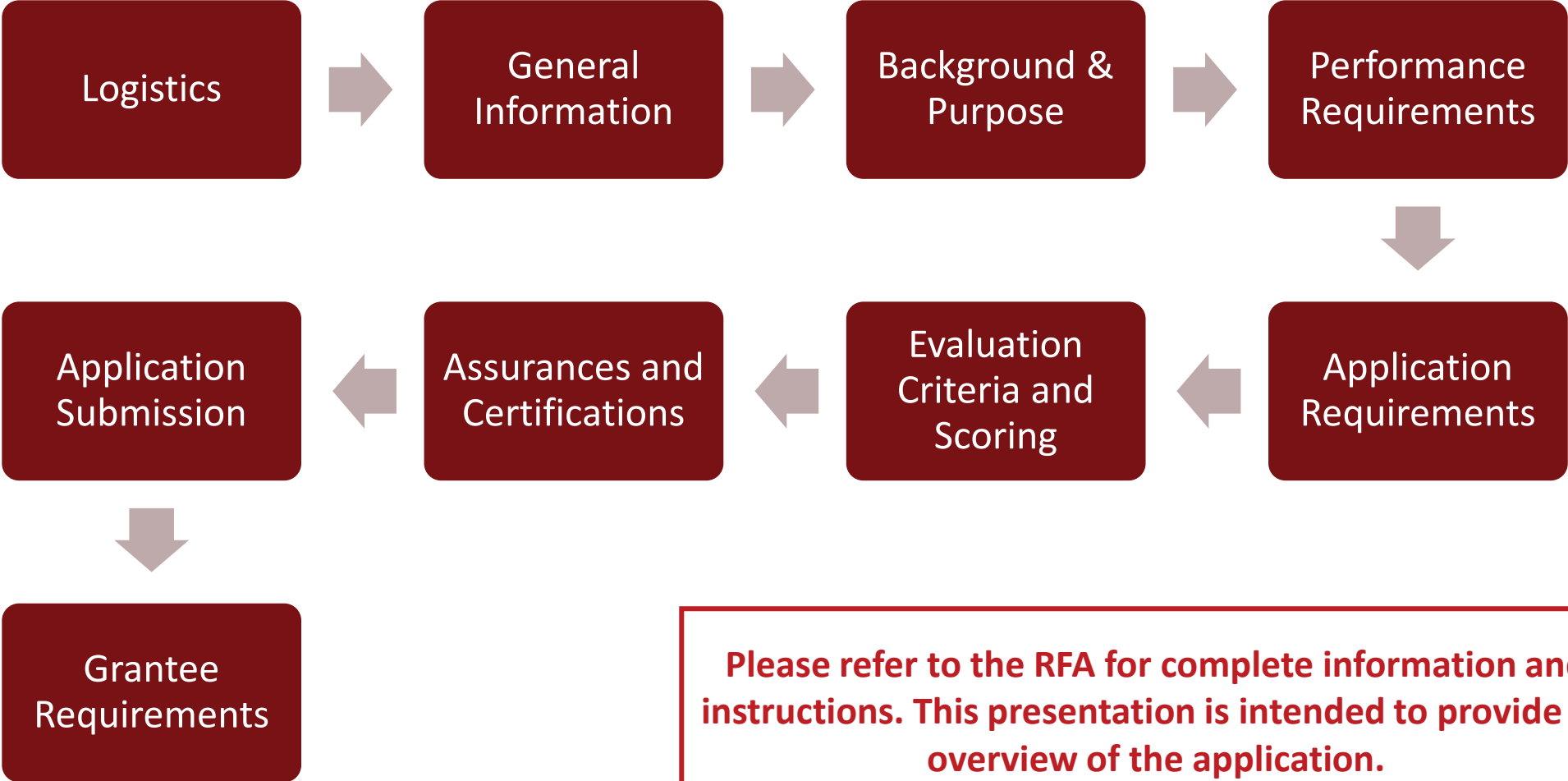


DC Youth Advisory Council

Pre-Application Meeting

July 19, 2022

Pre- Application Conference Overview



Please refer to the RFA for complete information and instructions. This presentation is intended to provide an overview of the application.

