



DC COMMISSION^{ON THE} ARTS & HUMANITIES

**DISTRICT OF COLUMBIA COMMISSION ON THE ARTS AND
HUMANITIES (CAH)
PUBLIC ART**

REQUEST FOR APPLICATIONS (RFA)

FISCAL YEAR 2027 (FY27)

RFA RELEASE DATE

MONDAY, SEPTEMBER 28, 2026, AT 4PM EST

APPLICATION SUBMISSION DEADLINE

MONDAY, NOVEMBER 16, 2026, AT 5PM EST

**LATE OR INCOMPLETE APPLICATIONS WILL NOT BE REVIEWED OR CONSIDERED FOR AN
AWARD.**

Please allow time for any technical issues you may encounter prior to submission.



CONTENTS

COLOR THE CURB: SCHOOL SAFETY PROGRAM GRANT	4
PROJECT BACKGROUND	4
PROJECT GOALS.....	5
PROJECT SCHEDULE.....	5
LEGAL AUTHORITY	6
GRANT ELIGIBILITY AND RESTRICTIONS	6
BACKGROUND CHECK	7
GRANT APPLICATION PROCESS	7
APPLICATION REVIEW AND SELECTION PROCESS	8
APPLICATION REVIEW AND SELECTION CRITERIA.....	9
Evaluation Criteria.....	9
REQUIRED APPLICATION MATERIALS.....	10
TECHNICAL ASSISTANCE AND WORKSHOPS	11
NOTIFICATION AND PAYMENT	12
ALLOWABLE COSTS AND FUNDING RESTRICTIONS	13
CONDITIONS OF FUNDING AND GRANT RESCINDMENT	14
RISK MANAGEMENT AND PERFORMANCE MONITORING.....	15
CONTACT INFORMATION.....	15
ADDENDUM A: WORK SAMPLES AND SUPPORT MATERIALS.....	16

REQUEST FOR APPLICATIONS
FY 2027 COLOR THE CURB: SCHOOL SAFETY PROGRAM GRANT

The District of Columbia Commission on the Arts and Humanities (CAH), in partnership with the District of Columbia Department of Transportation (DDOT), and District of Columbia Public Schools (DCPS), seeks District-based artists experienced in large-scale exterior murals, youth engagement, and community-based projects to design and install ground murals in the intersections near four DCPS schools in Washington, DC. Selected artists will be awarded grant funds to be used for design, materials, fabrication, installation, personnel, and project management.

RFA Release:	Monday, September 28, 2026 at 4pm EST
Submission Deadline:	Monday, November 16, 2026, at 5pm EST
Notification of Award:	On or about January 2027
Number of Awards:	Four (4)
Award Amount:	\$30,000

Prospective applicants should read through this Request for Applications (RFA) entirely prior to applying.

Project Manager Staff Contact:

Deirdre Darden, Public Art Coordinator: deirdre.darden@dc.gov

Highlighting Culture & Community

CAH encourages all applicants to demonstrate their commitment to our community-centered framework of equality, cultural awareness, universal access, and community engagement throughout the application process. This may include highlighting the following:

- Addressing how the project factors in the varying access, engagement, and economic needs of the DC residents expected to interact with the work.
- Including plans that address fiscal, audio, visual, physical, geographical, educational, and language-based barriers.
- Supplying evidence of community benefit like letters from community-centered stakeholders and/or work samples that highlight the community's response to the work.
- Providing examples of how the work highlights DC's distinct historical, linguistic, and cultural makeup.
- Describing ways DC's unique communities will be authentically represented, positively impacted, and thoroughly celebrated through the work, along with other relevant considerations.

COLOR THE CURB: SCHOOL SAFETY PROGRAM GRANT

Applicants may submit one (1) grant application to this program per fiscal year cycle

