

**COUNCIL OF THE DISTRICT OF COLUMBIA
COMMITTEE ON RECREATION, LIBRARIES, AND YOUTH AFFAIRS
PERFORMANCE OVERSIGHT HEARING
1350 PENNSYLVANIA AVENUE, N.W., WASHINGTON, D.C. 20004**

January 18, 2022

Mr. Delano Hunter
Department of Parks and Recreation
1275 First St NE,
Washington, DC 20002

Dear Mr. Hunter:

The Committee on Recreation, Libraries, and Youth Affairs (“Committee”) will hold performance oversight hearings on agencies under its purview between January 13, 2022, and February 23, 2022. The Department of Parks and Recreation (“DPR”) hearing will be held on **Thursday, January 27, 2022, at noon via a virtual platform**. In addition to your attendance at the hearing, the Committee is sending the following questions for your response.

Please submit your responses by no later than **noon, Tuesday, January 25, 2022**, in Word or Excel format, as applicable, and *minimize the use of attachments*. If you need to discuss any questions, don't hesitate to contact Tracey G. Jackson, PhD, JD, Committee Director, at tgjackson@dccouncil.us or (202) 304-7643.

Questions

1. Please provide a complete, up-to-date organizational chart for the agency and each division within the agency, including the names and titles of all senior personnel. Please include an explanation of the roles and responsibilities for each division and subdivision within the agency.

Answer:

DPR made no changes to its organizational structure in FY21. In FY22 DPR made changes to its organizational structure following the departure of the Agency’s Chief of Staff. The SAFE Office was redistributed back into three separate divisions, with the Investigation Office reporting directly to the agency’s General Counsel. The Urban Park Rangers, Risk Management Division, and the Training and Development Division now report to the Deputy Director of Administrative Services. A list of key personnel and divisions is below, and the DPR organizational chart is included as an attachment.

Director - DPR’s Director serves as the executive leader of the agency, driving DPR's vision, strategies, and accountability.

General Counsel - DPR's General Counsel provides legal advice and services to the Director of DPR and to all other DPR staff concerning the agency's programs and activities. In addition, it houses the Investigations Office.

Agency Fiscal Officer - DPR's Agency Fiscal Officer plans, operates, develops, and monitors DPR's operating and capital budgets, and manages finances for the agency's grants and programs.

Budget & Performance Management - DPR's Budget & Performance Management division evaluates program success and facility satisfaction.

Policy & Legislative Affairs - DPR's Policy & Legislative Affairs Division improves operations through better internal policy and legislation.

Quality Assurance - DPR's Quality Assurance Division conducts legislative and federal compliance monitoring and tracks our metrics required for accreditation.

Training & Development - DPR's Training and Development Division focuses on our RECreator Training Academy to provide employees with free, year-round professional training and other opportunities to advance their careers.

Administrative Services - DPR's Administrative Services Division houses the agency's teams that focus on procurement, support services, food and nutrition, capital planning and design, human resources, risk management, and information technology.

Procurement - DPR's Procurement division ensures the agency's thousands of programs have the proper equipment to operate successfully.

Support Services - DPR's Support Services division includes warehouse services, transportation, and stagecraft, including the Mayor's AV Team.

Food and Nutrition - DPR's Food and Nutrition division oversees the agency's efforts to address food insecurity among DPR patrons, including the administration of the Summer and Afterschool Meals Programs.

Capital Planning and Design - DPR's Capital Planning and Design division oversees and manages all planning, design, and capital improvement efforts for all DPR properties, including recreation/community centers, playgrounds, aquatic centers, parks, skate parks, dog parks, and more.

Human Resources - DPR's Human Resources division manages the human resources components of the agency, including hiring, performance evaluation, and employee grievances. This division on-boards and off-boards over 500 seasonal staffers each summer.

Information Technology - DPR's Information Technology division manages information technology across the agency, including computers, software, projectors, tablets, and smartphones.

Recreation Services - The Recreation Services division houses the agency's teams focused on aquatics, community programs, program operations, and community recreation.

Aquatics - The Aquatics division oversees the management, operations, and programs of DPR's indoor and outdoor pools across the District.

Programs Operations - The Programs Operations division focuses on the registration of DPR programs, the management of DPR's fields and the permitting of DPR spaces to individuals and organizations.

Community Recreation - The Community Recreation division oversees the management and operations of DPR's recreation facilities and parks across the District.

Public Engagement and Strategic Development - The Public Engagement and Strategic Development Division houses the agency's teams that focus on communications, customer care, external affairs, partnerships and development, and roving leaders.

Communications - DPR's Communications Division provides in-house graphic design services, produces digital and print marketing materials, and engages in conversation with the public using social media.

Customer Care - DPR's Customer Care Division provides responsive support to patrons to advance the agency's mission.

External Affairs - DPR's External Affairs Division coordinates and leads community engagement efforts, including work with Advisory Neighborhood Commissions and community groups.

Partnerships and Development - DPR's Partnerships and Development Division solicits, vets, and maintains all partner relationships on behalf of the agency.

Roving Leaders - DPR's Roving Leaders Division works proactively to prevent, neutralize, and deescalate contentious situations involving youth or groups of young people through the development of positive relationships between teens/youth and outreach workers. The Roving Leaders focus building on these relationships to introduce groups to positive recreational programming.

Urban Park Rangers - DPR's Urban Park Rangers Division enhances the customer experience across DPR's parks and recreation facilities by ensuring secure access to these amenities and educating the public on relevant DPR policies that promote a safe and enjoyable experience for all.

Attachment 01. DPR Agency Org Chart

2. Please list each new program implemented by the agency during FY 2021 and FY2022 to date.

For each initiative, please provide:

- A description of the initiative
- The funding required to implement the initiative
- Any documented results of the program

See the attachment below for a list of DPR programs with the requested information.

Attachment 02. DPR Programs FY21

3. Please provide a complete, up-to-date position listing for your agency, ordered by program and activity, and including the following information for each position:

- Title of position
- Name of employee or statement that the position is vacant, unfunded, or proposed
- Date employee began in the position
- Salary and fringe benefits (separately), including the specific grade, series, and step of position
- Job-status (continuing/term/temporary/contract)
- Whether the position must be filled to comply with federal or local law

See the attachment below for the position listings for DPR.

Attachment 03. DPR PFR

4. 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?

Answer:

DPR conducts annual performance evaluations in compliance with Chapter 14 of the District Personnel Manual. The employee's manager creates, completes, and discusses the evaluation tool with the employee. DPR provides training related to performance management, including employee coaching. Managers are responsible for monitoring and coaching employees throughout the year to meet their individual job requirements.

If an employee is not meeting their job requirements, the agency considers placing the employee on a Performance Improvement Plan (PIP). A PIP may be established for 30, 60, or 90 days. After each 30-day interval, a discussion takes place regarding the employee's progress and, if necessary, areas of needed improvement.

5. Please provide the position name, organization unit to which it is assigned, the hourly rate of any contract workers in your agency, and the contracted company.

Answer:

See the attachments below for the requested information on contracted work.

