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 4, 2024

Mr. Aly Kaba Mayor's Office of African Affairs 2000 14th St NW Suite 101 Washington, DC 20009

Dear Mr. Kaba:

The Committee on Recreation, Libraries, and Youth Affairs ("Committee") will hold performance oversight hearings on agencies under its purview between Monday, January 15 through Friday, March 1, 2023. The Mayor's Office of African Affairs ("MOAA") hearing will be held **on January 25**th 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 **2:00pm**, **Monday**, **January 22**, **2024**, in Word or Excel format, as applicable, and *minimize the use of attachments*. If you need to discuss any of the questions, please contact Kyle Yeldell, Committee Director, at kyeldell@dccouncil.gov or (202) 417-1046.

Questions

- 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).

Answer: The Mayor's Office on African Affairs (MOAA) was established under the D.C. ACT 16-313.

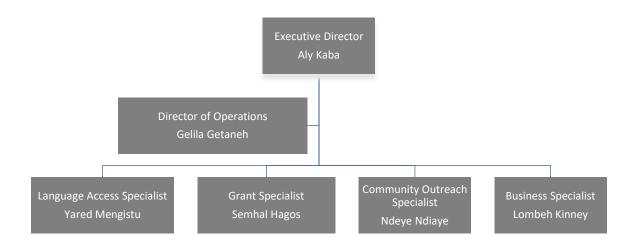
b. What powers the Office has been delegated through the Mayor's Order. c. The legislative vehicle by which the Director was appointed (Mayor's Order, Resolution, Statute).

Answer: The powers of the Office are delegated under D.C. Act 16-313.

2. Please provide the mission of your Office.

Answer: The Mayor's Office on African Affairs' mission is to ensure that African immigrants have access to a full range of information and services offered by the District of Columbia to support their social and economic development. MOAA serves as the primary liaison between the District's African community, District government agencies, and the Mayor to improve the quality of life of the District's diverse African-born constituencies and their children and increase civic and public engagement in the District's African community and strengthen community development.

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 list of all employees (name and title) for each subdivision and the number of vacant positions.

Answer: The Mayor's Office on African Affairs has no vacant positions.

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

Answer:

Aly B. Kaba, Director

- Provides Leadership and Direction to all aspects (Language Access, Outreach, and Grants) of the agency.
- Serves as the Mayor's principal agent in the African Community

- Supports the day-to-day operations of the agency, including training and supervision of staff activities, designating work assignments, setting and adjusting short-term as well as long-term priorities, and preparing schedules for completion of work.
- Assists the Grants Management Specialist in facilitating the MOAA's African Community Grant program.
- Oversees Day to Day operations of the office.
- Responsible for the implementation of the agency's community outreach and engagement to the various African communities
- Participates in and supervises the planning, directing, and coordinating of the general program activities supported by MOAA through community-based organizations.

Gelila Getaneh, Director of Operations

- Oversees Day to Day operations of the office
- Responsible for the implementation of the agency's community outreach and engagement to the various African communities
- Participates in and supervises the planning, directing, and coordinating the general program activities supported by MOAA through community-based organizations.

Yared Mengistu, Language Access Coordinator

- Provides the translation of materials, including Mayor's press releases (as required), outreach materials, and event flyers into Amharic
- Work with Language Access Coordinator on assisting District agencies with technical support and guidance on providing language assistance to African constituents with Limited English Proficiency (LEP)
- Assist with monitoring the performance of DC Government agencies in providing language access
- Participates in community meetings, activities and programs to further the Office's mission and reach
- Coordinates services among District agencies to ensure timely responses to community concerns.

Semhal Hagos, Grants Management Specialist

- Leads the smooth implementation, monitoring, and evaluation of the MOAA's African Community Grant program including coordinating the review of proposals, training grant recipients on financial management and reporting, monitoring reports from beneficiaries to ensure funds were spent in line with the budgets, terms and quality and continuous improvements in systems agreements, and supporting grantees in reaching program goals and objectives
- Conduct researches on external fund opportunities in line with our mission the agency may apply and qualify for

Ndeve Ndiave, Community Outreach Specialist

- Serves as the agency's primary liaison to the various communities, community- and faith-based organizations, and associations
- Participates in community meetings, activities and programs to further the Office's mission and reach

- Serves as a liaison with the District's French speaking African communities and leads outreach activities to support the Mayor's vision.
- Support internal and external communication as PIO and social media management, including Twitter, Instagram and Facebook
- Provides translation and interpretation of outreach materials and publications meant to promote and disseminate pertinent information to the diverse African communities.