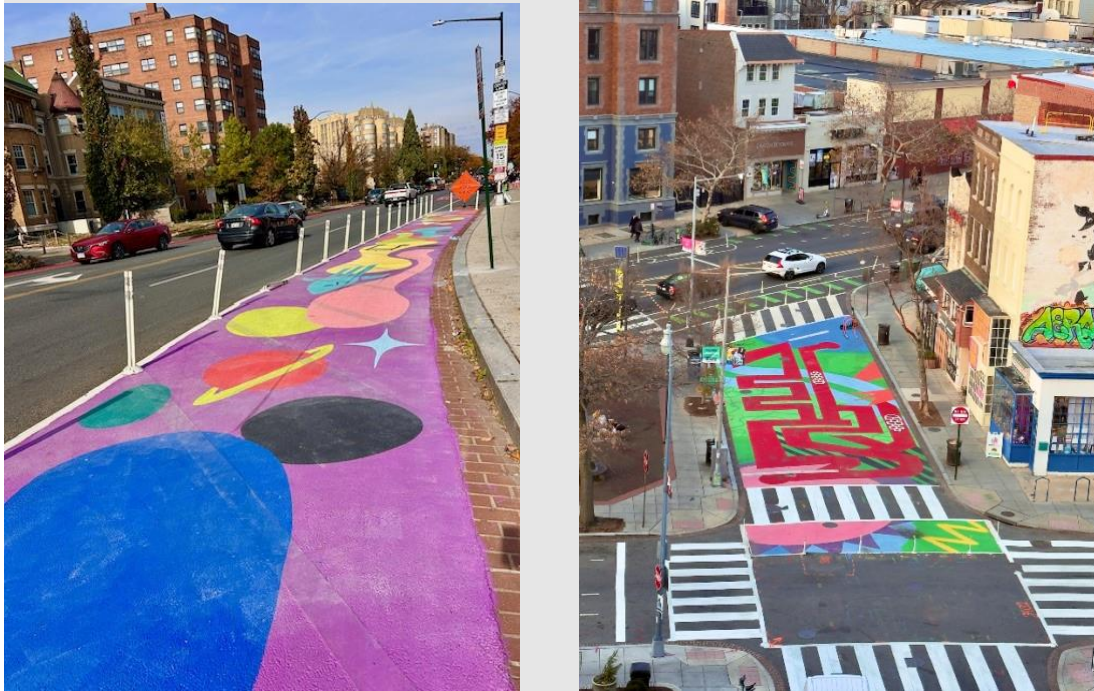
OVERVIEW

Color the Curb: School Safety Program grant is a collaborative design and placemaking project created through a partnership of CAH, DDOT, and DCPS. This program aims to increase pedestrian safety by painting ground murals in curb extensions outside or near schools in Washington, DC. We are seeking mural artists and professionals with prior large-scale exterior mural painting and youth engagement experience to design and install these ground murals in the intersections of four (4) schools in Washington, DC. Selected artists will be paired with one of the designated schools and will work closely with faculty and students at the paired school to create a final mural design.

Applications will be reviewed and evaluated based on prior work demonstrating experience with large-scale exterior murals, youth engagement, and community-based projects. Selected artists will work with school personnel at their assigned school to gather student input on the mural design. This input will help form the basis for the development of site-specific designs to be approved by CAH, DDOT, and DCPS for final installation. The intention is to create engaging and vibrant works of art that build a sense of ownership and connection to their community and that will be a source of neighborhood pride for all residents.

PROJECT BACKGROUND

The broader Color the Curb program began as a joint agency project between CAH and DDOT's Arts in the Right-of-Way program. In 2022, Color the Curb expanded to Color the Curb: School Safety Program grant by collaborating with DCPS and selected elementary schools. [Color the Curb](#) supports artist designs that transform intersections into works-of-art to increase the safety and visibility of pedestrians while adding visual interest to the area. The ground murals are meant to elevate the importance of safe intersections for pedestrians, cyclists, and motorists; celebrate the culture, spirit and/or history of the District; and create a public canvas that features the artwork of District artists and/or graphic designers. Since then, the program has brought murals to schools in NE, SE, and NW.



(Left) *Colores que Conversan (Colors that Converse)* by Ashley Jaye Williams at Columbia Heights Education Campus. FY 25 Color the Curb: School Safety Program
 (Right) *It's A Maze, Issa Life* by Nia Keturah Calhoun with Marie Reed Elementary School. FY 25 Color the Curb: School Safety Program

PROJECT GOALS

Color the Curb: School Safety Program invites mural artists and designers to collaborate with selected school students to design artwork that will contribute to making their commute to school safer and more vibrant. Through this RFA, CAH seeks to install artwork that:

- Supports slower and safer roadways on the blocks adjacent to selected school entrances;
- Engages students in the creative and design processes to make an impact on and foster a sense of stewardship in their community; and
- Creates a public canvas that features the artwork of local artists and/or graphic designers inspired by youth from each school.

PROJECT SCHEDULE

Date	Activity & Deliverables
Monday, September 28, 2026 at 4pm EST	Color the Curb: School Safety Program RFA launched
Monday, November 16, 2026 at 5pm EST	Application submission deadline
November 2026	Selection Panel convenes
January 2027	Applicants notified. Selected artists/artist teams paired with selected school

February 2027	Meet with students to plan designs. Develop design and get approval from CAH, DDOT, and DCPS
Spring 2027	Install ground murals
September 2027	Murals complete and Dedication at the school
October 2027	Final Report submitted

LEGAL AUTHORITY

CAH has grantmaking authority under the Commission on the Arts and Humanities Act of 1975 as amended (D.C. Law 1-22; D.C. Official Code § 39-204 et seq.).