[Attachment 05A. FY21 Contract Workers](#)

[Attachment 05B. FY22 Contract Workers](#)

6. 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.
- b. A list of all vehicles owned, leased, or otherwise used by the Office and to whom the vehicle is assigned.
- c. A list of employee bonuses or special award pay granted in FY21 and FY22, to date
- d. A list of travel expenses itemized by the employee.
- e. A list of the total overtime and workman’s compensation payments paid in FY21 and FY22 to date.

a. Response

[Attachment 06A. DPR Mobile Inventory](#)

Mobile Device	Monthly Costs	Non-Recurring Cost	Service Plan
Smartphone (Verizon)	\$42.99	\$0	450 Min Voice Pooled
Smartphone (AT&T)	\$39.99	\$0	
iPhone X (AT&T)	\$39.99	\$699.99	300 Min Voice Pooled
iPad or Tablet (Verizon)	\$29.99	\$0	\$29.99
iPad or Tablet (AT&T)	\$37.99	\$0	Unlimited Data
iPad or Tablet (Sprint)	\$37.99	\$0	Unlimited Data

Total Mobile Communications Costs (Devices and Service Plans)	
FY20	\$343,248.78
FY21	\$347,929.22

[Attachment 06B. DPR Fleet Inventory](#)

[Attachment 06C. Employee Bonuses or Special Pay Awards](#)

[Attachment 06D. DPR Travel Expenses](#)

[Attachment 06E. DPR Workmans Compensation](#)

7. Please provide a list of each collective bargaining agreement currently in effect for agency employees.

See below for the collective bargaining agreements currently in effect for DPR employees.

[Attachment 07A. AFGE Master Agreement](#)

[Attachment 07B. Compensation CBA](#)

Attachment 07C. Working Conditions

Attachment 07D. 2021 Executive Board for DPR

- Please include the bargaining unit (name and local number), the duration of each agreement, and the number of employees covered.

Answer:

Union: American Federation of Government Employees (AFGE), Local 2741. Please see the attachments listed above for the duration of each agreement. Currently, 437 positions are covered under this collective bargaining agreement.

- Please provide, for each union, the union leader's name, title, and contact information, including e-mail, phone, and address if available.

Answer:

Union: AFGE

President: James Battle

Phone: 202-213-1456

Email: afgelocal2741presbattle@gmail.com

- Please note whether the agency is currently bargaining and its anticipated completion date.

Answer:

The Office of Labor Relations and Collective Bargaining (OLRCB) is leading negotiations for a new collective bargaining agreement. At this time, a new agreement has not been finalized.

8. Please identify all electronic databases maintained by your agency, including the following:

- A detailed description of the information tracked within each system
- The age of the system and any discussion of substantial upgrades that have been made or are planned to the system
- Whether the public can be granted access to all or part of each system.

Answer:

See the attachment below for the requested information on electronic databases maintained by DPR.

Attachment 08. DPR Electrotonic Databases

9. Please describe the agency's procedures for investigating allegations of sexual harassment or misconduct committed by or against its employees. List and describe any allegations received by the agency in FY20, FY21, and FY22, to date, and whether or not those allegations were resolved.

Answer:

DPR follows Mayor's Order 2017-313 and related guidance from the D.C. Department of Human Resources (District Personnel Manual Issuance 2019-21) with respect to the

reporting, investigation, and treatment of sexual harassment allegations in the workplace. All sexual harassment cases are confidential. Therefore, the agency is not able to list and describe each case. There is 1 ongoing sexual harassment complaint and investigation in FY22.

10. Please provide a chart showing your office's approved budget and actual spending, by division, for FY21 and FY22 to date. In addition, please describe any variance between fiscal year appropriations and actual expenditures for each program and activity code.

The revenue report for FY 21 and FY 22 to date is included in the attachment below.

[Attachment 10. Revenue Report](#)

11. Please list the task forces and organizations the agency is a member of and any associated membership dues paid.

Answer:

DPR is a member of the following Task Forces:

- Artificial Turf Working Group
- Urban Forestry Advisory Council
- District of Columbia Commemorative Works Committee
- Pedestrian Advisory Council
- Capital Trails Coalition
- Kingman Island Advisory Group
- DC Bicycle Advisory Council
- DC Flood Task Force

DPR or DPR staff are dues paying members of the following Organizations:

- National Recreation Parks Association (NRPA)
- American Society of Landscape Architects (ASLA)
- American Planning Association (APA)
- Government Alliance for Racial Equity (GARE)
- City Parks Alliance (CPA)

12. Please list any reprogramming, in or out, which occurred in FY21 and FY22 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.

Answer:

See the attachment below for the requested information on reprogramming in FY21 and FY22 to date.

[Attachment 12. Reprogrammings](#)

13. Please provide a complete accounting for all intra-District transfers received by or transferred from the office during FY21 or FY22 to date, including:

- Buyer agency and Seller agency
- The program and activity codes and names in the sending and receiving agencies' budgets
- Funding source (i.e., local, federal, SPR)
- Description of MOU services
- Total MOU amount, including any modifications
- The date funds were transferred to the receiving agency

Answer:

See the attachment below for the requested information on intra-District transfers.

Attachment 13. IntraDistrict Transfers

14. Please provide a list of all MOUs in place during FY21 and FY22 to date that is not listed in response to the question above.

Answer:

DPR's MOUs are captured in our list of IntraDistrict Transfers.

15. What has the agency done to reduce agency energy use in FY21?

Answer:

In FY21, DPR moved forward with projects to replace aging HVAC systems with new, energy-efficient systems at Turkey Thicket Aquatic Center and the Takoma Aquatic Center. The Turkey Thicket HVAC replacement was completed in early FY22. The Takoma Aquatic Center HVAC replacement will be completed in FY22 as well. In addition, DPR is very excited about the upcoming Stead Recreation Center project, which will be our first Net Zero Energy (NZE) facility. Throughout FY21, DPR engaged with a design team and the community to finalize the Stead design. Once constructed, the new facility will produce enough renewable energy to meet its own annual energy consumption requirements, thereby reducing the use of nonrenewable energy in the District. As the first net-zero community center in the District, this facility highlights DPR's commitment to sustainability.

16. Please provide the agency's FY21 Performance Accountability Report.

Answer:

See the attachment below for the requested information on DPR's FY21 Performance Accountability Report.

Attachment 16. DPR FY21 PAR

17. Please provide a list of all projects your agency currently has capital funds available. Please include the following:

- A description of each project, including any projects to replace aging infrastructure (e.g., water mains and pipes)
- The amount of capital funds available for each project
- A status report on each project, including a timeframe for completion

- Planned remaining spending on the project.

Answer:

See the attachment below for the requested information on DPR capital funds.

Attachment 17. DPR Capital Fund Balances

18. Please identify any special purpose revenue accounts maintained by, used by, or available for your office during FY21 or FY22 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 FY21 and FY22 to date.
- e. The expenditures of funds, including the purpose of each expenditure, for FY21 and FY22 to date.

Answer:

See the attachment below for the requested information on special purpose revenue in FY21 and FY22 to date.

Attachment 18. Special Purpose Revenue

19. Please provide a complete accounting of all federal grants received for FY21 and FY22, to date, including the amount, the purpose for which the funds were granted, and, for FY21, the amount of any unspent funds that do not carry over.

DPR did not receive any federal grants in FY21 or FY22 to date.

20. Please identify any legislative requirements that the agency lacks sufficient resources to implement correctly.

Answer:

DPR does not presently have any legislative requirements that it lacks sufficient resources to implement.

