

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Mayor's Office on Latino Affairs



2018 Performance Oversight Hearing

Testimony of
Jackie Reyes-Yanes
Director

Before the

Committee on Government Operations

Council of the District of Columbia

March 9, 2018
Room 412
John A. Wilson Building
1350 Pennsylvania Avenue, NW
Washington, D.C. 20004



1. Please provide the legislative history for the creation of the Office, which includes the following information:

a. The legislative vehicle by which the Office was created (Mayor’s Order, Resolution, or Statute).

- For information about the legislative vehicle by which the Office was created, please refer to the “Latino Community Development Chapter 13,” For more information please click on the following link <https://code.dccouncil.us/dc/council/code/titles/2/chapters/13/>.

b. What powers the Office has been delegated through Mayor’s Order.

- The Mayor’s Office on Latino Affairs has Grant Making Authority. For information about this power see the Grant Making Authority Amendment Act 2010. For more information please click on the following link <https://code.dccouncil.us/dc/council/code/titles/2/chapters/13/>.

c. The legislative vehicle by which the Director was appointed (Mayor’s Order, Resolution, Statute).

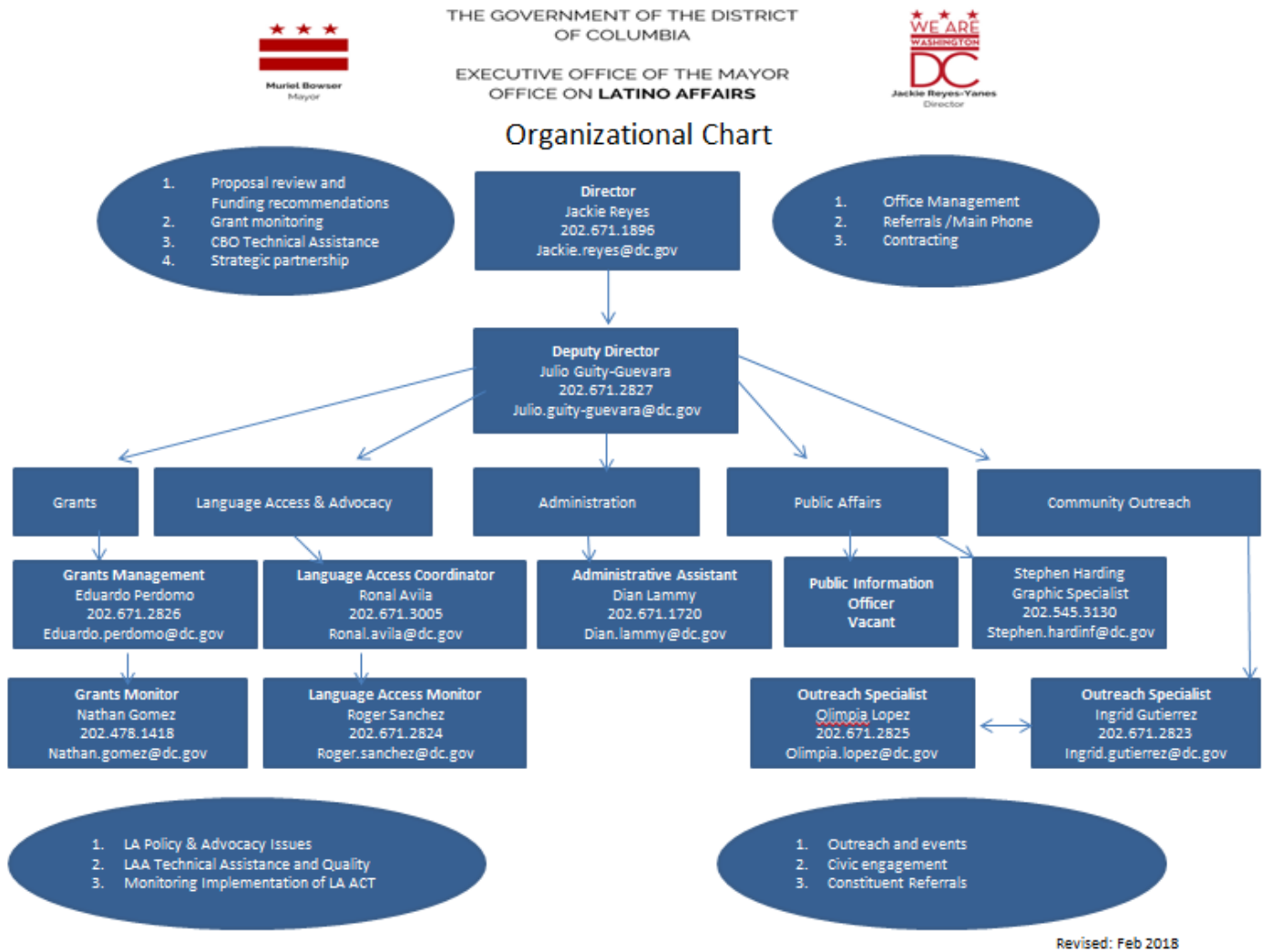
- For information about the legislative vehicle by which the Director was appointed, please refer to Jackie Reyes PR21-0091-Introduction, <http://lims.dccouncil.us/Download/33488/PR21-0091-Introduction.pdf>