Logistics

Virtual Meeting Etiquette

Notes for the operation of the meeting:

- This session is being recorded
- Please remain muted during the presentation
- Please submit all questions during the presentation within the chat and to this email account



Acronyms

Some frequently used acronyms to note:

- **RFA:** Request for Applications
- **CASH:** Child, Adolescent, and School Health
- **DC YAC:** District of Columbia Youth Advisory Council
- **EGMS:** Enterprise Grants Management System
- **NOFA:** Notice of Funding Award
- **CBO:** Community-Based Organization
- **PYD:** Positive Youth Development

About DC Health

Mission: Promote health, wellness and equity across the District, and protect the safety of residents, visitors and those doing business in our nation's capital.

Strategic Priorities:

- Promote a culture of health and wellness
- Address the social determinants of health
- Strengthen public-private partnerships
- Close the chasm between clinical medicine and public health
- Implement data-driven and outcome-oriented approaches to program and policy development

Community Health Administration and CASH

The Community Health Administration (CHA) of the District of Columbia Department of Health (DC Health) promotes healthy behaviors and healthy environments to improve health outcomes and reduce disparities in the leading causes of morbidity and mortality in the District.

The Child, Adolescent and School Health Division (CASH) builds and sustains efforts to improve the quality of health outcomes of children and adolescents within the District of Columbia. CASH aims to enhance protective factors that contribute to a child's ability to transition into a thriving and healthy adulthood.

General Information

Key Dates



Notice of Funding Announcement

June 24, 2022



Request for Application Release Date

July 8, 2022



Pre-Application Meeting Date

July 19, 2022



Application Submission Deadline

August 10, 2022

Funding Information

Funding Amount

\$100,000 per grant year



Funding Period

October 1, 2022 to September 30, 2025

Three (3) Budget Periods

Three 12-month budget periods (October 1, 2022 – September 30, 2023; October 1, 2023 – September 30, 2024; October 1, 2024 – September 30, 2025)

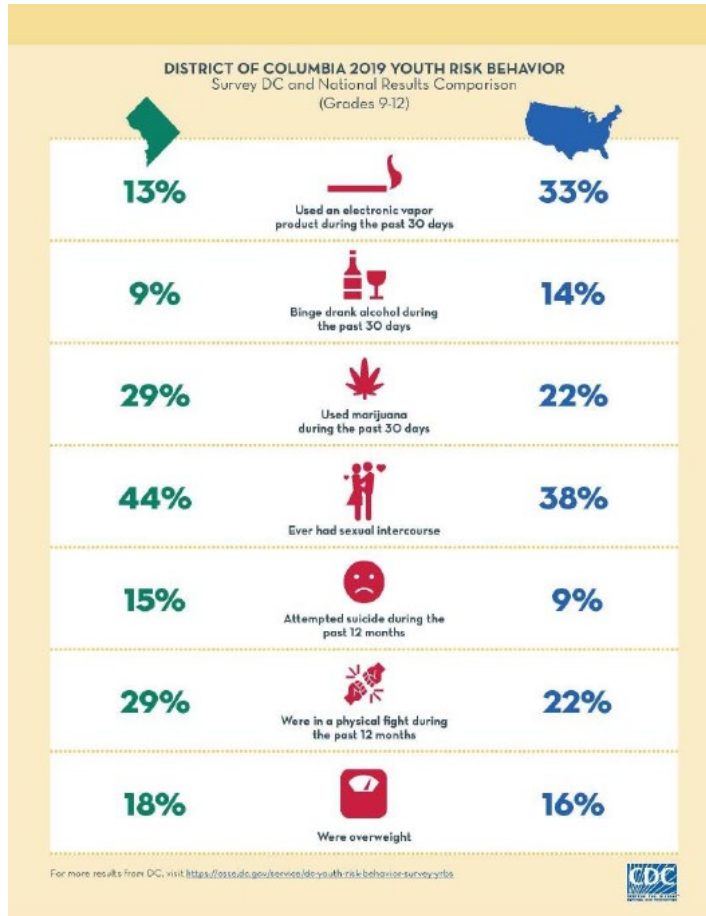
Eligibility

Applicants must:

- Non-profit, community-based organizations are eligible organizations/entities who can apply for grant funds under this RFA.