21. Please identify any statutory or regulatory impediments to your agency's operations.

Answer:

DPR does not presently have any statutory or regulatory impediments to our operations.

22. Please list all regulations for which the agency is responsible for oversight or implementation. Please list by chapter and subject heading, including the most recent revision date.

Answer:

DPR implements [Title 19](#) of the DCMR § § 700-799. DPR revised § § 716, 717, 719, 720, 723, 725, 729 and 799 on June 10, 2016. The other sections were last revised in part in 1999, 2001, and 2007 in part.

- 700. Operation of Recreation Units
- 701. Reporting Accidents
- 702. Smoking, Drinking, and Gambling
- 703. Responsibility for Government Property
- 704. Reporting Losses, Damage, Hazards
- 705. Reserved
- 706. Recreation Trust Fund
- 707. Revolving Fund, Reimbursements, and Authorization
- 708 to 709. Reserved
- 710. School Facilities Under Agreement with the Board of Education
- 711. Use of School Facilities: Custodial Services
- 712. Use of School Facilities: Commercial Activities
- 713. Use of School Facilities: Other Limitations
- 714. Reimbursement for Heat, Light, and Janitorial Supplies
- 715. Department of Recreation Buildings and Grounds
- 716. Establishment of Fees716. Establishment of Fees
- 717. Priority of Permitted Uses717. Priority of Permitted Uses
- 718. Responsibility for Repairs to Properties
- 719. Establishment of User Fees for the Southeast Tennis and Learning Center and Other Similar Tennis Facilities
- 720. Support for Parks, Facilities, Recreational Activities, and Events
- 721. Repealed
- 722. Repealed
- 723. Recreational Activities
- 724. Residency
- 725. Permits
- 726. Repealed
- 727. Free Meetings for P.T.A., CIVIC, and Citizen Groups
- 728. Responsibility for Use of Facilities and Equipment
- 729. Commercial Activities for the Sale of Goods
- 730. Statement of Purpose
- 731. Dog Parks: General Provisions
- 732. Dog Parks: Application Process
- 733. Dog Parks: Site Guidelines and Specifications
- 734. Dog Parks: Complaints and Enforcement
- 735. Dog Parks: Operating Rules
- 799. Definitions

23. Please explain the impact on your agency of any federal legislation or regulations adopted during FY21 and FY22 to date that significantly affects agency operations or resources.

Answer:

Through the federal American Rescue Plan Act of 2021 (Public Law 117-2), DPR will receive additional funding in FY21-24 to enhance critical DPR initiatives that expand access to Gold Standard recreational programming while advancing the District's efforts to address public safety and the city's COVID-19 recovery. This funding will support DPR program areas such as Boost Camps, Roving Leaders, Access to Late Night Recreation, and FITDC3 to provide residents with additional opportunities to engage in DPR's high-quality programming.

24. Please list and describe any ongoing investigations, audits, or reports on your agency or any employee of your agency, or any investigations, studies, audits, or reports on your agency that were completed during FY21 and FY22 to date.

Answer:

DPR nor its employees were the subject of any investigations, studies, audits, or reports in FY21 and FY22 to date. The OCFO is currently conducting a citywide annual comprehensive financial audit.

25. Please identify all recommendations identified by the Office of the Inspector General, Auditor, or other federal or local oversight entities during the previous 3 years. Please provide an update on what actions have been taken to address these recommendations. If the recommendation has not been implemented, please explain why.

Answer:

The Office of the District of Columbia Auditor issued its report [*D.C. Serves Grab & Go Meals Quickly, Efficiently During COVID-19*](#) on January 11, 2021. In this report, the D.C. Auditor made specific recommendations to the Office of the State Superintendent of Education (OSSE) regarding to-go meal services during the pandemic. These recommendations are:

- OSSE should actively monitor the locations of Grab & Go meal sites to ensure equitable access to meals during public emergencies and unanticipated school closures.
- Monitoring activities should include an evaluation of the walking distance to meal sites and recommendation for meal site locations when disparities are identified.
- OSSE should identify the most effective practices of its meal sponsors in reaching students in need during unanticipated school closures.

While this report does not name DPR and these recommendations do not specify DPR, DPR may take this information into account as it plans its grab and go meal programming.

26. Please list all pending lawsuits that name the agency as a party and provide the case name, court where the claim was filed, case docket number, and a brief description of the case.

Answer:

- Ronald Holassie v. Department of Parks and Recreation, Retaliation, D.D.C. 16-cv-02053.

- Dev Hillman v. Department of Parks and Recreation, Wrongful Termination, OEA Matter No. 1601-0100-16.
- Ai'yinah Ford v. Department of Parks and Recreation, Discrimination, Office of Human Rights, No 18-066-PA.
- Jacoby Griffin v. Department of Parks and Recreation, Office of Human Rights, No No. 20-114-FCRSA

27. Please list all settlements entered into by the agency or by the District on behalf of the agency in FY21 or FY22, to date, including any covered by D.C. Code § 2- 402(a)(3), and provide the parties' names, the amount of the settlement, and if related to litigation, the case name and a brief description of the case. If unrelated to litigation, please describe the underlying issue or reason for the settlement (e.g., administrative complaint, etc.).

Answer:

- J.J. v DPR (grievance) retro pay to correct pay grade. This was resolved in 2021. DPR corrected the employee's paygrade and settled the matter through an internal settlement agreement for retroactive pay.
- D.M. v DPR, December 2021, OEA petition for wrongful discharge. DPR agreed with the employee as to medical/doctor notes overcoming AWOL and settled this matter with the employee, offering 1 month back-pay and rescinding the termination.

28. Please list any administrative complaints or grievances that the agency received in FY21 and FY22, to date, broken down by source. Please describe the process utilized to respond to any complaints and grievances received and any changes to agency policies or procedures that have resulted from complaints or grievances received. To date, for any complaints or grievances that were resolved in FY21 or FY22, describe the resolution.

Answer:

All grievances follow the AFGGE, Local 2741 agreed upon process, which allows for the grievance to be filed at the lowest supervisory level. For non-union employees, employees may file a grievance with the D.C. Department of Human Resources. The grievance is then forwarded to the agency for review and response.

- D.W. v DPR (grievance/arbitration) This claim involves employee's removal for unauthorized use of DPR property. Employee filed a grievance and DPR declined settlement. Employee filed an appeal to PERB in November 2021.

29. In FY 2018, DPR distributed a new Customer Service Handbook to DPR employees and started training the Handbook. How many DPR employees have been trained on this new Handbook, and does DPR have any metrics indicating that DPR customer service has improved in FY21 and FY22 to date?

Answer:

DPR conducts seasonal customer care training/briefings with employees on an annual basis. This training coincides with our Spring and Summer Program Openings. A key element of training is the sharing of updates on programs, services, and operations, and role playing with FAQs in real-life customer situations.

In FY21, 84% of our customers agreed that they had a positive experience at DPR. For context - in FY20, 80% of our customers agreed that they had a positive experience.

In FY22, we are currently revamping our customer survey/feedback strategy and are implementing new strategies for obtaining more detailed customer feedback and measuring customer satisfaction. These new strategies include an automated Customer CARE Survey through our Amazon Web Services System at our Customer CARE Call Center, in which our customers can complete a survey after their visit to a DPR Facility and an In Facility Survey, using a QR Code which customers can scan on the spot for completing a survey.