2. Please explain the mission of your Office.

The mission of the Mayor’s Office on Latino Affairs (MOLA) is to improve the quality of life of Latino residents of the District of Columbia by addressing a broad range of social and economic needs through strategic management, public and private partnerships, supporting the creation of policies, promoting community relations, civic engagement and community-based grants.



3. Please provide a complete, up-to-date organizational chart for each division within the office, including an explanation of the roles and responsibilities for each division and subdivision.



a. Please provide a narrative explanation of any organizational changes made during the previous year.

- There were no organizational changes made within the Mayor’s Office on Latino Affairs (MOLA)



4. Please provide a complete position listing for your office for fiscal year 2017 to date, including the following information.

- a. Name of employee.**
- b. Title of position.**
- c. Grade, series, and step of position.**
- d. Date employee began.**
- e. Salary and fringe benefits.**
- f. Job status (continuing, term, temporary or contract).**

- For an up-to-date complete position listing for your office for fiscal year 2017 to date, please see the Schedule A tab POH MOLA,

Office on Latino Affairs (BZO)												
Posn Nbr	Title	Name	Hire Date	Vac	Grade	Step	Salary	FTE x Dist	Pay	Reg/Temp	Sal Plan	Budget
00008217	Language Access Monitor (Bilin	Sanchez,Roger E	6/19/2017	F	5	0	57963	1	XS	Reg	XS0001	10/1/2017
00037316	Grants Monitor (Bilingual)	Gomez,Nathan	6/19/2017	F	5	0	60505	1	XS	Reg	XS0001	10/1/2017
00037334	Community Outreach Spec. (Bil)	Gutierrez,Ingrid A.	1/12/2009	F	11	5	64160	1	DS	Reg	DS0087	10/1/2017
00038175	Staff Assistant	Lammy,Dian R	5/30/2017	F	9	1	47185	1	DS	Term	DS0087	10/1/2017
00039864	Language Access & Outreach Spe	Avila Norales,Ronal Ana	8/14/2017	F	6	0	68958	1	XS	Reg	XS0001	10/1/2017
00040280	Grants Management Specialist (Perdomo,Eduardo R	4/18/2016	F	6	0	68958	1	XS	Reg	XS0001	10/1/2017
00040774	Deputy Director	Guity Guevara,Julio	12/28/2015	F	7	0	86659.05	1	XS	Reg	XS0001	10/1/2017
00040906	Director of Latino Affairs	Reyes Yanes,Jakeline M	11/23/2009	F	E1	0	111394.5	1	DX	Reg	DX0000	10/1/2017
00044395	Community Outreach Specialist	Lopez,Olimpia	3/23/2015	F	11	6	65987	1	DS	Reg	DS0087	10/1/2017
00047796	Graphic Designer	Harding,Stephen M	11/14/2017	F	11	5	64160	1	DS	Term	DS0087	10/1/2017
								10				

5. Does the office conduct annual performance evaluations of all its employees? If so, who conducts such evaluations? What steps are taken to ensure that all office employees are meeting individual job requirements?

- The office conducted mid-year performance evaluations for all the employees. The MOLA Director and Deputy Director conduct the evaluations through one-on-one meetings with all staff members.

6. Please provide a list of employees detailed to, or from your office. Provide the reason for the detail, the detailed employee’s date of detail, and the detailed employee’s projected date of return.

- There were no employees detailed to or from the Mayor’s Office on Latino Affairs.

7. Please provide the Committee with:

- a. A list of all employees who receive cellphones, personal digital assistants, or similar communications devices at the Office’s expense.



Equipment Assignment Sheet Mayo'r Office on Latino Affairs (MOLA)-Revised 02/08/2018	
Device(s)	Name
Wireless Phone, IPAD	Jackie Reyes
Wireless Phone	Julio Guity-Guevara
Wireless Phone, IPAD	Nathan Gomez
Wireless Phone, IPAD, Laptop	Ronal Avila
Wireless Phone	Ingrid Gutierrez
Wireless Phone, Laptop	Eduardo Perdomo
Wireless Phone	Roger Sanchez
Wireless Phone, IPAD	Ingrid Gutierrez
Wireless Phone	Stephen Harding
Wireless Phone	Olimpia Lopez

b. A list of all vehicles owned, leased, or otherwise used by the Office and to whom the vehicle is assigned.