Lombeh Kinney, Business Development Specialist

- Serves as the agency's primary liaison to the African Business community in the District
- Participates in business meetings, activities and programs to further the Offices' mission and reach
- 4. Have any roles or responsibilities changed within the staff since the previous year? If so, please list the division and subdivision.

Answer: The Mayor's Office on African Affairs has not had any organizational changes in Fiscal Year 23 (FY23) to date.

- 5. Please provide a complete position listing for your office for FY24 to date, including the following information.
 - a. Title
 - b. Name
 - c. Hire Date
 - d. Grade
 - e. Step
 - f. Salary
 - g. Status

Answer:

Position N	dTitle	Name	Emplid	Empl Rcd	Hire Date	Vacant Status	Grade	Step	Salary	Reg/Temp
00013030	Community Outreach Specialist	Ndiaye,Ndeye Aminata	00123772	0	8/8/2022	F	11	5	73677	Reg
•										
00047433	Director of Operations	Getaneh,Gelila Kenfe	00106629	0	11/26/2018	F	06	0	91865.97	Reg
•										
00094133	Grants Management Specialist	Hagos, Semhal	00112270	0	12/23/2019	F	11	6	75775	Reg
00097478	Language Access Monitor (Bilin	Mengistu,Yared G	00107599	0	3/4/2019	F	11	5	73677	Term
00109988	Public Information Officer	Kinney,Lombeh	00120160	0	11/22/2021	F	05	0	83698.89	Reg

6. 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: The office conducts quarterly performance evaluations for all the employees in the year. MOAA Director and Director of Operations conduct the evaluations through one-on-one meetings, team meetings and training sessions.

7. 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.

Answer: The Mayor's Office on African Affairs has no employees detailed to, or from the office.

- 8. Please provide the Committee with:
 - a. A list of all vehicles owned, leased, or otherwise used by the Office and to whom the vehicle is assigned.

Answer: The Mayor's Office on African Affairs does not have any owned or leased vehicles.

- b. A list of employee bonuses or special award pay granted in FY23 and FY24, to date Answer: The Mayor's Office on African Affairs does not have any employee bonuses or special awards pay granted in FY23 and FY24 to date.
- c. A list of travel expenses itemized by employee.

Answer: The Mayor's Office on African Affairs did not travel in FY23 and FY24, to date.

d. A list of the total overtime and workman's compensation payments paid in FY23 and FY24 to date.

Answer: The Mayor's Office on African Affairs did not have overtime or workman's compensation payments in FY23 and FY24, to date.

9. Please provide a chart showing your office's approved budget and actual spending, by division, for FY23 and FY24 to date. In addition, please describe any variance between fiscal year appropriations and actual expenditures.

	Account Category Description (Parent Level -	Account Group (Parent Level 1)	Account Group (Parent Level 1) Description	• Program •	Program Description	Sum of Initial Budget		Sum of Expenditure	Sum of Available Budget
⊕1010001	☐ PERSONNEL SERVICES	⊕ 701100C	BCONTINUING FULL TIME	⊕500001	AFRICAN AFFAIRS	450,029.46	0.00	92,630.58	357,398.88
		⊕ 701200C	⊞ CONTINUING FULL TIME - OTHERS	⊕ 500001	AFRICAN AFFAIRS	71,579.00	0.00	37,243.22	34,335.78
		⊕ 701400C	⊕ FRINGE BENEFITS - CURR PERSONNEL	⊕500001	AFRICAN AFFAIRS	108,494.55	0.00	33,726.98	74,767.57
	PERSONNEL SERVICES Total					630,103.01	0.00	163,600.78	466,502.23
	■ NON-PERSONNEL SERVICES	⊕ 714100C	⊕GOVERNMENT SUBSIDIES & GRANTS	⊜ 500001	AFRICAN AFFAIRS	145,000.00	69,500.00	54,500.00	21,000.00
	NON-PERSONNEL SERVICES T	otal				145,000.00	69,500.00	54,500.00	21,000.00
Grand Total		11/			59	775,103.01	69,500.00	218,100.78	487,502.23

10. Please list any reprogramming, in or out, which occurred in FY23 or FY24 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: The Mayor's Office on African Affairs did not have any reprogrammed funds in FY23 and FY24, to date.