30. Does DPR foresee further significant reclassifications in the upcoming budget cycle?

Answer:

DPR does not foresee further significant reclassifications in the upcoming budget cycle.

31. Does DPR give preference to DCPS school leagues or teams for the use of their facilities, especially when the league/team's normal facilities are closed for renovations or construction?

Answer:

Yes, DPR gives preference to DC Public Schools (DCPS) and DC Public Charter Schools that request access to DPR's facilities, including when the league or team's normal facilities are closed for renovations or construction. Title 19, Chapter 7 of the DCMR instructs DPR regarding the order of priority for granting permits to use the agency's spaces. DCPS and DC Public Charter Schools place third, just after DPR-sponsored activities and partners with which DPR has a written agreement and before other outside groups. Please see § 717.2 below.

§ 717.2 If more than one (1) applicant is seeking a permit for the same permitted use or equipment at the same time, the Department shall establish the following priority:

- a. Department-sponsored activities;
- b. Non-profit partners such as Programmatic Partners, Park Partners, and Collaborative Partners or designated organizations recognized by the Department in a written agreement;
- c. Athletic programs organized by DCPS, District public charter schools, or the DCSAA for competitive league play and not for intramurals;
- d. Youth non-profit organizations, including schools, principally serving District residents;
- e. Adult non-profit organizations principally serving District residents;

- f. Other organizations, groups, or individuals for private use that are based in the District; and then
- g. Others.

32. In FY21 and FY22 to date, how many times have DPR facilities, including swimming pools, opened late or closed? Please break down by facility and provide the length of each delay and why it occurred.

Answer:

See the attachment below for the requested information, which pertains to aquatics center closings and delays. DPR did not have unscheduled recreation center closings or delays in FY21 or FY22 to-date.

Attachment 32A. Aquatics Center Closings and Delays

- Has the Office for Labor Relations and Collective Bargaining finalized a new collective bargaining agreement to help decrease the number of delayed openings and closures, as recommended by the Committee in its FY20 and FY21 Budget Reports?

DPR continues to work with the Office of Labor Relations and Collective Bargaining (OLRCB) on language for a new agreement, which includes the opportunity for DPR managers to have earlier call-in times for employees to take emergency leave. DPR believes that this policy shift will help eliminate calls after the start of tour-of-duty, which results in late openings. At present, OLRCB is still in the process of finalizing a negotiated contract.

- Has DPR changed its maintenance schedule so that indoor pools are closed for maintenance in the summer rather than the winter so that teams and residents can use the outdoor pools when their normal pools are closed?

DPR works with the Department of General Services (DGS) to provide pool maintenance at our aquatic facilities. The project plan for maintenance closures must be coordinated with DGS to ensure contractor and internal personnel availability. As such, this maintenance activity typically takes place during the Winter season when usage and program enrollment are generally lower. In FY21, DPR did not close facilities for typical annual maintenance given the public health emergency and other constraints. However, there were capital improvements at the Takoma and Turkey Thicket Aquatic Centers. These were aligned to begin when our outdoor pool season kicked off in May 2021. Please note that capital improvements are typically not annual and are subject to change based on contractor and funding availability.

33. What progress did DPR make in FY21 and FY22 to date in preparing necessary updates to DPR's Master Facility Plan? When will the updated Plan be completed?

Answer:

In FY21, DPR continued engaging all District residents with its master planning effort, Ready2Play. To offer an additional engagement opportunity, DPR created a voicemail phone line available 24/7, where customers could call and record their ideas for the plan. In the summer, DPR released an update of the planning progress, which included a report of the Ready2Play Citywide Survey responses and the strategic section of the plan, which consists of the Goals, Strategies, and Actions, and the Equity Framework that will guide the agency for the next 20 years. The Summer Update was an opportunity to inform and collect feedback from our customers, both virtually and in-person, through our website ready2playdc.com and at different summer pop-up events across the city as part of the Back to Summer campaign. The pop-up summer events helped expand the plan awareness to an audience that did not engage virtually during the pandemic. The Ready2Play summer update was also a great exhibition and inter-agency engagement support, as DCPL partnered with DPR to distribute promotional flyers in English and Spanish at all DC public libraries.

In FY22, DPR staff have collected, analyzed, and mapped a significant amount of demographic, site, use, programming, and condition data to identify future opportunities for investment and inform the final recommendation of the Capital Blueprint portion of the Master Plan. Staff have also begun laying out a draft of the complete final document and drafting narrative portions as well as developing these proposed recommendations. It is anticipated that a final draft of the plan will be complete and released for public comment this spring. DPR will be developing a robust engagement strategy for this release. Publication of the final plan is anticipated this summer.

34. Please provide a list of the outstanding maintenance requests for all DPR facilities, including the date each request was submitted.

Answer:

See the attachment below for the requested information on outstanding maintenance requests.

[Attachment 34. Outstanding DGS Maintenance Requests](#)

35. Please provide a cost estimate for opening one recreation center in each Ward on Sundays. Please provide the overall cost estimate, as well as an explanation of the costs, below.

To operate one recreation center in each ward on Sundays, DPR would need an additional \$555,000 annually in salary and fringe costs for existing staff positions. However, to properly implement the expanded hours and ensure the agency is meeting staffing standards, such as the CBA requirement to provide employees with two consecutive days off, DPR would need to hire 40 new FTEs (based on ideal small neighborhood center; size of center will affect range of costs), which would cost an estimated additional \$2.77 million annually.

36. Please provide a list of DPR programming and attendance in FY21 and FY22 to date broken down by Ward, facility, gender, and age group.

[Attachment 36A. FY21 DPR Programming and Attendance](#)
[Attachment 36B. FY22 DPR Programming and Attendance](#)

- What progress has DPR made in developing 2-year site plans for each facility?

DPR has made significant progress in developing more precise plans for facilities. In FY19, DPR classified each facility in the new Community Recreation model with three distinct types of facilities, based on size and capacity. These three types are:

- District Centers: our largest centers with the most amenities
- Community Centers: mid-sized centers with moderate amenities
- Neighborhood Centers: smaller centers with fewer amenities

DPR completed this initiative in FY20 by hiring three regional managers to oversee each of these site categories and reformatted the management structure of the Community Recreation division to better align with this new model.

- How does DPR identify gaps in programming at different DPR facilities?

DPR has adopted the use of an annual program interest survey distributed to all DPR customers in our registration system, as well as publicized on DPR's public website and social media accounts. The survey helps DPR identify program gaps in the existing program landscape and newly developed program needs and trends.

- What are the reasons DPR would cancel or discontinue programming at a DPR facility? Please provide a list of programs that have been discontinued in FY21 and FY22 to date, and give the reason each program was discontinued.

Programs are generally cancelled for low enrollment and/or attendance. DPR reviews enrollment and attendance rates during each registration cycle and will cancel a program if the appropriate registration threshold has not been met.

DPR typically offers many of the same programs at each facility each season and strives to maintain the same level of programs and services throughout the year. Customers generally know which locations they can visit for certain programs and come to expect that those programs will be available. DPR will only discontinue a program offering at a DPR facility if over the course of numerous seasons or years, the program has proven to be unsuccessful and has not had the enrollment necessary to keep the offering at that center.