MOLA did not own, lease, or otherwise use a vehicle.

c. A list of employee bonuses or special award pay granted in FY17 and FY18, to date.

MOLA did not award any employee bonuses or other special awards in FY17 or FY18, to date.

d. A list of travel expenses, itemized by employee.


During FY 2017 MOLA employees did not have any travel expenses.

e. A list of the total overtime and workman's compensation payments paid in FY17 and FY18 to date.

MOLA did not pay overtime or workman's compensation payments in FY17 or FY18 to date.



8. Please provide a chart showing your office's approved budget and actual spending, by division, for FY17 and FY18 to date. In addition, please describe any variance between fiscal year appropriations and actual expenditures.

		Budgets By Program By Activity By CSG								
		Agency BZ0 - Mayor's Office on Latino Affairs								
		Formulation Year: 2018								
		<i>Source: CF0Solve/BFA</i>								
Comp Source Group	FY 2016 Expenditures	FY 2017 Approved Budget	FY 2018 Mayor's Proposed Budget	Policy Initiatives CC	Cost Savings CC	Technical Corrections - Increase	Technical Corrections - Decrease	FY 2018 District's Proposed Budget	Change from FY 2017	
1000 - AGENCY MANAGEMENT										
1050 - FINANCIAL MANAGEMENT										
0100 - LOCAL FUND										
NON-PERSONNEL SERVICES										
0020 - SUPPLIES AND MATERIALS	0.00	5,000	5,000	0.00	0.00	0.00	0.00	5,000	0.00	
0031 - TELEPHONE, TELEGRAPH, TELEGRAM, ET	3,350	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0040 - OTHER SERVICES AND CHARGES	27,011	1,000	0.00	0.00	0.00	0.00	0.00	0.00	(1,000)	
NON-PERSONNEL SERVICES - Summary	30,361	6,000	5,000	0.00	0.00	0.00	0.00	5,000	(1,000)	
0100 - LOCAL FUND - Summary	30,361	6,000	5,000	0.00	0.00	0.00	0.00	5,000	(1,000)	
1050 - FINANCIAL MANAGEMENT	30,361	6,000	5,000	0.00	0.00	0.00	0.00	5,000	(1,000)	
1090 - PERFORMANCE MANAGEMENT										
0100 - LOCAL FUND										
PERSONNEL SERVICES										
0011 - REGULAR PAY - CONT FULL TIME	184,559	198,054	198,054	0.00	0.00	0.00	0.00	198,054	(1)	
0013 - ADDITIONAL GROSS PAY	10,355	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0014 - FRINGE BENEFITS - CURR PERSONNEL	34,624	48,325	43,572	0.00	0.00	0.00	0.00	43,572	(4,753)	
PERSONNEL SERVICES - Summary	229,538	246,379	241,625	0.00	0.00	0.00	0.00	241,625	(4,754)	
NON-PERSONNEL SERVICES										
0020 - SUPPLIES AND MATERIALS	43,530	20,000	20,000	0.00	0.00	0.00	0.00	20,000	0.00	
0040 - OTHER SERVICES AND CHARGES	98,952	24,598	50,000	0.00	0.00	0.00	0.00	50,000	25,402	
0070 - EQUIPMENT & EQUIPMENT RENTAL	7,428	8,000	5,000	0.00	0.00	0.00	0.00	5,000	(3,000)	
NON-PERSONNEL SERVICES - Summary	149,910	52,598	75,000	0.00	0.00	0.00	0.00	75,000	22,402	
0100 - LOCAL FUND - Summary	379,448	298,978	316,625	0.00	0.00	0.00	0.00	316,625	17,648	
1090 - PERFORMANCE MANAGEMENT	379,448	298,978	316,625	0.00	0.00	0.00	0.00	316,625	17,648	
1000 - AGENCY MANAGEMENT	409,809	304,978	321,625	0.00	0.00	0.00	0.00	321,625	16,648	
1001 - COMMUNITY BASED PROGRAMS										
1012 - GRANTS MANAGEMENT										
0100 - LOCAL FUND										
PERSONNEL SERVICES										
0011 - REGULAR PAY - CONT FULL TIME	90,317	145,421	134,931	0.00	0.00	0.00	0.00	134,931	(10,490)	
0012 - REGULAR PAY - OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0014 - FRINGE BENEFITS - CURR PERSONNEL	18,459	35,483	29,685	0.00	0.00	0.00	0.00	29,685	(5,798)	
PERSONNEL SERVICES - Summary	108,777	180,903	164,615	0.00	0.00	0.00	0.00	164,615	(16,288)	
NON-PERSONNEL SERVICES										
0040 - OTHER SERVICES AND CHARGES	0.00	5,902	10,540	0.00	0.00	0.00	0.00	10,540	4,638	
0050 - SUBSIDIES AND TRANSFERS	1,768,885	1,804,810	2,305,533	0.00	0.00	0.00	0.00	2,305,533	500,723	
NON-PERSONNEL SERVICES - Summary	1,768,885	1,810,712	2,316,073	0.00	0.00	0.00	0.00	2,316,073	505,361	
0100 - LOCAL FUND - Summary	1,877,662	1,991,615	2,480,688	0.00	0.00	0.00	0.00	2,480,688	489,073	
0700 - OPERATING INTRA-DISTRICT FUNDS										
NON-PERSONNEL SERVICES										
0050 - SUBSIDIES AND TRANSFERS	528,092	395,575	200,000	0.00	0.00	0.00	0.00	200,000	(195,575)	
NON-PERSONNEL SERVICES - Summary	528,092	395,575	200,000	0.00	0.00	0.00	0.00	200,000	(195,575)	
0700 - OPERATING INTRA-DISTRICT FUNDS - S	528,092	395,575	200,000	0.00	0.00	0.00	0.00	200,000	(195,575)	
1012 - GRANTS MANAGEMENT	2,405,754	2,387,190	2,680,688	0.00	0.00	0.00	0.00	2,680,688	293,498	
1001 - COMMUNITY BASED PROGRAMS	2,405,754	2,387,190	2,680,688	0.00	0.00	0.00	0.00	2,680,688	293,498	