Background and Purpose

Background: Youth Risk Behavior Survey

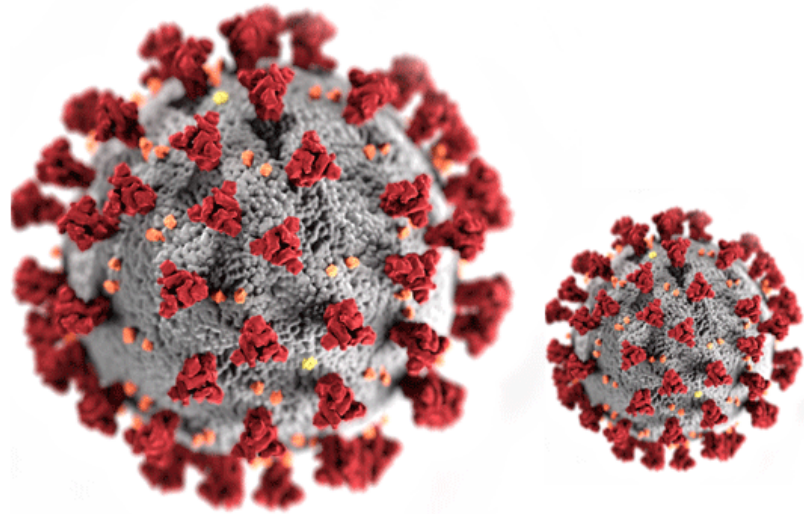


District of Columbia Youth Risk Behavior Survey Results – 2019

Used an electronic vapor product during past 30 days	13%
Binged drank during the past 30 days	9%
Used marijuana during the past 30 days*	29%
Felt sad or hopeless	33%
Attempted Suicide	15%
Ever had intercourse	44%
Did not use any method to prevent pregnancy during last sexual intercourse	21%
Were in a physical fight during the past 12 months	29%
Were overweight	18%

*Note – DC high school students were more likely to report using marijuana in the past 30 days **and** ever using other drugs (inhalants, heroin, methamphetamines, and ecstasy) than high school students nationally

COVID-19 Pandemic's impact on children and adolescents



Greater Risks During the Pandemic

Mental Health

Suicide

Substance Use

Abuse

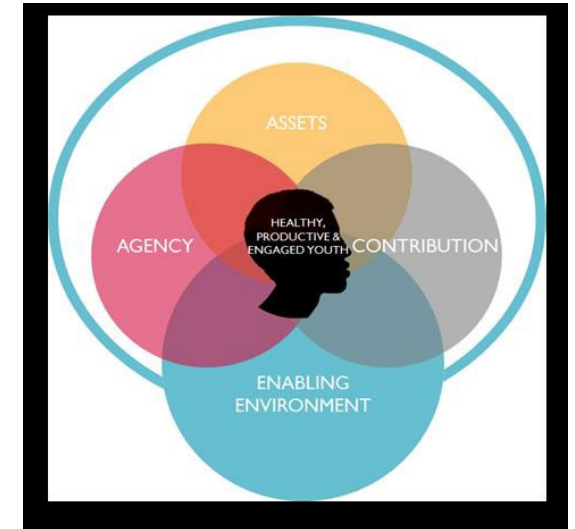
Racism

DC Youth Advisory Council Purpose

1. Design, plan and implement a District of Columbia Youth Advisory Council (DC YAC) that strives to improve the health and overall outcomes of YAC members and targeted youth in the District of Columbia
2. Incorporate the Positive Youth Development (PYD) approach and utilize the DC Health YAC framework
3. Key focus areas of programming: youth mental health, violence, sexual health, and healthy behaviors

Positive Youth Development (PYD)

- PYD approach refers to a broad tactic that aims to build youth's competencies, skills, and abilities to grow and flourish throughout life.
- PYD ensures that youth have the necessary assets (i.e., resources, skills, competencies) to achieve their goals, a sense of agency, are engaged to provide meaningful contributions, and are situated within enabling environments



YAC Framework

- PYD is both a philosophy and an approach to adolescent development. This holistic approach is used as a guide in developing of the DC Health YAC Framework and program activities to ensure the support of healthy, productive, and engaged youth
- Applicants shall design, plan and implement DC YAC activities referencing the five core components
 - Core Component 1: Relationships and Inclusion
 - Core Component 2: Education
 - Core Component 3: Health and Wellness
 - Core Component 4: Leadership and Advocacy
 - Core Component 5: Employment and Entrepreneurship

Performance Requirements

Target Population and Location

- DC YAC members and includes all youth in the District of Columbia that the YAC members will be aiming to educate, inform and possibly recruit to become future YAC members.