In FY21 and FY22 to date, DPR continues to adjust its program offerings based on evolving pandemic response regulations.

- To date, what new programming ideas have emerged from the Teen Town Halls and other outreach to teens that DPR has conducted in FY21 and FY22? Have these new programs led to a rise in teen participation in DPR programming?

Due to DPR's Teen Career Camps (partnership with DOES) success and to retain participants, DPR launched its first-ever School Year Internship Program. DPR provided

district high school students, ages 14-24, enrolled in grades 9-12, who were eligible to work in the U.S with work-based learning opportunities during a portion of the school year. Last year, approximately 85-90 youth were assigned to jobs within the Youth Development Division's cultural arts and workforce development programs and provided an opportunity to earn money while gaining meaningful work experience. This opportunity allowed DPR to have an already trained workforce from our Summer Youth Employment Program (SYEP). These participants gained the necessary skillsets, built character, and displayed the commitment for success in today's workforce.

37. How does DPR enforce the nutrition standards and food marketing requirements outlined in the "Department of Parks and Recreation Fee-based Use Permit Authority Amendment Act of 2012"?

Answer:

DPR follows required nutrition requirements set forth by the USDA nutrition standards for Child Nutrition programs and those outlined in the "Department of Parks and Recreation Fee-based Use Permit Authority Amendment Act of 2012." These meal pattern requirements ensure children receive well-balanced, nutritious meals that provide a variety and amounts of food necessary to meet the nutrient and energy needs of children.

38. Please describe improvements made to DPR's online programming database in FY21 and FY22 to date. Can residents now see the availability of DPR's amenities in real-time?

Answer:

Yes, since 2018, residents can view availability of DPR's amenities in real-time online. If a space is available and within the seasonal rotation it will show as such online and, based on the type of facility, customers can either make an immediate purchase or request a reservation for most multipurpose rooms, fields, and courts.

DPR continues to make improvements to our Recreational Management System to make it easier to register for programming and activities online. DPR continues to develop ways to bring our customers through the registration process with unique links to activities. In addition, the customer facing web interface of our Recreational Software has been recently updated, helping customers find the program they are looking for and improving the overall look of the website.

In consideration of the health emergency, DPR continues to find new ways to engage residents and allow public access to our facilities. As such, we have been busy developing new ways to offer programming and services online including offering open events with RSVPs and quick sign-up processes that include information collection for contact tracing. DPR has also fully revised and digitized our check-in process at the recreation centers and pools, instituting a digital scan, check-in, and activity attendance feature at all facilities.

Our new Program Registration and Documentation Office has overseen these administrative tasks for program registration and public entry and has greatly increased DPR's flexibility and ability to implement these initiatives system-wide.

39. Please provide an update on DPR's Greenhouse Cooperative. Where are the greenhouses funded through this program located, and how many are operational? How many residents are participating in programming at each location?

Answer:

During FY21, two of our old greenhouses built in the 1970s remain active: Twin Oaks Garden Greenhouse (at 14th Street and Taylor Street, NW in Ward 4) and Lederer Garden Greenhouse (at 4801 Nannie Helen Burroughs Avenue, NE in Ward 7). During COVID restrictions, the staff and volunteers used these greenhouses to provide hundreds of seedlings for production at Edgewood Rooftop Farm, Kenilworth Garden, Lederer Garden and various community gardens within our inventory. We were able to grow several thousands of pounds of fresh produce to distribute to over a hundred community members throughout the city. A third greenhouse located at Theodore Hagens Recreation Center (at 3201 Fort Lincoln Drive, NE in Ward 5) allowed several nonprofits and schools to grow seedlings for their production sites in exchange for growing free seedlings for DPR programs. A fourth located at the Arboretum Recreation Center (2412 Rand Place, NE in Ward 5) is presently under construction as part of a full site renovation.

40. Discuss DPR's work with the National Park Service (NPS) to develop a streamlined system for transferring underutilized NPS small parks to the District so that they can be better maintained and fully used as community resources. Has DPR explored this recommendation, and what progress has been made, if any?

Answer:

The "John D. Dingell, Jr. Conservation, Management, and Recreation Act" gives the District Government the ability to enter into collaborative management agreements to jointly manage National Park Service (NPS) spaces located in the District to facilitate more effective and efficient operations. DPR has used this new authority to forge a partnership with NPS and the Downtown Business Improvement District (BID) to bring residents a fully revitalized Franklin Park, located in the heart of Washington, in FY21. Additionally, DPR's Ready2Play Master Plan includes NPS properties as part of its evaluation of all assets and facilities in the District and will have related recommendations based on our analysis.

41. Please provide a list of DPR parks with signage and a list of parks with no signage. Signage includes identifying the park as a DPR property and rules for the park. What is the cost of signage?

Answer:

DPR installs signage across its inventory of parks and recreation facilities to include the name of the facility, a list of standard DPR rules, and additional information as applicable. The cost of signage varies by site based on a variety of factors, such as size, type, and market pricing at the point in which the sign was installed.

42. During the COVID-19 pandemic, DPR adopted a virtual format for senior programming, as well as "pop-up parks." How has DPR dealt with senior programming in FY21 and FY22 to date?

Answer:

Due to COVID-19 restrictions, DPR has adapted its senior programming to a virtual format. This virtual programming has allowed DPR to provide equitable programming to all seniors. Programming includes numerous fitness programs, line dancing, book club, and art programming. Since returning to full operations in September 2021, the Seniors Division has continued with adapted virtual programming and in-person operations to expand offerings for seniors that remain at home and for those who are ready to be active in a social facility.

43. How is DPR promoting and growing the community gardens program? How many new community gardens did DPR open in FY21 and FY22 to date?

Answer:

DPR works with local partners to fundraise to build new sites and we advocate at community meetings to include Urban Agriculture features for new DPR Recreation Centers. In FY21, we didn't open any new community gardens due to COVID restrictions and the ongoing capital improvement projects. We continue to explore the opportunity to open several new urban sites in FY22 (new community garden at Congress Heights Recreation Center, new community garden and greenhouse at Arboretum Recreation, renovated gardens at Ferebee Hope Recreation Center, Hardy Recreation Center, Woody Ward Recreation Center, and Fort Greble Community Recreation Center, as well as exploring building a new garden at Rosedale Recreation Center).

In FY21, through a partnership with DC Greens, began the construction of a 3-acre Oxon Run Farm, to deal with food justice and security along that Ward 8 corridor. In FY22, DC Greens will have a grand opening ceremony scheduled for the spring to introduce The Well.

DPR continues to engage with DC residents in diverse ways to promote and expand the Community Gardens Program, including but not limited to educational programming, volunteer hours, events, and garden-to-table demonstrations. Thousands of DC residents have registered for agriculture education series, such as the Urban Gardening 101 course, offered annually and this year going virtual and connecting with more residents across the city. Each year the Urban Gardens Division organizes programs at recreation centers and/or on-site at a DPR community garden to encourage gardening skills and gardener placement in our growing spaces. These opportunities also expand to our Summer Camps as enhancements to our city-wide program, educating children on how to actively grow produce.

