

Friday, November 18, 2022, at 10 am – [Meeting Link](#)

Tuesday, November 29, 2022, at 2pm – [Meeting Link](#)

## **NOTIFICATION AND PAYMENT**

CAH will notify applicants of this grant program as to the results of their application on or about January 31, 2023, via (1) letter of conditional grant award, (2) letter of intention to award, (3) letter of ineligibility or (4) letter of denial.

For award recipients, the date of CAH grant award payment disbursement(s) is subject to the availability of funds and the processing of required documentation. CAH does not disburse grant award payments through its office. However, in collaboration with other District of Columbia government agencies, and in a timely manner, CAH processes the grant award payment requests for grantees.

## **ALLOWABLE COSTS AND FUNDING RESTRICTIONS**

As an agency of the Government of the District of Columbia, CAH ensures that its grantmaking funds are expended in a fiscally responsible manner. CAH grant-related “allowable costs” are those cost that the District Government (through its subordinate agency, CAH) has determined, in its sole discretion, to be valid expenditures.

Examples of “Allowable Costs”:

- Artist fee (not to exceed 20% of grant budget).
- Equipment, technological resources, materials, supplies, and services directly related to the fabrication of the design proposal.
- Supplies purchased for the in-class student engagement.
- General Liability Insurance.
- Travel related to implementation of deliverables.
- Photographic and video documentation of the design proposal.

Examples of “Unallowable Costs”:

- Food and beverages.
- Sub-granting or re-granting of funds from CAH.
- Tuition and scholarships.
- College tuition expenses.
- Funds that are provided to universities, service organizations, foreign governments, or District of Columbia government agencies, including DC Public Schools.
- Costs related to fundraisers and off-site special events.
- Travel or other expenses not directly related to executing the proposed project.

All expenses must be documented by the grantee within the grant agreement. The grant program manager reviews and approves all proposed expenses before the grant agreement is processed for payment. Grantees with questions regarding allowable costs may contact CAH’s grant program manager. The grantee will be responsible for demonstrating the cash expenses and a final report.

The grant period is from October 1, 2022, to September 30, 2023. CAH restricts a grantee’s grant-funded activity expenses that are beyond the grant period.

## CONDITIONS OF FUNDING AND GRANT RESCINDMENT

CAH reserves the right to rescind any and all grant awards for non-compliance with CAH's RFQ guidelines, policies, or regulations, at any time. Fiscal Year 2023 grantees with unmet reporting obligations regarding previous CAH funding programs as of close of business on Friday, October 30, 2022, are ineligible to receive additional awards from CAH.

### Grant Management and Rescindment

Grantee agrees that it will include a CAH logo and a credit line in all of its grant-related announcements and promotional material and that it will make its best efforts to publicly credit CAH's support for the project in all related public events. CAH has the right to withhold, reduce or rescind a grant award according to the terms and provisions of the grant agreement or if the grantee exercises any of the following:

- Fails to notify CAH of changes in project collaborators or other significant management changes or changes in the project scope without advance approval.
- Refuses to provide access to monitoring.
- Fails to comply with the terms of the grant award contract requirements.
- Fails to demonstrate adequate financial management and oversight of the project; and/or,
- Fails to properly publicly credit CAH's support of the funded project.

### Citywide Clean Hands (CCH)

All applicants must submit a current "Citywide Clean Hands Certification," from the District of Columbia's Office of Tax and Revenue at the time of application. A current CCH should also be submitted prior to any grant award disbursement throughout the grant period. The CCH website application supports the "Clean Hands" Mandate (D. C. Code § 47-2862), which stipulates that individuals and businesses are to be denied District goods or services if there is a debt owed to the District of Columbia of more than one hundred dollars (\$100.00) for fees, fines, taxes, or penalties. Applicants may visit the following site to obtain more information:

<https://ocfocleanhands.dc.gov/cch/>.