11. Please provide a complete accounting for all intra-District transfers received by or transferred from the office during FY23 or FY24 to date.

Answer: No intra-District transfers received by or transferred from the office during FY23 or FY24 to date.

- 12. Please identify any special purpose revenue accounts maintained by, used by, or available for use by your office during FY23 or FY24 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 FY23 and FY24 to date.
 - e. Expenditures of funds, including the purpose of each expenditure, for FY23 and FY24 to date.

Answer: The Mayor's Office on African Affairs has no special purpose revenue accounts.

13. For FY23 and FY24 to date, please provide the number of contracts and procurements executed by your agency. Please indicate how many contracts and procurements were for an amount under \$250,000, how many were for an amount between \$250,000-\$999,9999, and how many were for an amount over \$1 million.

Answer: The Mayor's Office on African Affairs has no contracts and procurements for FY23 and FY24 to date.

- 14. Please provide the typical timeframe from the beginning of the solicitation process to contract execution for:
 - a. Contracts and procurements under \$250,000
 - b. Contracts and procurements between \$250,000-\$999,999
 - c. Contracts and procurements over \$1 million

Answer: The Mayor's Office on African Affairs has no contracts and procurements for FY23 and FY24 to date.

15. In cases where you have been dissatisfied with the procurement process, what have been the major issues?

Answer: The Mayor's Office on African Affairs has not encountered any major issues with the procurement process.

16. What changes to contracting and procurement policies, practices, or systems would help your agency deliver more reliable, cost-effective, and timely services?

Answer: The Mayor's Office on African Affairs doesn't recommend any changes.

17. Did the Office participate in any ethics training in FY23 and FY24 to date? Are they taken annually or as requested?

Answer: The Mayor's Office on African Affairs participated in Ethics, Cyber Security, and Sexual Harassment Prevention trainings annually.

18. Please provide a list of types and dates of training/information sessions the Office has planned for FY23 and FY24 to date.

Answer:

MOAA has planned the following training sessions for FY23:

Staff Trainings:

- 1. Communication Strategies in a Virtual Age
- 2. LGBTQ (mandatory)
- 3. Work Smarter, Not Harder: Time Management for Personal & Professional Productivity
- 4. Project Management Essentials
- 5. How to Manage Conflict Effectively
- 6. Ethics Training for New Hires
- 7. Writing for Results

Management Training and Development:

- 1. Personnel Management
- 2. Budget Management
- 3. Communication
- 4. Performance Management
- 19. Please list any new and innovative ways your office is using to collect accurate data as it relates to constituent needs.

Answer: MOAA employs an innovative method for accurate data collection involving face-to-face interviews, surveys, and on-site observations. This approach extends beyond self-reporting, actively seeking feedback from individuals directly serving LEP/NEP clients in non-profits and DC Government agencies. Visits to government service centers, participation in cultural events,

workshops, and collaborations with grantees further contribute to gathering valuable insights for enhancing customer experience and language access

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

Answer: MOAA actively gathers feedback through various avenues:

- Engaging in weekly grassroots outreach efforts, specifically targeting areas with a concentration of African residents and businesses.
- Maintaining ongoing interactions with constituents during our bi-monthly Commission meetings.
- Conducting weekly calls to the MOAA list serve to ensure continuous communication.
- Providing constituents the option to share thoughts and ideas through "Ask the Director" section in MOAA newsletter, emails, or by contacting our office directly, promoting an inclusive and accessible feedback process.
 - a. What has the Office learned from this feedback?

Answer: MOAA has gathered insights indicating that the pandemic intensified challenges faced by African immigrants in accessing care, notably due to the rapid shift to telemedicine. Issues arise from limited English proficiency and a lack of necessary technology, hindering access to care through videoconferencing.

- b. How has the Office changed its practices as a result of such feedback?
- 1. **Answer:** In adapting practices, MOAA is collaborating with OCTO to improve access to resources and supports digital inclusion within the African community. The office now disseminates information to community members about DC government programs and initiatives such as: Tech Together DC, Internet for All and Affordable Connectivity Plan (ACP).
- 21. How does the agency assess whether programs and services are equitably accessible to all District residents?
 - a. What were the results of any such assessments in FY23?