2001 - ADVOCACY PROGRAM										
2011 - LANGUAGE ACCESS ACTIVITY										
0100 - LOCAL FUND										
PERSONNEL SERVICES										
0011 - REGULAR PAY - CONT FULL TIME	80,876	83,444	132,136	0.00	0.00	0.00	0.00	132,136	48,692	
0012 - REGULAR PAY - OTHER	44,536	48,749	0.00	0.00	0.00	0.00	0.00	0.00	(48,749)	
0013 - ADDITIONAL GROSS PAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0014 - FRINGE BENEFITS - CURR PERSONNEL	18,351	32,255	29,070	0.00	0.00	0.00	0.00	29,070	(3,185)	
PERSONNEL SERVICES - Summary	143,763	164,449	161,206	0.00	0.00	0.00	0.00	161,206	(3,243)	
NON-PERSONNEL SERVICES										
0040 - OTHER SERVICES AND CHARGES	0.00	36,802	42,281	0.00	0.00	0.00	0.00	42,281	5,479	
NON-PERSONNEL SERVICES - Summary	0.00	36,802	42,281	0.00	0.00	0.00	0.00	42,281	5,479	
0100 - LOCAL FUND - Summary	143,763	201,251	203,487	0.00	0.00	0.00	0.00	203,487	2,236	
2011 - LANGUAGE ACCESS ACTIVITY	143,763	201,251	203,487	0.00	0.00	0.00	0.00	203,487	2,236	
2001 - ADVOCACY PROGRAM	143,763	201,251	203,487	0.00	0.00	0.00	0.00	203,487	2,236	
3001 - COMMUNITY RELATIONS AND OUTREACH										
3011 - COMMUNITY INFORMATION EXCHANGE										
0100 - LOCAL FUND										
PERSONNEL SERVICES										
0011 - REGULAR PAY - CONT FULL TIME	133,417	177,563	181,934	0.00	0.00	0.00	0.00	181,934	4,371	
0012 - REGULAR PAY - OTHER	85,804	56,233	60,436	0.00	0.00	0.00	0.00	60,436	4,203	
0013 - ADDITIONAL GROSS PAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0014 - FRINGE BENEFITS - CURR PERSONNEL	49,448	57,046	53,321	0.00	0.00	0.00	0.00	53,321	(3,725)	
0015 - OVERTIME PAY	296	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
PERSONNEL SERVICES - Summary	268,964	290,842	295,691	0.00	0.00	0.00	0.00	295,691	4,849	
NON-PERSONNEL SERVICES										
0040 - OTHER SERVICES AND CHARGES	1,820	14,051	0.00	0.00	0.00	0.00	0.00	0.00	(14,051)	
NON-PERSONNEL SERVICES - Summary	1,820	14,051	0.00	0.00	0.00	0.00	0.00	0.00	(14,051)	
0100 - LOCAL FUND - Summary	270,784	304,893	295,691	0.00	0.00	0.00	0.00	295,691	(9,202)	
3011 - COMMUNITY INFORMATION EXCHANGE	270,784	304,893	295,691	0.00	0.00	0.00	0.00	295,691	(9,202)	
3012 - COMMUNITY PARTNERSHIPS										
0100 - LOCAL FUND										
NON-PERSONNEL SERVICES										
0040 - OTHER SERVICES AND CHARGES	6,925	9,136	0.00	0.00	0.00	0.00	0.00	0.00	(9,136)	
NON-PERSONNEL SERVICES - Summary	6,925	9,136	0.00	0.00	0.00	0.00	0.00	0.00	(9,136)	
0100 - LOCAL FUND - Summary	6,925	9,136	0.00	0.00	0.00	0.00	0.00	0.00	(9,136)	
3012 - COMMUNITY PARTNERSHIPS	6,925	9,136	0.00	0.00	0.00	0.00	0.00	0.00	(9,136)	
3001 - COMMUNITY RELATIONS AND OUTREACH	277,709	314,029	295,691	0.00	0.00	0.00	0.00	295,691	(18,338)	
Overall - Summary	3,237,036	3,207,448	3,501,491	0.00	0.00	0.00	0.00	3,501,491	294,043	