- **The grantee must be located** in the District of Columbia and services must be delivered in the following targeted settings:
 - District of Columbia schools,
 - District of Columbia agency offices/headquarters and/or virtual platform
 - Grantee's headquarter location and affiliated offices

Scope of Services



Core Program Logistics



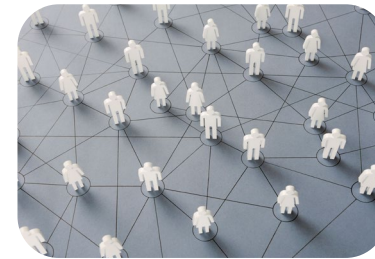
Recruit and retain 30 YAC members aged 14-21



Plan and host YAC meetings



Secure all materials needed for meetings



Expand strategic partnerships and community networks including other youth orgs



Leverage social media to increase the reach and scale of DC YAC activities

Events and Activities



Integrate interactive activities



Plan an educational forum for members and community members



Partner with other youth groups and schools to coordinate learning and service opportunities

Monitoring and Reporting Deliverables

- Attend bi-weekly grantee meetings with DC Health
- Submit an End of Fiscal Year Performance Report and routine reporting to DC Health as needed (e.g., monthly narratives)
- Support data collection activities, including:
 - Responses to evaluation assessments
 - Feedback on workshops/sessions
 - Requests for youth perspectives on initiatives/messaging from DC Health
- Use existing and develop new indicators to best track program goals and objectives

Application Requirements

Eligibility Documents

- Certificate of Clean Hands
- Current Business License
- Current Certificate of Insurance
- Copy of Cyber Liability Policy
- IRS Tax-Exempt Determination Letter
- IRS 990 Form
- Current List Of Board Of Directors, On Letterhead, Signed And Dated By A Certified Official From The Board.
- Assurances, Certification and Disclosures

Proposal Components

- One-page Project Abstract is required
- Project Narrative (15-Page Maximum)
- Work-plan – Attachments in the Clearinghouse
- Budget Table –Attachments in the Clearinghouse
- Budget Justification – Attachments in the Clearinghouse
- Organization Chart
- Staffing Plan
- Evaluation Plan

Further explanation is included in the RFA

Evaluation Criteria and Scoring

Evaluation and Scoring

Section	Maximum Points
Need	10
Implementation	30
Evaluative Measures	20
Capacity	40
Support Requested	Not Scored

Review Process

Pre-Screening Technical Review:

- Completeness, formatting, and eligibility requirements determine if application can advance

External Review Panel:

- Neutral, qualified, professionals score and rank application based on evaluation criteria

Internal Review:

- DC Health program managers review individual and summary recommendations from the external review panel