Answer: The Mayor's Office on African Affairs employs several effective strategies to assess and ensure equitable access to programs and services for all District residents:

1. **Multilingual Staff:** The presence of staff members proficient in languages such as Amharic and French is a crucial step toward breaking language barriers. This ensures that African residents with limited or non-English proficiency can access services effectively.

- 2. Language Access Law Compliance: The language access program at MOAA actively monitors and promotes adherence to language access laws in DC government agencies. This ensures that language services are provided to individuals with limited English proficiency, promoting inclusivity and accessibility.
- 3. **Cultural Competence:** By focusing on the linguistic and cultural needs of African residents, the office demonstrates a commitment to cultural competence. This approach fosters trust and understanding, making services more accessible to diverse communities.
- 4. **Outreach with Metropolitan Police Department:** Collaborating with the DC Police African Liaison unit for community engagement reflects a proactive effort to address accessibility issues. By working with law enforcement, the office contributes to creating a safe and accessible environment for all residents.
- **5. Community Outreach:** Engaging with the community directly through outreach programs demonstrates a commitment to understanding the unique needs of residents. This approach allows for continuous feedback, ensuring that services are tailored to meet evolving community requirements.
- **6. Regular Assessment:** Regularly assessing the effectiveness of these initiatives is crucial. Surveys, feedback mechanisms, and data analysis provides us insights into how well programs are reaching and serving our diverse communities, guiding continuous improvement efforts.
- b. What changes did the agency make in FY23 and FY24, to date, or does the agency plan to make in FY24 and beyond, to address identified inequities in access to programs and services?

Answer: In response to identified inequities in access to programs and services, The Mayor's Office on African Affairs has undertaken a series of strategic measures in FY23 and FY24, with ongoing plans for FY24 and beyond. Some key initiatives include:

- 1. Enhanced Language Access
- 2. **Feedback mechanisms**, including surveys and community forums, to actively seek input from residents.
- 3. **Targeted Outreach Programs**: To bridge gaps in awareness and engagement, we've initiated targeted outreach programs. These efforts focus on communities facing barriers to access, ensuring that they are informed about available services and feel encouraged to participate.
- 4. **Program Customization**: We are actively customizing programs to address specific inequities identified in different demographic segments. This approach allows us to tailor interventions and support services based on the unique challenges faced by specific groups within our community.
- c. Does the agency have the resources needed to undertake these assessments? What would be needed for the agency to more effective identify and address inequities in access to agency programs and services?

Answer: Yes, the Mayor's Office on African Affairs has all the resources needed to continue undertaking these assessments.

22. 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.

Answer:

Programs / Initiatives:

- **a.** Consultation and referral services: MOAA offers culturally and linguistically targeted consultation and referrals while addressing constituent inquires and requests related to District government programs and services.
- **b.** Community Outreach: MOAA organizes, facilitates, and participates in a wide range of educational outreach programs designed to ensure that community members are aware of, and gain access to District services and resources.
- **c.** Capacity Building: MOAA works to support and build the capacity of local entrepreneurs, small businesses, and African community-oriented organizations by linking community members with unique opportunities and resources available to them in the district.
- **e.** African Community Development Grant Program: The African Community Grant is intended to fund community-based organizations whose programs provide culturally and linguistically targeted services and resources to the District's African residents and businesses. These programs should reflect the mayor's top priority areas, and the documented needs and priorities of the District's African constituency.
- **d. Youth Engagement Program:** MOAA engages African youth through programs that highlight leadership, employment, civic engagement and participation, and social integration, while providing the platform for interactive discourse on issues pertaining to African youth. **f. Language Access:** In partnership with the OHR office, MOAA collaborates and consults with the Language Access Director (LAD), and other entities, to develop, update, and
- with the Language Access Director (LAD), and other entities, to develop, update, and monitor the implementation of Language Action Plans pursuant to both the provisions found in the LA and the scope of mandates.
- 23. What are the five largest programs, events and/or initiatives that the Office currently hosts? Please detail the number of participants during the past fiscal year. What are the best practices of each that have created the high amount of engagement that they have garnered?

Answer: In FY23 the Mayor's Office on African Affairs hosted the following signature events:

- To celebrate May 25 as Africa Day in Washington DC, The Mayor's Office on African Affairs partnered with the African Union mission to the USA to celebrate the 60th anniversary of the Organization of African Unity/African Union. (100 participants)
- In May 2023, the Mayor's Office on African Affairs, in partnership with District Bridges in Ward 4, hosted the Africa on the Avenue Festival. (300 participants) **Best practice for**

this event was that it had interactive elements, which gave attendees the opportunity to interact with other community members.