### Legal Compliance

Federal and District of Columbia law requires all grant applicants to comply with all applicable laws and regulations that regard non-discrimination. The list of those laws and regulations include:

Title VI of the Civil Rights Act of 1964 (which provides that grantees must take adequate steps to ensure that people with limited English proficiency receive the language assistance necessary to afford them meaningful access to grant-related programs, activities, and services). Title VII of the Civil Rights Act of 1964 (P.L. 88-352) (which prohibits discrimination based on race, color, or national origin). Title IX of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681- 1686) (which prohibits discrimination based on sex). Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794). The DC Human Rights Act of

1977; and The Americans with Disabilities Act of 1990 (42 U.S.C. §§12101 – 12213) (which prohibits discrimination on the basis of disabilities).

#### Americans with Disabilities Act

CAH is committed to ensuring that all grantees comply with the Americans with Disabilities Act (ADA) of 1990. The ADA provides civil rights protection to individuals with disabilities in the areas of employment, services rendered by state and local government, places of public accommodation, transportation, and telecommunication services. Organizations funded by CAH must make reasonable accommodations to ensure that people with disabilities have equal physical and communications access, as defined by federal law.

#### Inclusion, Diversity, Equity, and Access (I.D.E.A.)

CAH has placed increased focus on utilizing an Inclusion, Diversity, Equity, and Access (I.D.E.A.) lens in its grantmaking, with the goal of creating a more equitable arts and humanities landscape in the District. In addition to detailed plans for its compliance with the Americans with Disabilities Act (ADA) (42 U.S.C. §§ 12101 et seq.), each applicant must demonstrate how its programming and services will be inclusive, diverse, equitable, and accessible throughout the District of Columbia, beyond participants with disabilities. Applicants should consider a broad definition of “accessibility” by addressing financial, geographic, demographic, cultural, and developmental access. For more information, see the Americans with Disabilities Act section of these RFA guidelines (see page 11). For reference, applicants may use this link to access the text of the ADA: <https://www.law.cornell.edu/uscode/text/42/12101>). Notwithstanding the fact that it has shared hyperlinks attached immediately above and later below, the District government does not represent that shared text of the ADA (or any other text) is the latest version of the subject law.

### **I.D.E.A. DEFINITIONS**

Below are definitions used by CAH of each component of I.D.E.A. CAH encourages applicants to develop short- and long-term plans to ensure each of these components is realized in their processes and programs. CAH's goal for the arts and humanities community is to have a comprehensive and actionable plan in place by FY 2024. Organizations in receipt of funding from CAH will be required to demonstrate their progress in all future interim and final reports beginning in FY 2022.

#### *INCLUSION*

Inclusion authentically welcomes and intentionally brings traditionally excluded individuals and/or groups into processes, activities, and decision/policymaking in a way that shares power.

#### *DIVERSITY*

Diversity refers to the various backgrounds and races that comprise a community, nation, or other grouping. In many instances, the term diversity does not only acknowledge the existence of

diversity of background, race, gender, religion, sexual orientation, etc., but applies a recognition of the value of these differences. Diversity enriches policies and practices by bringing people of diverse backgrounds and experiences together to inform, shape, and enrich these policies and practices.

### *EQUITY*

Equity is giving everyone what they need to be successful. Equity is different from treating everyone the same. Equity operates from the understanding that people and groups enter given situations from very different starting points. These starting points are often determined by certain social hierarchies such as race, class, gender, age, sexual identity, etc. An equitable framework centers awareness of these hierarchies and creates systems that are actively anti-racist, anti-classist, anti-sexist, and anti-homophobic.

### *ACCESS*

Access is defined in the broadest definition of the term as a means of ensuring individuals and/or groups are given financial, geographic, demographic, cultural, and developmental access to programming, services, and other opportunities.

## **RISK MANAGEMENT AND PERFORMANCE MONITORING**

All grantees are subject to risk assessments and monitoring requirements, as outlined in the District's [Citywide Grants Manual and Sourcebook](#) (which is primarily managed by the Office of the City Administrator's The Internal Services Team). CAH has established standards for grantees to ensure compliance with risk assessment monitoring, and those standards are discussed in greater detail in the applicants' grant agreements with CAH.

Activities funded by CAH will be monitored and evaluated by its staff, to assure compliance with all applicable District of Columbia's statutes, regulations, orders, and other requirements. This monitoring process may include site visits, evaluation of allowable costs, assessment of efforts to meet projected grant applicant benchmarks, and evidence of proof of expenditures.