GRANT ELIGIBILITY AND RESTRICTIONS

An Artist Team is defined to include artists and designers. Artist Teams must identify a Lead Artist, who will apply for the grant and if selected actively engage in the design, facilitation, and installation of the project. Artist Leads must be District residents, while Artist Team members may reside outside of the District of Columbia.

Individuals may apply having met the following eligibility requirements at the time of application:

- Artist/Lead Artist was not awarded the Color the Curb: School Safety Program grant in FY26.
- Artist/Lead Artist is a resident of the District of Columbia aged eighteen (18) or older.
- Artist/Lead Artist has a permanent District of Columbia address, as listed on legal identification and tax returns. The address provided on all application materials must match exactly the address provided on the submitted IRS W-9 form. Post office boxes cannot be used as a demonstration of the applicant's primary address.
- Artist/Lead Artist is in good standing with CAH demonstrated by the applicant's complete or non-delinquent reporting due to CAH from any prior CAH funded program. Applicants that are not in good standing are ineligible to apply and therefore may not receive any additional grant award (in any category of grant funding) from CAH in FY 2027. Applicants may not use a secondary party that acts on its behalf ("fiscal agent") in the performance and execution of financial duties.
- Artist/Lead Artist is a practicing professional artist with demonstrated large-scale exterior mural and community-based projects experience. An asphalt painting experience is not a requirement, but a plus. If working as a team, elements of the project must be supported by a team of experienced arts professionals.
- Artist/Lead Artist demonstrates ability to engage youth (elementary school-aged youth) of varying skill levels in an art project.

Applicant Restrictions (not eligible):

- Artist/ Lead Artist was granted Color the Curb: School Safety Program in FY 2026
- Individuals that require "fiscal agents".
- Non-profit organizations.

- For-profit (commercial) entities.
- Private foundations.
- Civic organizations.
- Political organizations.
- Foreign governments.
- Colleges or universities.
- State and Federal Government agencies, including Public Schools.

No Applicant/Grantee shall retain a person to solicit or secure the Grant upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee. Except, an applicant or grantee may condition its compensation for a bona fide employee on grant-related job performance and may retain an attorney for compensation permitted by the District's Rules of Professional Conduct.

BACKGROUND CHECK

If selected, Artist must submit to and pass a District of Columbia government administered criminal background check pursuant to the Criminal Background Checks for the Protection of Children Act of 2004, a DCPS review of applicable state and federal child protective and sex offender registries per D.C. Code § 38-951.03(a)(5A) and 42 C.F.R. § 1302.90, and a tuberculosis screening prior to the start of youth engagement activities. Color the Curb artists are considered Supervised Volunteers. [More information on DCPS website](#)

GRANT APPLICATION PROCESS

1. Read the [Guide to Grants](#). For more information on Application Review And Selection Process, Allowable Costs And Funding Restrictions, Conditions Of Funding And Grant Rescindment, Risk Management And Performance Monitoring
2. Read the RFA guidelines.
3. Determine eligibility.
4. Go to [Apply for Grants](#) and select [Grant Application Portal](#) to register as user. (For previous applicants: to reset a user password, select “Forgot your password?”)
5. Upon registration, applicants select the desired grant program; then select FY27 Color the Curb: School Safety Program to apply.
6. Complete the application questions and narrative data.
7. Upload all required documents, supplementary material, and work samples.
8. Double-check the application for thoroughness, clarity, and typographical errors.
9. Submit the application by 5 pm ET on the grant program’s deadline date.
10. Ensure receipt of the grant submission confirmation e-mail (auto generated by the online portal) by the application deadline.

CAH utilizes an online grant portal to receive grant applications. All applications must be submitted online by Monday, November 16, 2026, at 5pm EST. A confirmation email generates

automatically upon submission of the application in the portal. Technical issues or failure to receive a confirmation email should be immediately brought to the attention of CAH staff. Incomplete or late applications or applications that do not follow the instructions and guidelines are deemed ineligible for review and funding. CAH does not accept mailed, emailed, or hand-delivered copies of grant applications and/or the required attachments. CAH accepts reasonable accommodation requests from applicants with disabilities. To request a reasonable accommodation for application submission, contact the Accessibility Coordinator at CAHaccessibility@dc.gov. Reasonable accommodation requests shall be made no later than seven (7) calendar days before the application deadline.

CAH's grant application process is competitive and subject to the availability of funds. Applicants may not request or receive funding for the same activities through more than one CAH program or grant category. Multiple applicants may not apply for funding for the same project, whether through the same or different grant programs.