- In June 2023, the Mayor's Office on African Affairs, in partnership with the Metropolitan Police Department (MPD) and the Mayor's Office of Community Affairs (MOCA), hosted the annual DC Community Soccer Tournament. (150 participants) Best practice for this event was that there was clear communication in terms of outreach for the event, to attract more audience. In addition, the event was also tailored to meet the specific needs and interests of the target audience.
- In July 2023, the Mayor's Office on African Affairs in partnership with Howard University and IREX, hosted the Young African Leaders ConneXions (YALI) Summit. (300 participants) Best practice for this event was the diverse speakers and perspectives it presented. The Office included a diverse range of speakers and perspectives to ensure that it is a well-rounded and inclusive event. Having leaders and experts in relevant fields has also helped the Office attract a broad audience.
- In July 2023, the Mayor's Office on African Affairs in partnership with Howard University, hosted the YALI Networking event. (100 participants) **Best practice for this event was community building, this event fostered a sense of community among participants by encouraging networking and collaboration.**
- In July 2023, the Mayor's Office on African Affairs in partnership with Howard University, ServeDC and Mayor's Office of Clean City (MOCC), hosted the annual Mandela Day of Service in Ward 8. (100 participants). Best practice for this event was that it had a social impact and community initiative component that attracted participants.
- 24. During the last fiscal year, the Office discussed the implementation of a newsletter to disseminate information. Please update the progress of the newsletter.
 - a. What has the outcome and community engagement rate been with these programs, events, and initiatives?
 - b. What are your plans to always increase the engagement rate?

Answer:

- a. The newsletter implementation has been highly successful, resulting in increased community engagement and awareness of our programs, events, and initiatives. We've experienced positive feedback and a growing readership, indicating a strong impact on disseminating relevant information.
- b. To continually enhance engagement rates, our future plans include diversifying content, incorporating interactive elements, and leveraging targeted marketing strategies. We aim to tailor content to meet the specific needs and interests of our community, ensuring sustained interest and participation in our programs.

25. What collaborations, initiatives, or programs have been successful in FY23 and FY24 to date? How were they successful?

Answer:

In FY23 and FY24, MOAA collaborated on the following initiatives and programs:

To support Mayor Bowser's commitment to public safety in the District, MOAA partnered with the Metropolitan Police Department (MPD) to conduct weekly targeted outreach activities to African businesses, community-based organizations, and residential areas across all eight wards. These outreach activities aim to address the long-term public safety concerns associated with cultural and language barriers, lack of understanding, and fear of law enforcement by some community members. In addition, MOAA distributed over 1000 Private Security Rebate Program Cards

In February 2023, the Mayor's Office on African Affairs in collaboration with Department of Behavioral Health hosted a Mental Health and Wellness summit to address the issues of mental health in African communities.

By providing funding support to local community organizations in FY23, MOAA served over 11,280 residents around immigration, economic and workforce development, health and human services, youth engagement, and the promotion of arts, culture, and humanities.

The MOAA provided policy advice and technical support to over 39 DC government agencies with critical public contacts such as the Department of Employment Services (DOES), the Department of Human Services (DHS), DC Health Link, DC Public Schools (DCPS), Metropolitan Police Department (MPD), D.C. Health (DOH), Department of Energy & Environment (DOEE), and more. And a total of 280 documents were reviewed or translated by the MOAA language access team.

In partnership with DISB, MOAA hosted a free tax resource fair to assist communities with the preparation and filing of taxes.

Our partnership program with the Office of Tenant Rights and the Department of Buildings is a transformative initiative designed to empower tenants and address their concerns effectively. By fostering collaboration between these two crucial entities, we create a streamlined process that ensures tenants can navigate their concerns with confidence and find swift solutions for their needs.

This partnership acts as a comprehensive support system for tenants, offering a range of services tailored to address various issues they may encounter. From resolving maintenance concerns to navigating lease agreements and understanding their rights, the program provides a centralized resource for tenants to seek guidance and assistance.

Furthermore, our partnership program facilitates educational initiatives, empowering tenants with knowledge about their rights, responsibilities, and available resources. Workshops, informational sessions, and online resources are leveraged to ensure tenants are well-informed, enabling them to make informed decisions and take appropriate actions.