All grantees are responsible for reporting their respective grant award(s) as income on federal and local tax returns (in accordance with applicable law) and are strongly encouraged to consult with a tax professional and the United States Internal Revenue Service.

## **CONTACT INFORMATION**

More information regarding CAH's grant programs, and clarification about related accessibility requirements, work sample submissions and grant making processes can be found in CAH's [Guide to Grants](#). Specific questions about the Color the Curb: School Safety Program application may be referred to Deirdre Darden, Public Art Coordinator at [deirdre.darden@dc.gov](mailto:deirdre.darden@dc.gov).

## **ADDENDUM A: WORK SAMPLES AND SUPPORT MATERIALS**

CAH values and emphasizes excellence in all grant programs within all disciplines. This section contains detailed information on CAH's requirements and suggestions regarding content. Arts and humanities content and/or merit is one of several criteria on which an application is reviewed. Other criteria may include District Impact and Engagement, Financial Capacity, Management and Sustainability, and others as dictated within the program guidelines and review criteria.

The arts content and merit are primarily demonstrated to the advisory review panel through the applicant's:

Section 1 - Work sample(s)

Section 2 - Support material(s)

Section 3 - Résumé(s) of key personnel

Section 4 - General Suggestions from CAH staff (see below)

The work sample carries significant weight because it must contain the clearest depiction of the applicant's best work(s) of art. All applicants must submit work samples of public art or demonstration of content of services provided from public artists.

To further assist the applicant in submitting strong artistic content with an application, general suggestions are provided below.

### Section 1 - Work Samples

Work samples are critical to each application and are carefully considered during application review. CAH strongly recommends that applicants pay close attention to the content of work sample submissions.

The guidelines on what to submit within a work sample submission depend on the grant application. Applicants should adhere to the work sample requirements listed in the RFA to strengthen application under consideration. Make sure to submit the most relevant work samples that demonstrate your completed experience in the grant request. For example, if the grant is for exterior murals, only submit samples of exterior murals. If the grant is for sculpture, only submit samples of completed sculptures.

Consider work samples not more than five (5) years before the date of submission.

If applying as an artist team, make sure to differentiate which member of the team completed what task and who is the lead artist in the samples submitted.

### Section 2 - Support Materials

Support materials are documents that strengthen the application and provide additional information that directly relate to the grant request. Support materials do not replace a work

sample. They do, however, reinforce the quality of the applicant's arts and humanities disciplines.

Examples of support material include:

- Exhibition reviews
- Letters of recommendation
- Certificates, commendations, or awards
- Assessments or work evaluation

### Section 3 - Resumes of Key Personnel

Advisory review panelists may determine the capacity and sustainability of the proposed project by reviewing the résumés of the key artists, administrators, and facilitators involved in the grant activity.

Your resumes or CV should have the most relevant and recent experience at the top.

### Section 4 - General Suggestions from CAH Staff

When creating and preparing work samples, support materials and résumés, CAH recommends that applicants consider the following:

- Applicant should test the functionality of viewing their work sample(s) in the application portal prior to final submission of their application. If the applicant cannot view a work sample, it is unlikely that panelists will be able to view it. For technical assistance, contact CAH with ample time to address the issue prior to the application deadline.
- Select recent, high-quality samples that relate as directly as possible to the application.
- Upload pictures as JPG files (less than 20MB) with a minimum resolution of 72 dpi.
- Exceeding the recommended number of work samples in an application may weaken the application.
- Carefully chosen work samples (pictures, renderings, etc.) tend to make the greatest impact and create a strong artistic impression.
- Advisory review panelists must review a work sample from all applicants.
- Label each work sample or document so that panelists can easily identify it.
- For project-based grants, including samples of similar completed projects help to illustrate the applicant's ability to execute the proposed project.
- Application materials should demonstrate the skill level of the artist(s) involved in the creation of artwork.

### For online materials and website:

A website is not a sufficient work sample. Only submit a website link that is an essential part of the project.

Provide all passwords or include any necessary information required to view your work sample, such as plug-ins or navigation paths (hyperlinks).