Post Award Assurances & Certifications

Post-Award Assurances

Required before signing grant agreements

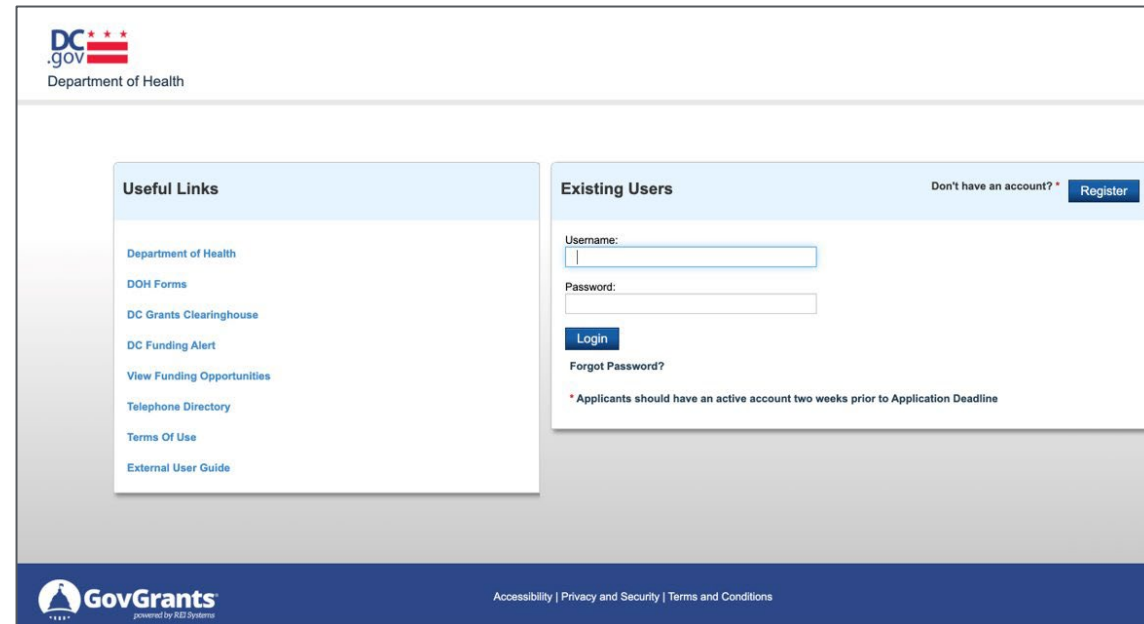
- Certification Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements
- Comprehensive Automobile Insurance, if applicable for organizations that use company vehicles to administer programs for services.
- Certification of current/active Articles of Incorporation from DCRA
- Certificate of Occupancy
- Most Recent Audit and Financial Statements
- Copy of Cyber Policy

Failure to submit the Assurances Package may result in the application being ineligible to sign/execute award agreements.

Application Submission

Application Submission

- **Register for EGMS at least two weeks prior to application deadline** and establish an account for authorized representative
- **Primary Account User** is authorized to submit an application
- **Secondary Account Users** do not have submission privileges but can upload documents and complete forms



The screenshot shows the DC Department of Health GovGrants application submission page. At the top left is the DC.gov logo and "Department of Health". The page is divided into two main sections: "Useful Links" and "Existing Users".

Useful Links:

- [Department of Health](#)
- [DOH Forms](#)
- [DC Grants Clearinghouse](#)
- [DC Funding Alert](#)
- [View Funding Opportunities](#)
- [Telephone Directory](#)
- [Terms Of Use](#)
- [External User Guide](#)

Existing Users:

Don't have an account? * [Register](#)

Username:

Password:

[Login](#)

[Forgot Password?](#)

* Applicants should have an active account two weeks prior to Application Deadline

At the bottom, there is a footer with the GovGrants logo (powered by R2 Systems), and links for Accessibility, Privacy and Security, and Terms and Conditions.

Application Submission

EGMS User Registration Assistance

If you need assistance, contact:

- Jennifer Prats at 202-442-9237 from The Office of Grants Management (doh.grants@dc.gov)

Most common registration issues are:

- Validation of the authorized primary account user
- Wrong DUNS, Tax ID or expired SAM registration
- Web browser

Uploading The Application

All Applications must be submitted through EGMS

1. Eligibility Documents
2. Application Proposal
3. Attachments

Failure to submit ALL the above documents, including mandatory certifications, will result in a rejection of the application from the review process. The application will not qualify for review.

Application Requirements

- Documents requiring signature have been signed by an agency head or AUTHORIZED Representative of the applicant organization.
- The Project Narrative is written on 8½ by 11-inch paper, **1.0 spaced, Arial or Times New Roman font using 12-point type** (*11 –point font for tables and figures*) **with a minimum of one inch margins. The total size of all uploaded files may not exceed the equivalent of 50 pages when printed. Applications that do not conform to these requirements will not be forwarded to the review panel.**
- The application proposal format conforms to the “Proposal Components” listed in the RFA.
- The proposed budget is complete and complies with the budget forms provided in the RFA. The budget narrative is complete and describes the categories of items proposed.
- The proposed work plan and other attachments are complete and comply with the forms and format provided in the RFA.
- Submit your application via EGMS by **6:00pm** on the deadline of **Wednesday, August 10, 2022.**

Grantee Requirements

Grant Terms, Uses and Conditions

- Terms and Conditions
- Grant Uses
- Conditions of Award

Indirect Costs

Costs that are not readily identifiable with a particular project or activity but are required for operating the organization and conducting grant-related activities