In June 2023, MOAA, in partnership with the Metropolitan Police Department (MPD) and the Mayor's Office of Community Affairs (MOCA), hosted the 2023 annual DC Community Soccer Tournament. The goal of this event was to constructively engage and recognize the district's African communities to celebrate Immigrant Heritage Month and build trust and partnerships between MPD and residents in the district. The event attracted over 300 DC African residents.

To celebrate May 25 as Africa Day in Washington DC, MOAA partnered with the African Union mission to the USA to celebrate the 60th anniversary of the Organization of African Unity/African Union.

In June 2023, MOAA partnered with the DCPL to host vendors workshop to assist new and upcoming vendors with the application and regulation changes with DCPL. This workshop was conducted in Amharic, French and Arabic ensuring the inclusion of all African constituents in the District.

26. Please provide a list of all studies, research papers, and analyses ("studies") the Office requested, prepared, or contracted for FY23 and FY24 to date. Please state the status and purpose of each study.

Answer: The Mayor's Office on African Affairs has not requested, prepared, or contracted studies, research papers, and analyses for FY23 and FY24 to date.

27. How many community-based grants were awarded in FY23 and FY24 to date?

Answer:

In FY23, MOAA awarded the 10 nonprofits listed below grants through the African Community Grant program.

- African Women Cancer Awareness Association (\$13,000)
- AsylumWorks (Asylum Seeker Assistant Project) (\$6,000)
- Ethiopian Community Center (\$15,000)
- Kankouran West African Dance Company (\$6,000)
- Mary's Center (\$5,000)
- Multicultural Community Services (\$3,000)
- Renaissance Center for Culture and Education (\$15,000)
- Torture Abolition and Survivors Support International (\$7,000)
- The Dance Institute of Washington (\$3,000)
- Washington English Center (\$2,000)

In FY24, MOAA awarded the 11 nonprofits listed below grants through the African Community Grant program.

• African Women Cancer Awareness Association (15,000)

- Ethiopian Community Center (15,000)
- Mary's Center (15,000)
- Renaissance Center for Culture and Education (15,000)
- Torture Abolition and Survivors Support International (15,000)
- An Open Book Foundation (4,000)
- Columbia Heights Day Initiative DBA District Bridges (15,000)
- Nigerian Center (5,000)
- The Dance Institute of Washington (10,000)
- Uptown Community Initiative (5,000)
- Washington English Center (10,000)
- 28. How many community-based grants have been or will be awarded in FY23 and FY24 to date?

Answer: MOAA awarded 10 community-based grants in FY23 and has awarded 11 community-based grants in FY24.

29. Please list each contract, procurement, lease, and grant (contract) awarded or entered into by your office during FY23 and FY24 to date. For each contract, please provide the following information where applicable.

FY	23				
#	Organization	Contracted Amount	Funding Source	Term of Contract	Competitively bid?
1	African Women's Cancer Awareness Association	\$15,000.00	Local	1 Year	Yes
2	Asylum Works	\$9,000.00	Local	1 Year	Yes
3	Ethiopian Community Center	\$15,000.00	Local	1 Year	Yes
4	KanKouran	\$10,000.00	Local	1 Year	Yes
5	Mary's Center for Maternal and Child Care Inc	\$10,000.00	Local	1 Year	Yes
6	Multicultural Community Service	\$3,000.00	Local	1 Year	Yes
7	Renaissance Center for Culture and Education	\$15,000.00	Local	1 Year	Yes
8	Torture Abolition and	\$9,000.00	Local	1 Year	Yes

	Survivors Support Coalition International				
9	The Dance Institute of Washington	\$3,000.00	Local	1 Year	Yes
10	Washington English Center	\$2,000.00	Local	1 Year	Yes

FY	24				
		Contracted	Funding	Term of	Competitively
#	Organization	Amount	Source	Contract	bid?
1	African Women's Cancer Awareness Association	\$15,000.00	Local	1 Year	Yes
2	An Open Book Foundation	\$4,000.00	Local	1 Year	Yes
3	Ethiopian Community Center	\$15,000.00	Local	1 Year	Yes
4	Nigerian Center	\$5,000.00	Local	1 Year	Yes
5	Mary's Center for Maternal and Child Care Inc	\$15,000.00	Local	1 Year	Yes
6	District Bridges	\$15,000.00	Local	1 Year	Yes
7	Renaissance Center for Culture and Education	\$15,000.00	Local	1 Year	Yes
8	Torture Abolition and Survivors Support Coalition International	\$9,000.00	Local	1 Year	Yes
9	The Dance Institute of Washington	\$10,000.00	Local	1 Year	Yes

10	Washington	\$10,000.00	Local	1 Year	Yes
	English Center				
11	Uptown	\$5,000	Local	1 Year	Yes
	Community				
	Initiative				

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

Answer: MOAA conducts site visits and frequent check-ins; in addition to requiring quarterly reports and a final report including measuring target goals, results, and financial documentation (budget/receipts).