Ensure that the website links or online materials are functional and accessible through, at minimum, September 30, 2023 (the grant funding period). An inoperative link to a website containing your work sample will negatively affect the application. CAH is not responsible for any material outside of the online grant's portal.

## ADDENDUM B: COLOR THE CURB – CURB EXTENSION PROFILES

Applicants must not contact DCPS Central Office or any participating DCPS schools in connection with responding to this RFQ.

<b>School</b>	<b>Address</b>	<b>Intersection 1</b>	<b>Intersection 2</b>
HD Cooke Elementary	2525 17TH STREET NW	17th & Fuller Street NW	17th & Euclid Street NW
Boone Elementary	2200 MINNESOTA AVENUE SE	22nd & Prout Street SE	22nd & Young Street SE
Hendley Elementary	425 CHESAPEAKE STREET SE	Chesapeake & 4th Street	Chesapeake & 6th Street
Miner Elementary	601 15th Street NE	16th & Rosedale Street NE	16th & F Street NE

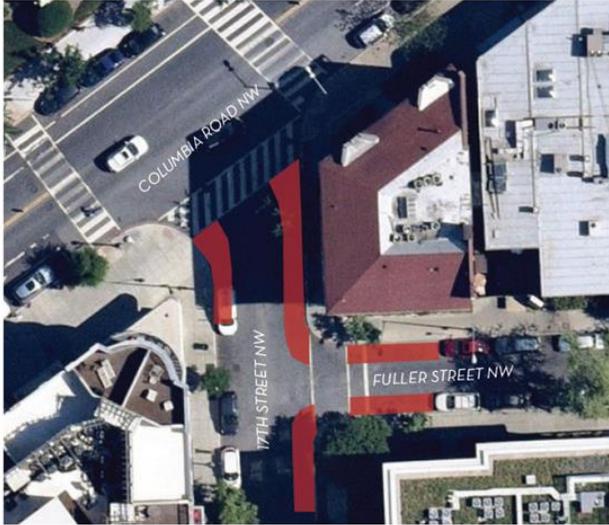
# Site Specifications

## HD Cooke Elementary

2525 17th Street NW  
ANC 1C

## Color the Curb 2023

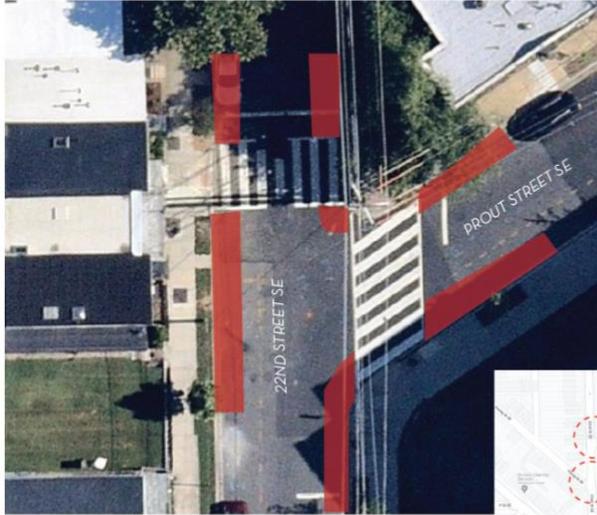
17TH STREET NW & FULLER STREET NW



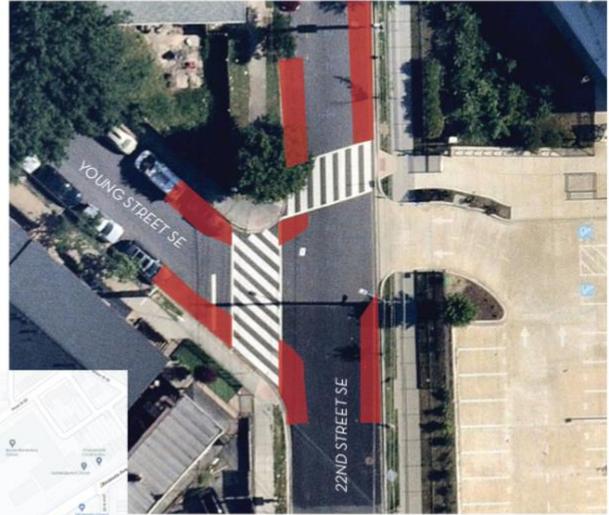
17TH STREET NW & EUCLID STREET NW



22ND STREET & PROUT STREET SE



22ND STREET & YOUNG STREET SE

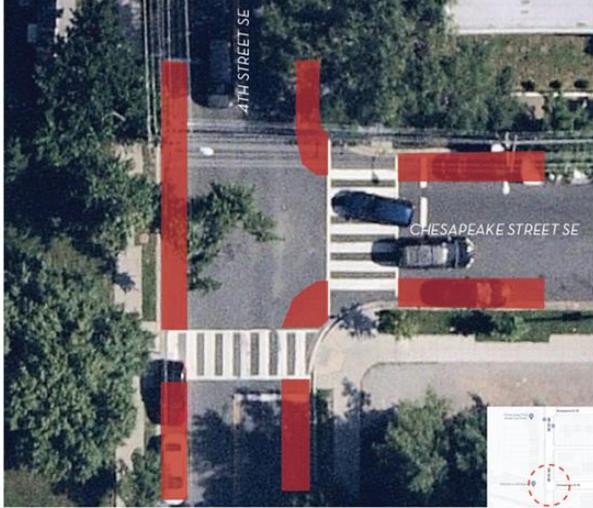


# Hendley Elementary

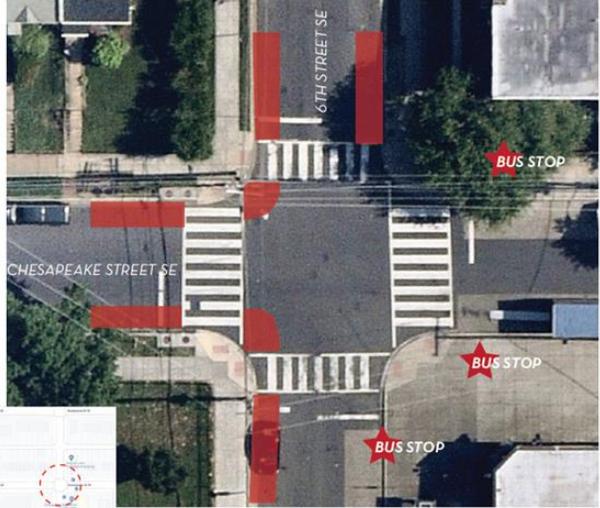
425 Chesapeake Street SE  
ANC 8D

# Color the Curb 2023

CHESAPEAKE STREET & 4TH STREET SE



CHESAPEAKE STREET & 6TH STREET SE

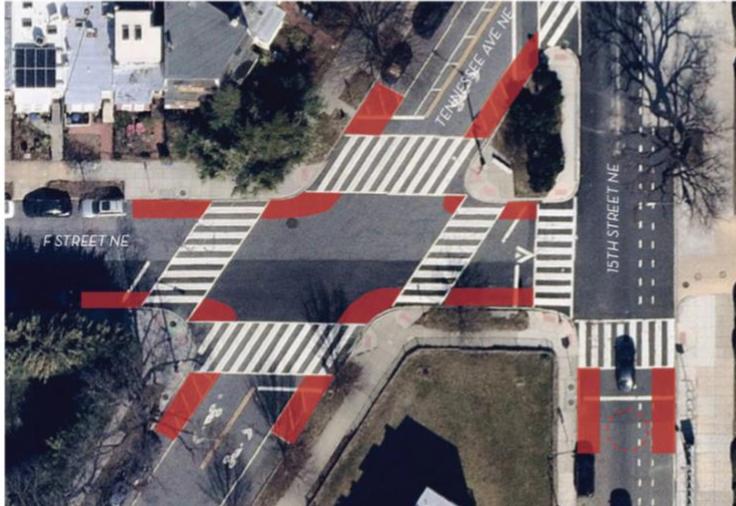


# Miner Elementary

601 15th Street NE  
ANC 6A

# Color the Curb 2023

F STREET & TENNESSEE AVE NE; F STREET & 15TH STREET NE



15TH STREET & TENNESSEE AVE NE