9. Please list any reprogramming, in or out, which occurred in FY17 or FY18 to date. For each reprogramming, please list the total amount of the reprogramming, the original purposes for which the funds were dedicated, and the reprogrammed use of funds.

- For an up-to-date complete list any reprogramming, in or out, which occurred in FY17 and FY18 to date, please refer to the POH MOLA.

FY	Approp Fund	Approp Fund Title	E Date	Object	Comp Object Title	Amount	Purpose / Use of Fund
2017	0100	LOCAL FUND	5/12/2017	409	Contracting Services	200,000.00	Contractual services other
2017	0100	LOCAL FUND	9/18/2017	506	Grants and Gratuities	125,000.00	Community Based programs
2017	0100 Total	LOCAL FUND				325,000.00	
2018	0100	LOCAL FUND	1/26/2018	409	Contracting Services	\$ 200,000.00	Report, office renovation and FTE

10. Please provide a complete accounting for all intra-District transfers received by or transferred from the office during FY17 or FY18 to date.

During FY2017, the MOLA had two projects funded through intra-districts transfers: 1) \$195,575.00 from DOES for Youth Workforce Development; and 2) \$ 200,000 from DHS for Bilingual Health services outreach and enrollment.

During FY2018 the MOLA has received \$30,000 intra-district transfer from the Department of Employment Services (DOES) for promoting employees’ rights as well as their knowledge of the minimum wage act of 2016.

11. Please identify any special purpose revenue accounts maintained by, used by, or available for use by your office during FY17 or FY18 to date. For each account, please list the following:

- a. The revenue source name and code.
- b. The source of funding.
- c. A description of the program that generates the funds.
- d. The amount of funds generated by each source or program in FY17 and FY18 to date.



e. Expenditures of funds, including the purpose of each expenditure, for FY17 and FY18 to date.

MOLA did not maintain or use any special purpose revenue accounts for FY17 or FY18 to date.

12. Did the Office participate in any ethics trainings in FY 2017 and FY 2018 to date?

Yes, MOLA employees participated in FY 2017 and 2018 Ethics, Hatch Act, and Sexual Harassment Prevention trainings.

13. Please provide a list of types and dates of training/information sessions the Office has planned for FY18.

MOLA has planned the following trainings for FY18:

MOLA Staff Trainings	Dates
LGBTQ (Mandatory)	March 31, 2018
Agency Performance Planning	February 7, 2018
GovDelivery E-newsletter Training	April 10, 2018
Contract Admin Training	May 15, 2018
PASS Analysis	January 10, 2018
Microsoft Access	June 15, 2018
Contract Admin Training	June 20, 2018
Ethic Training for New Hires	June 27, 2018
Quality Customer Care Training	July 18, 2018
Microsoft Excel series (I, II, III)	August 15, 2018
Microsoft Project 2010	August 31, 2018

14. What are the top challenges the Office is presently facing?

During FY18, MOLA will work to further enhance its collaborations with other DC government agencies and community-based organizations to mitigate the negative impact of federal immigration policies on Deferred Action for Childhood Arrivals (Dreamers), Temporary Protective Status (TPS) holders, and any other at-risk Latino constituents. Our biggest challenge will be to effectively communicate to the immigrant population our DC values and commitment of continuing to support the provision of vital services to all of them no matter their legal immigration status.



Mayor Bowser has stated that “TPS beneficiaries are residents who came to the United States that today are our friends, colleagues, and neighbors. They are teachers, business owners, and nurses. The lives of thousands of people are at stake, and in Washington, DC, we will continue to fight for, protect, and defend immigrants, many of whom have lived in this country legally for nearly two decades.”

MOLA is constantly partnering with DC government agencies and community-based organizations to create pathways to the middle class and increase the number of Latinos with highly valuable work skills is a challenge that is being tackled via community grants related to workforce development.