In FY21, we launched our Communal Farm Program. Along with the Edgewood Rooftop Farm, we have expanded two sites (Kenilworth and Lederer) to act as city-wide volunteer hubs for residents to learn and practice gardening techniques through our "Growing Guidance Series" and to acquire fresh produce. Other programs, such as the Garden to Table Series and virtual videos, aims to encourage residents to make impactful decisions to alleviate food insecurity in Washington, DC. Events such as the annual Black Growers Month allows us to promote DPR gardens and partners, with the hope to enliven the livelihoods of District residents.

We also successfully started a new program in FY21, launching our very first Food Forest at Edgewood Recreation Center. A food forest is a plant landscape designed to mimic a forest with edible ground cover, vines, shrubs and canopies, further adding food opportunities to the community in a harmonious natural space promoting our green spaces. With the help of staff and

the community, we started the tough work of creating this space and through the success will add another food forest off the Marvin Gaye Trail in FY22 to further promote growing opportunities and techniques that can be duplicated in any natural area.

To join our previously installed mural program at Deanwood Recreation Center, Lederer Youth Gardens, and the Farm at Kelly Miller, we continued the placemaking strategies for our current growing spaces. Sites have vivid murals attached to them to allow them to become better recognizable as a community safe space for residents in Wards 7 and 8. We included a new mural at Edgewood Recreation to be a marker for our first community food forest, symbolizing the space as a positive gathering space, welcoming all residents.

To help elevate the presence of our community gardens, DPR also finalized an official Garden Agreement to streamline garden policies for District residents.

- Does DPR work with DGS to identify District-owned properties that would be suitable sites for community gardens?

Answer:

DPR is part of an interagency working group, consisting of the new Department of Energy and Environment (DOEE) Urban Agriculture Department, Department of General Services (DGS) Portfolio Department, Office of the State Department of Education (OSSE) school garden department, and District Department of Transportation (DDOT) urban forestry to among other initiatives find district own land to build community gardens and farms on. Currently, this interagency working group has approached the National Park Service (NPS) to further garnish land as suitable growing spaces.

44. How has DPR expanded the urban beekeeping program in FY21 and FY22 to date?

Answer:

DPR continues to work with our partner, DC Beekeeper Alliance, to manage over 20 beehives at 7 DPR designated beekeeping sites. DPR still continues to explore other opportunities to expand the program and will be working with the alliance to do so. Expansion efforts were made at both Edgewood Recreation Center and Lederer Gardens. The program will also have an opportunity to expand to the farm at Oxon Run.

45. How many residents participated in the Community Compost Cooperative Network in FY21 and FY22 to date? How many composting sites were established in FY21, and what is the total number of sites? How much organic waste did the program divert from the solid waste stream in FY21?

Answer:

Over 1,000 residents participated in the Community Compost Cooperative Network in FY21. We expanded the network and made renovations at Lederer Gardens and Edgewood Farm. We still actively maintain 46 sites that compost almost 25 tons of organic waste. DPR has suspended its Community Compost Data Collection Pilot Program due the proper funding to support the initiative but continue to support community compost education and awareness.

- Does DPR coordinate with DPW to send some of the leaves collected by DPW to community composting sites?

Answer:

This program remains suspended by DPW.

46. How many meals did DPR serve in FY21 as part of the Summer Food Service Program? How does that compare with the number of meals served in FY20? How many sites did DPR sponsor as part of the program?

Answer:

DPR served 181,477 meals in FY21 as part of the Summer Food Service Program compared to FY20, when only 107,805 meals were served due to the emergency pandemic restrictions. In FY21 the comparison in FY20 shows an increase of 73,672 meals served, the reason attributed to vaccines being available to District residents, providing a safe operating environment. In addition, the USDA provided waivers for the Summer Food Service Program to be able to operate in a flexible environment by allowing two grab and go meal options for breakfast and lunch, non-congregate feeding, and the ability to provide additional meals in advance. All these flexibilities provided sponsors and summer program operators the ability to provide additional meals to increase participation in the Summer Food Service program to children in a safe environment for parents, the public and staff.

- How does DPR work with its food vendor to ensure that the food tastes good and is high quality? Does DPR do any child satisfaction surveys related to the food served through the Summer Food Service Program?

Answer:

DPR works with the food vendor to ensure the food tastes good and maintains a high quality by conducting food tasting events at various sites throughout the District. This information is used for menu planning prior to the summer food program start date. During these events, child satisfaction surveys are conducted. In addition, site visit observations are conducted monthly during the Summer Food Program by site monitors to capture what types of meals are left over and what meals are popular by talking to site staff operating the program. This information is used to assist with planning the menus or implementing changes throughout the Summer Food Service Program. Child satisfaction surveys are conducted by the food vendor throughout the program.

- What challenges do children face in accessing the Summer Food Service Program, and how could DPR's program be improved to reach more children?

Answer:

DPR received feedback from operators that some parents did not feel safe allowing their children to go outside to visit recreation centers or meal sites during the summer due to the ongoing violence in their communities. DPR continues to foster a safe environment at all

our facilities. Through our programming, DPR supports a comprehensive approach to addressing violence through prevention and positive youth engagement.

47. How many children and meals were served at DPR facilities in FY21 and FY22 to date as part of the At-Risk Afterschool Meals Program? How many DPR locations participate in the program? If COVID has impacted these services, when are meals anticipated to be served again?

Answer:

In FY 21, DPR served 4,243 meals as part of the Child Nutrition Food At-Risk Afterschool Meals program at 18 DPR recreation centers providing cold ready to eat lunch packages. These packages included sandwiches or salad meals, fresh fruit and ready to eat vegetables and milk, and were available Monday through Friday at sites that provided afterschool programs. For FY22, DPR is working to procure a new food vendor who will provide hot meals for the Afterschool Meals program.

- Of the meals served through this Program, how many are hot meals, and how many are ready-to-eat snacks (i.e., granola bars)?

Answer:

See answer above.

- How many children participate in afterschool programs at DPR facilities and do not receive meals through the At-Risk Afterschool Meals Program?

Answer:

In FY21, a total of 4,243 children participated in the Afterschool programs at 18 DPR facilities, and only 75 children who participated in these programs declined to receive meals that were available. Feedback from site staff and monitor site visit observations the reason these children declined meals in FY21 because they usually brought their own meals purchased from local fast-food locations. DPR is working to procure a new vendor in FY22 that will provide hot meals and a high-quality variety of meals, and ready to eat snacks for the afterschool meals program.

47. Did the agency participate in any ethics training in FY21 and FY22 to date?

Answer:

In FY21 and FY22 to date, DPR provided ethics training in the following ways:

- During on-boarding DPR gives 1 hour of Equal Employment Opportunity (EEO) and Ethics training for all new staff and managers through the Office of the General Counsel/Ethics Officer.
- On September 13, 2021, DPR provided managers an “ethics refresher segment” as part of the presentation through the Office of the General Counsel/Ethics Officer.

48. Please provide a list of types and dates of training/information sessions the agency has planned for FY22.

Answer:

DPR plans to administer the following to staff in FY22:

- Risk Management & Incident Reporting
- Active Shooter
- Mandatory Reporter
- BEGA Ethics Training
- Leadership Training for Managers
- Project Management Fundamentals
- Reasonable Suspicion
- Various Recreation/Industry Specific trainings.