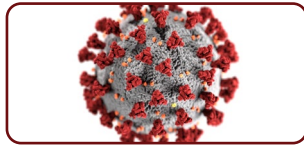
Office of Risk Management

Other Administrative Requirements



Insurance

- Show proof of all insurance coverage required by the Office of Risk Management



COVID-19 Grantee Requirement

- All applicants that receive awards under this RFA are required to ensure that their employees, agents, and sub-grantees (“grantee personnel”) are in compliance with Mayor’s Order 2021-099



Audits

- At any time or times before final payment and three (3) years thereafter, the District may have applicant’s expenditure statements and source documentation audited



Nondiscrimination in the Delivery of Services

- No person shall, on the grounds of race, color, religion, nationality, sex, or political opinion, be denied the benefits of, or be subjected to discrimination under, any program activity receiving funds



Quality Assurance

- Risk-based management & monitoring assessment to establish monitoring plan
- Grantees submit interim and final reports on progress, successes, and barriers





































Thank You!

Thank you for listening and expressing interest in the DC YAC. If you have any further questions, please contact the DC Health YAC Program at

DCHealthYAC@dc.gov

ICON LIBRARY (COLORS EDITABLE)

Request additional icons, if needed

								
Individual	Doctor	Group	Population	Caring	Prescription	Strategy	Partnership	Connections
								
Hospital	Healthcare	Insurer	Location	Tools	Checklist	Technology	Online tools	Solutions
								
Process	Innovation	Goal/target	Complete	Insights	Success/ Excellence	Dollars	Cost	Insights
								
Analytics	Growth Potential	Network	Timing	Research	Results	Live chat	Voice	Features

GEOGRAPHICAL MAP (COLORS EDITABLE)



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In order to visit certain areas of this site, or to use certain services, you may be asked to provide personal information, such as your name, address, or gender. If you are making a payment, we may ask for your credit card number and billing address. If you decline to provide requested information, our ability to serve you may be limited. But you will still be able to visit the site and take advantage of the wealth of information it offers.

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Protection of Personal Information

Your individual identifying information will not be shared, sold, or transferred to any third party without your prior consent, or unless it is required by law. It is available to District web development employees only for the purpose of maintaining the DC.Gov web portal and improving the site visitor experience.

Other Sites

The District of Columbia's privacy policy extends to District government websites only. If you access another organization's website through the [www.dc.gov website](http://www.dc.gov), you should read that organization's privacy policy to determine its website practices.

Note: The District's Affordable Care Act website, DC Health Link, is found at dchealthlink.com. DC Health Link is operated by the DC Health Benefit Exchange Authority (the "Authority"). The DC Health Benefit Exchange Authority's privacy and security policies can be found at hbx.dc.gov/node/716092 and its privacy and security policies for exchange operations can be found at hbx.dc.gov/node/716102.

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The District reserves the right to monitor any content that you provide, but shall not be obligated to do so. Although the District cannot monitor all postings on the Site, we reserve the right (but assume no obligation) to delete, move, or edit any postings that violate these terms and conditions.

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Certain portions of the Site are limited to registered users and/or allow a user to request support or services online by entering personal information. You agree that any information provided to us in these areas will be complete and accurate, that you will not register under the name of, nor attempt to enter the Site under the name of, another person, and that you will not adopt a user name that the District, in its sole discretion, deems offensive.

You must be at least 18 years old to become a registered user or to request support or services online. If you are not at least 18, you will be removed from the registered area(s) and/or denied support or services.

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You specifically agree that you will not utilize email addresses obtained by using the Site to transmit the same or substantially similar unsolicited message to 10 or more recipients in a single day, or 20 or more emails in a single week (consecutive 7-day period), unless doing so is necessary for legitimate business purposes. The District, in its sole discretion, will identify violations of the limitations on email usage set forth in these Terms and Conditions of Use. Violations may result in your removal from registered areas, denial of support or services, or other consequences.

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DC | HEALTH

GOVERNMENT OF THE DISTRICT OF COLUMBIA

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 dchealth.dc.gov

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For more information on the District's COVID-19 response, visit coronavirus.dc.gov