**NOTICE OF FUNDING AVAILABILITY**

**Mayor’s Office of Returning Citizens Affairs**

**FY 2023 Returning Citizens Access to Jobs Grant**

**Background Information:**

The Mayor’s Office on Returning Citizens Affairs (MORCA) is soliciting grant applications from all qualified District of Columbia businesses and nonprofits with 501(c)(3) status for the **Access to Jobs Grant**. Through this program, MORCA will subsidize funding for **employers to hire up to ten (10) returning citizens who will work up to of** **32.5 hours per week.** An employer application can be to hire any number from one to ten employees.

The subsidization provided by this Grant is for up to two (2) years: MORCA will subsidize 40% of the minimum wage for the first year and MORCA will fund 80% of the minimum wage for the second year. Organizations that participate in this Grant are free to pay more than minimum wage, but MORCA will only provide subsidization at the minimum wage as outlined above.

Furthermore, participating organizations are welcome to hire returning citizens under this grant from more than 32.5 hours per week, but MORCA will not cover costs for fringe benefits or overtime, those costs are the responsibility of the hiring organization. Participating organization seeking to hire District returning citizens beyond the two (2) year grant period are welcome and encouraged to do so but on an unsubsidized basis.

**Target Population:**

The target population for this grant is returning citizens living in the District of Columbia.

**Eligibility Criteria:**

Organization(s) that meet the following eligibility requirements at the time of the application may apply:

1. The organization must be registered with the Mayor’s Office on Returning Citizens Affairs (MORCA) to accept applications for employment from eligible individuals. To register please reach out to the MORCA point of contact listed in this NOFA;
2. The organization must pay eligible individuals at least minimum wage per the District Department of Employment Services’ Office of Wage-Hour (OWH).
3. The organization must pay eligible individuals for a minimum of twenty (20) hours a week for eight (8) weeks in order to participate in this Grant.
4. The organization must be able to comply with following pay structure: For the first year, MORCA will subsidize 40% of the minimum wage and the hiring organization must be able to provide the remaining 60% of the minimum wage. For the second year, contingent on funding, MORCA will subsidize 80% of minimum wage and the hiring organization must be able to provide the remains 20% of minimum wage.
5. The organization must be in good financial standing to cover the unsubsidized wage. (For example, provide a proof of its capacity to pay a minimum wage for the number of employees the organization is seeking to hire in the FY2023);
6. The organization’s principal place of business must be located in the District of Columbia;
7. The organization must conduct all services and programming funded through this grant in the District of Columbia;
8. The organization must be registered in good standing with the DC Department of Consumer & Regulatory Affairs, Corporation Division, (or successor office) and the Office of Tax and Revenue; and
9. The organizations must be and is responsible for compliance with all areas of law and regulation, including labor law, workplace safety, tax law, both federal and District.

For a hiring organization to receive funding under this Grant for the employment of an individual, that individual must:

* Have been previously incarcerated;
* Be a resident of the District of Columbia;
* Have completed a workforce development and life skills program sponsored by an organization with the District of Columbia;
* Have been unemployed for a period of at least three (3) months prior to being hired by the participating employer; and
* Be currently enrolled in a mentoring program specifically for returning citizens that is sponsored by an organization within the District of Columbia.

**Program Scope:**

In FY2023, MORCA’s Returning Citizens Access to Jobs Grant will prioritize grant applications with demonstrated ties or designed to:

* Connect returning citizens to subsided employment opportunities.
* Build workplace skills, work experience and career advancement opportunities for returning citizens;
* Create workplace flexibilities that consider the unique needs and challenges that returning citizens face in the workplace; and
* Offer short term, subsidized positions within organizations that could feasibly be extended into long term, un-subsidized employment.

**Important Dates:**

**Request for Applications**

**(RFA) Release Date:** Monday, February 13, 2023

**Availability of RFA:** The RFA will be posted on the Mayor’s Office of Community Affairs website and the Mayor’s Office on Volunteerism & Partnerships (Serve DC’s) electronic grant clearinghouse which can be access here: <https://communityaffairs.dc.gov/content/community-grant-program>

**Amount of Awards:** Eligible organizations can be awarded up to $ 56,770, 69 for hiring of ten (10) District returning citizens.

**Length of Awards:** Grant awards are for FY 2023 with a possibility of extension through FY 2024, pending funding in FY 2024.

**Performance Period:** April 2023 – September 30, 2023, with a possibility of extension through FY 2024 (October 1, 2024 – September 30, 2025), pending funding in FY 2024.

**Pre-Bidder’s Conference:** Monday, February 20, 2023, from 1:00 pm - 2:30 pm. The pre-bidders conference will be held via WebEx and the registration link can be accessed here:

Join from the meeting link:

<https://dcnet.webex.com/dcnet/j.php?MTID=m345a8e00b167f07fe4d7b3a75109b05f>

Join by meeting number:

Meeting number (access code): 2316 501 8994

Meeting password: mBzDNsSm392

**Application Deadline:** Must be submitted via email at [**morcagrants@dc.gov**](mailto:morcagrants@dc.gov) by Saturday March 4, 2023, at 5:00 PM EST. Application link will be posted with RFA. Please put “FY 23 Access to Jobs Grant – [insert your organization’s name]” in the subject line.

**Point of Contact:** Jordyn Seide, Director of Operations

Mayor’s Office on Returning Citizens Affairs

Phone: 202-802-5946

Email: jordyn.seide@dc.gov

Note: The funds for this program in have been approved by Council for the FY 2023 budget. The continuation of this Grant’s funds in FY 2024, like all grants in the District, are contingent on Council’s approval of the FY 2024 budget.