We are still in the process of finalizing the dates and times for these sessions.

49. What are the top challenges the agency is presently facing, especially during the COVID-19 pandemic?

Answer:

The health and safety of DPR employees and patrons is a top priority for the agency. Working in partnership with Mayor Bowser and DC Health, DPR has implemented necessary public health protocols throughout the course of COVID-19 pandemic, such as modified operations, social distancing, and mask-wearing, to safely execute its mission to provide gold standard recreation programs, services, and facilities. DPR would like to affirm that our agency has everything it needs to provide excellent service to District residents across all eight wards.

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

Answer:

DPR provides employees with ongoing training and support identified through our annual goal setting and performance evaluation cycle, as established by the Department of Human Resources (DCHR). These opportunities are provided through DPR's internal Training and Development Division as well as through our work with DCHR. Additionally, DPR staff stay up to date on industry-specific knowledge and developments through our participation in the National Association for Recreation and Park Association (NRPA). DPR continually assesses the agency's needs and stands ready to issue any training necessary to continue to provide excellent service to our patrons.

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

See the attachment below for the requested information on DPR's programs, community events, and initiatives.

[Attachment 51A. Current DPR Programs](#)

[Attachment 51B. Current Special Events](#)

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

Answer:

DPR takes very seriously its responsibility to serve its constituents as a transparent agency and takes a multi-prong approach to communicating with its diverse base of constituents.

In FY21, DPR sent informational email blasts to a base of approximately 108,000 constituents, providing updates on events, activities, programs, and operations. In FY21, DPR exponentially increased its community engagement hours by 926%, with a total of 472 hours of engagement with our communities, across all eight wards. Key elements of our community engagement strategy include door-to-door, community-based walks, in which we distribute 250-300 flyers to our constituents about DPR programs and activities in specific communities, and our Park Ambassadors share information with our constituents in our outdoor spaces.

DPR has also exponentially expanded the distribution of press releases and other informational content through the Gov Delivery system to approx. 98,000 constituents - this is in addition to the programs, events, and operational updates that are routinely shared through Nixle alerts (text messaging) and social media. In fact, in FY21, the @DCDPR twitter account grew to over 26,000 followers - representing a 15% growth from FY20. Similarly, the @DCDPR Instagram account grew to 10,700 followers, a growth of 10% from FY20.

Through the extension of the DPR.events web platform, DPR introduced independent web sites for several recreational programs. Through these web platforms, DPR offered constituents streamlined programming in a more interactive and user-friendly package. The uptick in online activities led to a surge in DPR's subscribers list, expanding it to over 100,000 emails.

It's also important to note that mass media continues to be an effective outlet for DPR to maintain transparency for its constituents. In FY21, the agency generated over 70 positive mass media placements, which generated over 22.4 million impressions on television media outlets and over 2.4 million impressions online through web and social media. These major media impressions further informed the public of our gold standard recreational offerings.

As the District continues to battle the pandemic, DPR continues to play a critical role in leveling the playing field and ensuring all constituents have access to its programs and services - including FITDC3. To accomplish the increased engagement with this health and wellness program, DPR continues to provide online fitness programming, including meditation and breath work - encouraging a holistic approach to health and wellness.

53. What collaborations, initiatives, or programs have been successful in FY21 and FY22 to date? Why were they successful?

Answer:

DPR has had a long history of partnering with various District communities, nonprofits and business organizations to fulfill its mission of providing quality urban recreation and leisure

services for residents and visitors to the District of Columbia. Successful partnerships include the one with the Musicianship, a Ward 8 non-profit organization that provides music, instrumental and voice instruction to youth ages 6-12. Another great example is DPR's long-standing partnership with the Amala Lives Institute, which utilizes DPR's Kenilworth teaching kitchen to support the National Restaurant Association's SERV Safe Curriculum. Amala Lives' culinary program prepares students to learn the fundamentals of the food service industry, food safety concepts, food production, technology, and the business aptitudes needed to prepare them for entry-level careers. Since FY 21, fourteen students have successfully graduated from the program and have been offered employment opportunities.

Additionally, we are proud to showcase a few partnerships that started in FY21 and have continued into FY22. HoopsForAll, a local non-profit organization in DC, provided DPR with over 2,000 pairs of socks as resources for the Roving Leaders Park & Play citywide Summer activation. Horton's Kids, another non-profit in the District, has been supporting our Barry Farms Recreation Center with tutoring services in our Afternoon Access program for children up to 13 years of age two-days a week. DPR has also been successful with partnering with national organizations such as the National Girl Scouts of America, who have provided craft resources and self-awareness curriculum for girls in a hybrid model of in-person and virtual experiences. Likewise, DPR also partnered with the MCDAWG Foundation, an organization affiliated with the McDonald corporation, who provided four new outdoor backboards, nets and rims for the Turkey Thicket community basketball program.

Lastly, to help students accelerate their learning, DPR worked closely with the Deputy Mayor for Education (DME) to launch Boost Camps. This leading-edge summer learning model incorporates the recreational elements of camps, like swimming and outdoor play, with high-impact tutoring for students in grades Pre-K-8. In FY21, DPR served nearly 700 students through partnerships with 6 DC Public Schools and Public Charter Schools. We are excited to expand Boost Camps to even more students as we scale up the program in FY22.

54. How does the agency solicit feedback from customers? Please describe.
- a. What has the agency learned from this feedback?
 - b. How has the agency changed its practices due to such feedback?

Answer:

DPR solicits feedback from customers by conducting surveys, which allows customers to provide feedback on their DPR experience - from obtaining a permit, to visiting a facility, to attending an event or activity.

What we have learned is that in FY21 - 84% of our customers agreed that they had a positive experience at DPR. For context - in FY20, 80% of our customers agreed that they had a positive experience.

Based on customer feedback, we are consistently evaluating service levels, providing training and guidance to our Customer CARE reps, and implementing new systems to elevate service levels. In fact, we are now preparing to launch new customer survey systems, including an automated

survey through our Customer CARE Call Center and an in-facility survey system, where customers can instantaneously provide feedback on their experience by scanning a QR code.

55. Please provide a list of all studies, research papers, and analyses (“studies”) the agency requested, prepared, or contracted for FY21 and FY22 to date. Please state the status and purpose of each study.

Answer:

In FY21 and FY22 to date, DPR made significant progress on the development of its Ready2Play Master Plan, which includes a comprehensive analysis of the District’s parks and recreation needs. Please see DPR’s response to question 33 for more information about this study.

In FY21, DPR has worked with its partner agency, the Department of General Services, to conduct a feasibility study regarding the Jelleff Recreation Center.

56. How many community-based grants have been awarded in FY21 and FY22 to date?

Answer:

In FY21, DPR’s grantmaking authority was limited to programming for the Fort Dupont Ice Arena and Business Improvement Districts for specific park spaces. As such, DPR did not award any community-based grants in FY21. In FY22, DPR continues to issue a handful of grants for specific purposes as enumerated in the Fiscal Year 2022 Budget Support Act of 2021, for which community-based organizations may apply as their work aligns with the goals of each grant.

Generally, DPR’s operational strategy does not focus on providing direct assistance to community-based organizations through grants. However, DPR is committed to working with community-based organizations through its Partnership and Development Team. This Team works directly with many community-based organizations, nonprofits, and interested parties to provide diverse, high-quality recreational offerings at DPR facilities within our agency’s programmatic infrastructure.