MOLA will continue working with the 39 DC agencies’ Language Access Coordinators in the process of hiring more bilingual employees, selection and translation of vital documents, providing interpretation services to Limited English Proficient (LEP) and Non-English Proficient (NEP) constituents and conducting outreach activities to DC residents in order to effectively carry out the implementation of the Language Access Act of 2004.

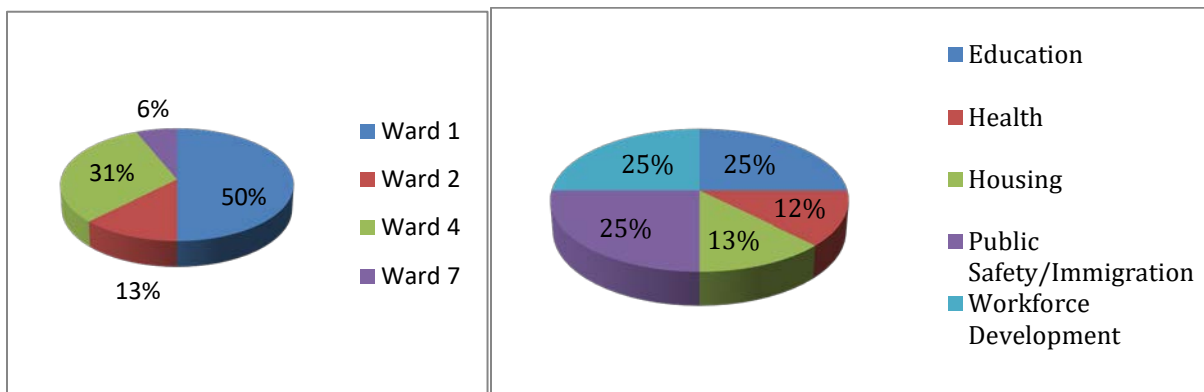
15. What areas (e.g., financial training, procedural training, etc.) do you think the Office needs assistance with?

MOLA is always looking for innovative ways to deliver its message to DC Latino residents. As an outreach agency we have to ensure that vital information is available to our constituents in a culturally and linguistically appropriate format.

16. Please provide a complete list of the Office’s current programs, community events, and initiatives. Include a brief description and general time frame for each item.

See table below for a complete list of the Office’s current programs, community events:

The charts give a percentage breakdown of the events occurring by Ward and Priority:



Organization	Event	Description	Number of Times	Ward
Bancroft Elementary	Saturday Academy	Education	Once a Month	Ward 4
CARECEN	Clases De Ciudadania	Education	3 Times a Month	Ward 1
Catholic Charities	Green Apprenticship Construction Program	Workforce Development	3 Times a Week	Ward 1
Cenaes	Iglesia Sagrado Corazón	Education	Sundays	Ward 1
Dialogue on Diversity	Internet, Data & Privacy Colloquim	Workforce Development	Once A Year	Ward 2
Generation Hope	Hope Conference	Education	Once A Year	Ward 1
GWHCC	Small Business Insurance Matters and Planning for Tax Season Workshop	Workforce Development	1/11/2018	Ward 4
Housing Counseling Services	Reverse Mortgage Refresher Workshop	Housing	Multiple Times a Month	Ward 1
La Clinca Del Pueblo	La Clinica Contigo	Health	Once a Year	Ward 4
LEDC	Credit, Savings, and Small Business Development	Workforce Development	Twice a Month	Ward 1
MOVEIUS	Dance Club	Public Safety	Three Times A Month	Ward 4
Teatro De La Luna	Workshops	Public Safety	Twice A Week	Ward 4
ULS	Home Buying Basic	Housing	Once A Month	Ward 7
Vida Senior Centers	English Class for Beginners	Health	Once A Week	Ward 1
Washington English Center	HOSPITALITY & GUEST SERVICES TRAINING	Public Safety	Twice A Week	Ward 2
Young Playwrights' Theater, Inc.	Silence is Violence: Whose Earth is This, DC?	Public Safety	Once A Year	Ward 1



17. What has the Office done in the past year to make the activities of the Office more transparent to the public? In addition, please identify ways in which the activities of the Office and information retained by the Office could be made more transparent.

During FY17, MOLA released a monthly newsletter that gave the Latino community an opportunity to engage with Mayor Bowser's initiatives, programs and upcoming events. MOLA's Language Access department has delivered 24 jobs, trainings, and community engagement activities newsletters. These newsletters are delivered to approximately 20 thousand Latino residents via social media platforms and text messages.

18. What collaborations, initiatives, or programs have been successful in FY17 and FY18 to date? Why were they successful?

During FY17, MOLA created pathways to the middle class by collaborating with DC Department of Employment Services to help with the recruitment and outreach process of the Summer Youth Employment Program (SYEP). This program was successful because it provided Latino youth ages 14-24 with a safe, positive work environment that will allow youth to develop necessary skills needed to be employable in the future.