31. Of the organizations that received a community-based grant in FY23, how many also received community-based grants in FY24?

Answer: 7

32. Please detail and explain how the community-based grants are determined, eligibility, and process. Is this information being advertised for the community? If so, how?

Answer:

Applicants to the African Community Grant were required to fulfill the following eligibility criteria: must be a community- or faith-based organization with 501(c)(3) status; organization or program must serve the District's African residents or business owners; and that the organization or program is located in the District of Columbia. MOAA implemented the following process to select organizations.

- 1. Determine Mayor's funding priorities as it relates to DC's African community
- 2. Send Notice of Funding Availability (NOFA) to Office of Documents and Administrative Issuances for publication in the DC Register
- 3. Disseminate NOFA
- 4. Disseminate Request for Proposal (RFP) and post announcement on Office of Planning and Grants Services registry
- 5. Solicit and finalize review panel
- 6. Begin applicant inquiry period
- 7. Conduct a Pre-bidders Orientation meeting
- 8. Document and put all Q&A on our agency website
- 9. End applicant inquiry period
- 10. Post additional Q&A on website
- 11. Receive and send out notice of reception of applications
- 12. Send proposal to review panel
- 13. Review of applications by panel and send back to OAA
- 14. Aggregate review score and comments
- 15. Conduct OAA review
- 16. Conference call with reviewers if necessary

- 17. Send out notice of approval/denials
- 18. Conduct post-award meeting
- 19. Disburse funds
- 33. Did the Office receive any grants in FY23 or FY24 to date? If so, what was the source and duration of the grant(s), and what was it used to accomplish?

Answer: The Mayor's Office on African Affairs did not receive any grants in FY23 or FY24, to date.

34. Has the Office sought any grant opportunities in FY23 or FY24 to date?

Answer: The Mayor's Office on African Affairs did not seek out any grant's opportunities in FY23 or FY24, to date.

- 35. What are some challenges that the Office faces with running various number of programs and initiatives?
 - a. What can help make these programs run effortlessly?

Answer: The Mayor's Office on African Affairs has all the resources that allow it to perform its core functions, as well as run its programs and initiatives.

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

Answer: The Mayor's Office on African Affairs did not request internal or external audits.

37. What are the Office's goals going forward in FY23 and FY24 to date?

Answer: The Mayor's Office on African Affairs goals are:

- Increase grassroots educational outreach programs to ensure DC's African communities remain informed on DC government services, programs and resources across all 8 Wards.
- Strengthen the district's African business and community-based organizations by providing targeted organizational development consulting, technical assistance, and resources for institution-building and sustainability.
- Promote awareness and appreciation for the rich multiculturalism of the African community.
- Strengthen the voice of African youth and encourage greater civic engagement.
- 38. Please detail the Commission on African Affairs meeting schedule and the capacity that they have worked with your office in the past fiscal year.

Answer: The Commission meets bi-monthly, and partners with the Mayor's Office on African Affairs to help promote Mayor Bowser's programs and initiatives in the African community. In FY23, the Commission supported the Office at various events over the fiscal year. The Commission also partnered with the Office in outreach efforts in capacity building and economic and business development.

39. 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 FY23 and FY24.

Answer:

The top five priorities of the Commission are to:

- 1. Support Mayor Bowser's vision to ensure that African residents have a pathway to the middle class.
- 2. Extend and strengthen its accessibility and involvement with the District's African community.
- 3. Strengthen its advocacy efforts to better highlight issues and challenges faced by the African community.
- 4. Increase its outreach efforts in all Wards, in particular addressing the needs the of the LEP/NEP Africans in the District.
- 5. Help raise the visibility of the African community in the District.

40. How many people serve on the Commission and how many vacancies are there currently?

Answer: 6 people serve on the Commission and there are 4 vacancies