57. How many community-based grants have been or will be awarded in FY21 and FY22 to date?

Answer:

See above.

58. Please list each contract, procurement, lease, and grant (contract) awarded or entered into by your agency during FY21 – FY22 to date. For each contract, please provide the following information where applicable.

- The name of the contracting party
- The nature of the contract, including the end product or service
- The dollar amount of the contract, including the budgeted amount and actually spent
- The term of the contract and renewal options
- Whether the contract was competitively bid or not
- The name of the agency’s contract monitor and the results of any monitoring activity

- Funding source
- List any long-term contracts and how community input is sought regarding the contracts.

Answer:

See the attachment below for the requested information on DPR contracts.

[Attachment 05A and 58A. FY21 Contract Workers](#)
[Attachment 05B. and 58B FY22 Contract Workers](#)

59. Please provide the details of any surplus in the agency’s budget for FY21, including:

- The total amount of the surplus
- All projects and/or initiatives that contributed to the surplus

DPR reflects a surplus in 0100-Local Fund of \$927,716 and 0700-Intra-District Fund of \$489,457. For an understanding of surplus drivers, please refer to the FY21 Actuals for financial performance details by Fund and Program in [Attachment 10. Revenue Report](#).

60. Did the agency conduct oversight of the organization to which it awards grants to ensure funds are used as intended? If so, please describe the oversight?

Answer:

DPR follows its established grantmaking policy when issuing grants, which follows the [Citywide Grants Manual and Sourcebook](#) and the “The Grant Administration Act of 2013,” DC Official Code §1-328.11 et seq. DPR’s grants oversight includes multiple channels to determine evidence of performance, including site visits, records inspection, as well as quarterly and annual reporting.

61. Of the organizations that received a community-based grant in FY21, how many also received community-based grants in FY22?

Answer:

This question is not applicable, as DPR did not award any community-based grants in FY21.

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

Answer:

DPR follows its established grantmaking policy when issuing grants, which follows the Citywide Grants Manual and Sourcebook and the “The Grant Administration Act of 2013,” DC Official Code §1-328.11 et seq.

In accordance with DPR’s grantmaking policy, the agency’s process for selecting grantees and issuing grants is as follows:

Grantmaking involves planning and deliberation. Grant amounts may impact the process. For example, any grants over \$50,000.00 are required to be competed or sole sourced. Grants under \$50,000.00 may be selected on-the-basis of the grant review score.

Except for grant scoring, award and payment, the grant process below shall be implemented through the DPR Office of the General Counsel:

- a. DPR must establish a criteria for the grant and selecting a grantee under the program before the notice of funding is created. Thus, the Agency should first prepare an request for applications including the establish criteria.
- b. A Sole Source grants must be supported by market research and a determination and findings. Thus, DPR is required to perform reliable and well-documented sole source market research for granting a sole source grant.
- c. Notice of Funding Availability (“NOFA”) – A NOFA must be issued by DPR at least 14 days prior to the grant proposal period. The NOFA must include information about the funding, eligibility requirements, grant criteria, and deadlines. A NOFA shall be published in the DC Register. A public Q&A or other support may be provided for potential applicants.
- d. Grants over \$1M are subject to Council approval. This process requires the Office of Policy and Legislative Affairs and EOM review prior to NOFA or Sole Source determinations.
- e. Request for Proposal (“RFA”) An RFA period is provided following the 14-day NOFA announcement. This allows organizations to apply for the funding through their applications. The RFA shall require that all applicants attest to the eligibility requirements under DC Code § 1-328.15 when executing the grant award.
- f. Grant Award- A Grant (or multiple grants) are awarded following the RFA scoring within 45 days of the closing of the grant application process. The grant shall require the grantee to attest to eligibility requirements. Other grant terms shall include performance, payment, monitoring, reporting, and quality control criteria including human rights, safety, and wage and small business and other regulatory compliance.
- g. Grant making records shall be secured by the agency for at least three years.
- h. Grant payments shall be made through the District PASS system through approved DPR grant administrators.
- i. By November 1 of each year, report grantmaking to EOM and Council.

63. Did the agency receive any grants in FY21 or FY22 to date? If so, what was the source and duration of the grant(s), and what was it used to accomplish?

Answer:

DPR’s Tennis Division received a “Grow the Game” grant from the United States Tennis Association (USTA) for \$2,626 to provide free beginner tennis programming to youth and adults. This funding supported a Citywide Tennis Festival in June 2021 and a free Citi Open USTA Team Challenge in July 2021.

DPR’s Capital Projects Division was allotted a budget of \$2,550,094 from the Land and Water Conservation Fund (LWCF), issued by the National Park Service, for land conservation and outdoor recreation projects, which DPR can utilize over the next three years. DPR is in the process of identifying projects to support using these funds. Each project supported by LWCF funding must undergo an additional approval process before receiving funding.

64. What are the agency’s goals going forward in FY22? How have they changed from FY21? Which ones carry over?

Answer:

In FY22, DPR continues to pursue the same goal as FY21—to provide equal and open access to Gold Standard recreational programs, services, and facilities. As always, achieving this goal requires DPR to be responsive to the changing needs of our patrons, implement public health and safety requirements as necessary, and work with our partners at the Department of General Services (DGS) to ensure our facilities are well-maintained and ready for use.

65. How many people used each swimming facility (DPR and DCPS) by month in FY20, FY21 and FY22 to date?

Answer:

See the attachments below for the requested information on swimming facility usage.

[Attachment 65A. Indoor Aquatics Center Attendance FY20](#)

[Attachment 65B. Indoor Aquatics Center Attendance FY21](#)

[Attachment 65C. Indoor Aquatics Center Attendance FY22](#)

[Attachment 65D. Outdoor Pools FY21](#)

Note: DPR did not operate outdoor pools in FY20 due to the COVID-19 public health emergency. DPR outdoor pools were open in FY21 and will resume operations for FY22 on Memorial Day weekend. See the above attachment above for DPR’s FY21 outdoor pool attendance.

66. On average, how many people used each swimming facility (DPR and DCPS) by day of the week in FY20, FY21, and FY22 to date?

Answer:

See the attachment below for the requested information on swimming facility usage.

[Attachment 66A. FY20 Visits by Weekday](#)

[Attachment 66B. FY21 Visits by Weekday](#)

[Attachment 66C. FY22 Visits by Weekday](#)

67. How many people used each DPR recreation facility in FY20, FY21 and FY22 to date?

Answer:

In FY20, DPR served 647,146 individuals in its recreation facilities. Note: Facilities closed due to the COVID-19 public health emergency on March 15, 2020. In FY21, DPR served 481,000, which included our transition from modified operations to our current operational footprint. In FY22 to date, DPR served 144,720 individuals in its recreation facilities.

68. Which recreation programs are offered at each recreation center?

See the attachment below for the requested information on recreation programs.

Attachment 68. DPR Current DPR Programs

69. Provide an update on the Roving Leaders program including their number, primary duties and locations of service.

Answer:

The Roving Leaders are comprised of 34 full-time employees that serve all eight wards. Their primary duties are to prevent violence by facilitating recreation, cultural, and educational programming for youth.