During FY17, MOLA collaborated with the Mayor's Office General Counsel to implement the Immigrant Justice Legal Services Grant. This collaboration was very successful because it helped to mitigate the negative impact of federal level immigration policies. Through this program MOLA partnered with community-based organizations, private organizations, associations, and law firms that do legal work for immigrants in Washington. Since launching the program, the Administration has provided one million dollars to organizations that:

- help DC residents convert green cards to citizenship;
- renew DACA applications and work permits for DC residents;
- conduct Know Your Rights briefings and workshops;
- help prepare asylum applications and provide legal representation at hearings for DC residents;
- represent DC residents in deportation proceedings;
- protect financial assets and custody for DC children in the face of potential deportation of parents or guardians;
- help people and businesses conduct affairs through Individual Taxpayer Identification (ITIN) Numbers;
- file any lawsuits that may become necessary to challenging the use of DACA applications for finding or deporting undocumented persons;
- help file applications for S, T, U and Special Immigrant Juvenile visas for DC residents or family members of DC residents; and
- provide legal help for family reunification efforts for families with at least one DC resident.

MOLA collaborated with DC Department of Human Services to oversee the provision of Limited English Proficient/Health Access Project services which provided outreach, information and



assistance to help District residents whose native language is not English to understand the requirements of DHS Economic Security Administration and apply to public assistance. Mary’s Center implemented the program and provided in-depth assistance to 8,8,12 DC residents.

During FY17, MOLA partnered with DC Metropolitan Police Department to organize a series of event for building bridges of trust between the Latino community and MPD. The purpose of this collaboration was to increase MPD cultural awareness while promoting civic engagement among DC Latinos.

In FY18 MOLA hosted a TPS Town Hall to support DC Temporary Protect Status holders. This event was collaboration with the following partners:

DC Government Agency	Community Based Organizations
District Public Schools (DCPS)	Ayuda
Department of Health Benefit Exchange Authority (DCHBX)	Briya Public Charter School
Metropolitan Police Department (MPD)	Catholic Charities
Department of Human Services (DHS)	DC Affordable Law Firm
Department of Employment Services (DOES)	Latin America Youth Center (LAYC)
Office of the State Superintendent of Education (OSSE)	Torture Abolition and Survivors Support Coalition (TASSC)
Department of Motor Vehicle (DMV)	Whitman-Walker Health

19. How does the Office solicit feedback from customers? Please describe.

- a. What has the Office learned from this feedback?**
- b. How has the Office changed its practices as a result of such feedback?**

MOLA conducts surveys and receive visits regularly from the public, including grantees. Information available to the office indicates that beneficiaries of MOLA’s programs are satisfied with the services the office provides. Finally, MOLA receives feedback from the “Ask the Director” option on our official website.

20. Please provide a list of all studies, research papers, and analyses (“studies”) the Office requested, prepared, or contracted for FY17 and FY18 to date. Please state the status and purpose of each study.

The Office of Planning has conducted the following study:

District of Columbia STATE DATA center

Hispanic Heritage Month – September 15 through October 15, 2017 A Brief Look at the District's Hispanic Population

In September 1968, Congress authorized President Lyndon B. Johnson to proclaim National Hispanic Heritage Week, observed during the week that included September 15 and 16. In 1989, Congress expanded the observance to a month-long celebration (September 15 - October 15) of the culture and traditions of those who trace their roots to Spain, Mexico and the Spanish-speaking nations of Central America, South America and the Caribbean. September 15 is the starting point for the celebration because it is the anniversary of independence of five Latin American countries: Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua. In addition, Mexico and Chile celebrate their independence days on September 16 and September 18, respectively.

Note: All data points listed below were obtained from the U.S. Census Bureau Population Estimates 2016 and the 2011 - 2015 and 2016 American Community Survey (ACS) estimates.



21. How many community based grants were awarded in FY 2017?

MOLA awarded 88 Latino Community Development grants in FY 2017



22. How many community based grants have been or will be awarded in FY 2018?

During the first quarter of FY 2018, MOLA has awarded 63 grants.

23. Please list each contract, procurement, lease, and grant (contract) awarded or entered into by your office during FY 2017 – FY 2018 to date. For each contract, please provide the following information where applicable.

- a. The nature of the contracting party.
- b. The nature of the contract, including the end product or service.
- c. The dollar amount of the contract, including the budgeted amount and the amount actually spent.
- d. The term of the contract.
- e. Whether the contract was competitively bid or not.
- f. Funding source.

See Attachment 1

24. Did the Office conduct oversight of the organization to which it awards grants to ensure funds are used as intended? If so, how many oversights?

During FY17, MOLA conducted 88 site visits, one site visit per grant awarded.

25. Of the organizations that received a community-based grant in FY 2017, how many also received community based grants in FY 2018?

55 of MOLA's current grantees received funding under the Latino Community Development Grant FY17.

26. Please describe how an organization is selected to receive a community based grant.

MOLA releases a Notice of Funding Availability (NOFA) informing about the funding opportunity for receiving funds from the Latino Community Development Grant (LCDG). The NOFA provides information regarding the eligibility criteria, program scope, amount to be awarded, funding source and the release date of the Request for Application (RFA). The NOFA is disseminated through the Funding Alert of the DC Office of Partnerships and Grants Services (OPGS), and archived in DC Clearinghouse.

15 Days after releasing the NOFA, MOLA release the RFA comprised with all the requirements and provisions for receiving funding from the LCDG. The RFA is disseminated through the Funding Alert of the DC Office of Partnerships and Grants Services (OPGS), and archived in DC Clearinghouse. Applicants submit their application through the Grants Management Software ZoomGrants.



Applications are reviewed by an external independent review panel that will submit funding recommendations to EOM. The review panel is comprised of qualified individuals selected for their experience in legal services, grant administration, project management, criminal justice, immigration and education.

An internal review panel comprised of the Directors from the Mayor's Office on Asian & Pacific Islander Affairs, the Mayor's Office on Latino Affairs and the Mayor's Office on African Affairs will prepare an assessment that will be submitted to the Grant Advisory Review Board (GARB), after taking under consideration the external independent review panel's recommendations.

Based on the external and internal review panel recommendations, the Mayor's budget priorities, the resources available, and to achieve a balance as to communities served and the goals of the program, GARB will make the final funding decision. The GARB is the Grant Advisory Review Board (GARB), which is comprised of the Mayor's General Counsel, the Director of the Mayor's Office on Community Affairs and the Director of the Office of Partnerships and Grant Services (OPGS). GARB's final funding decisions cannot be contested.

27. Did the Office receive any grants in FY 2017? If so, what was the source and duration of the grant(s), and what was it used to accomplish?

No, MOLA did not receive any grants on FY17.

28. Has the Office sought any grant opportunities in FY 2018?

MOLA continues to explore grant and partnership opportunities.

29. Does the Office ever request internal or external audits to be conducted on the operation of your office as a precautionary tool?

MOLA has not requested an internal or external audit be conducted for the Office. MOLA follows all record keeping and fiscal requirements and will participate in any audits that may be required.

30. What are the Office's goals going forward in FY2018?

MOLA's goals during FY 2018 are to improve the quality of life of the District's Latino residents by addressing a broad range of social and economic needs such as immigration, economic development and job placement. MOLA is committed to protecting DC values such as serving all DC residents no matter their immigration status. Similarly, MOLA will continue monitoring the 39 district government agencies to comply with the Language Access Act and as a result the Latino community will have access to DC government agencies resources in their native language. Finally, through MOLA's partnerships with community based organizations, MOLA will continue to create a pathway to the middle class.

Commission on Latino Community Development



31. Has the Commission on Latino Community Development been active? If so, when was the last meeting?

Yes, the Commission on Latino Community Development has been active. The last meeting of the Commission was on February 15, 2018.

32. In what capacity has the Commission worked with MOLA?

The Commission works with MOLA's director and staff to create a pathway to the middle class.

33. How has the Commission helped enhance the capacity of government agencies and other organizations to secure resources?

Yes, the Commission helped enhance the capacity of MOLA by providing advisory support and conducting cross collaboration activities with grantees and other government agencies.

34. What are your top five priorities for the Commission? Please provide a detailed explanation for how the Commission expects to achieve or work toward these priorities in FY18.

The priorities of the Commission are: 1) Join /Promote Mayoral events; 2) Support IJLS and MOLA's grantees; 3) Continue to spread the word about Language Access and job newsletter.

35. Please provide a list of all current Commission on Latino Community Development vacancies and the estimated timeline to fill those vacancies.

There is one current vacancy at the Commission on Latino Community Development, which we are actively recruiting for, apply at mota.dc.gov.

36. Please describe the training and informational sessions you provide and/or coordinate for the Commission on Latino Community Development? When are these sessions scheduled in FY18?

Upon appointment, members of the Advisory Board receive Ethics, Open Government, and Sexual Harassment Prevention training.

37. What areas (e.g., financial training, procedural training) do you think the Commission on Latino Community Development need the most assistance with?

The MOLA appreciates the Council's continued partnership to make immigrants in the District feel welcomed and valued. We encourage you to continue those efforts.



38. What countries does the membership of the Commission include?

Commission on Latino Community Development include members from Chile, Dominican Republic, Puerto Rico, México, El Salvador and the United States.