Applicants are fully responsible for the content of their application materials. An automated confirmation of an applicant's submission does not guarantee an applicant's eligibility and therefore review by the advisory review panel (see, "Review Process"). CAH staff are not permitted to make corrections to applications on behalf of applicants. After the deadline, CAH staff reviews applications for completeness and contacts applicants within five (5) business days of the deadline only if any of the submitted Mandatory Documents are incomplete. Applicants are then responsible for updating their application within five (5) business days of CAH's notification. Failure to do so will disqualify the application.

The grant period is from October 1, 2026, to September 30, 2027. Grant funds may not be used for activities that occur outside of this grant period.

APPLICATION REVIEW AND SELECTION PROCESS

CAH selects arts, humanities, subject matter experts, and/or other professionals independent of CAH, such as project partners, to serve as advisory review panelists for each grant program. The role of a panelist is to review and score an eligible application's content based on the established grant program review criteria. According to the grant program, panelists participate in a group review of CAH grant applications to discuss and comment on the merits of and opportunities to strengthen applications as well as finalize their application-related scores in the presence of CAH staff and Commissioner Conveners.

CAH ensures that all involved recuse themselves from the review of any application that presents a personal or professional conflict of interest (or the appearance of a conflict of interest). CAH makes the final determination regarding artist selection.

CAH's grant application evaluation process considers general standards of decency and respect for the diverse beliefs and values of the American public consistent with The National Foundation on the Arts and Humanities Act of 1965, as amended (P.L; 89-209, 20 U.S.C. § 951

et seq). For more information regarding the grant review process, please contact Deirdre Darden, Public Art Coordinator, at deirdre.darden@dc.gov

APPLICATION REVIEW AND SELECTION CRITERIA

All applications will be vetted for:

- Submittal of all required application materials as outlined in this RFA.
- Originality: creativity and uniqueness demonstrated in previous projects.
- Quality and craftsmanship exhibited by past work.
- Demonstrated experience with large-scale exterior mural works, youth engagement, and community-based projects.

Successful applications must submit all required documents. Previous work samples should illustrate artistic excellence in large-scale murals, youth engagement, and community-based projects. Applicants should demonstrate how their qualifications connect to the project goals

Evaluation Criteria

Artistic Merit – 30 %

- The applicant's work samples, resume/CV, and support materials demonstrate high standards of artistic excellence as an exterior, large-scale muralist demonstrating an original, innovative, and creative artistic practice. (10 points)
- Applicants have experience with site-specific, large-scale exterior murals projects and their past experience demonstrates the capability to plan, design and install public art murals. (10 points)
- The applicant demonstrates the experience and capability to work with project participants (ex. elementary school-age youth) and translates their artistic discipline into a final public artwork. (10 points)

Community Access & Engagement – 30%

- Applicant's experience demonstrates how community engagement resulted in a completed public art project and how the community input was incorporated into the artwork. Artwork adds value to community as a cultural asset. (10 points)
- Applicant explains their approach to community engagement and demonstrates sensitivity and care to the cultural, ethnic, and economic backgrounds of the participants. (10 points)
- Applicant demonstrates substantive experience working with diverse communities like youth and community representatives. Previous projects show how the meaning, content, and themes of the artwork impact the intended audience with consideration of culture, age, physical ability, languages spoken, or environment. (10 points)

Community Impact – 20%

- The applicant's work history demonstrates how public art projects could provide shared learning opportunities that facilitate a greater participation in public art, represents the community, and aims to promote a welcoming and inclusive environment. (10 points)
 - If applicant has completed two or more Color the Curb projects in the past, the applicant makes clear their justification for returning to the program and the impact another mural from them would bring to the community.
- The applicant demonstrates an ability to engage diverse audiences based on culture, age, physical ability, or languages spoken in planning and implementation and by employing emerging artists or diverse artists on their teams. (10 points)

Capacity and Sustainability – 20 %

- The applicant is sufficiently able, in terms of arts expertise, lead artist experience, and community engagement to implement the proposed project goals. (10 points)
- The applicant has experience in producing similar public art projects of the same scale, size, and budget as Color the Curb: School Safety Program and demonstrates the capacity to administer the project if awarded. (10 points)

REQUIRED APPLICATION MATERIALS

Please prepare and submit the following documents to your application online:

- **Current CV/Resume.** Artist or artist team CV/resume, two (2) page maximum.
- **Artist Statement.** Describe your (or Artist Team's) approach to public art and your experience with large-scale exterior mural work, youth engagement, and community-based projects. (500 words max)
- **Community Statement.** Describe a specific project which you co-created with community members and/or students. Provide details about how you conducted the community engagement, methodologies used, and list at least one unexpected challenge that came up and how you resolved it. (500 words max)
- **Returning Grantee Statement.** Have you completed two or more Color the Curb: School Safety Program murals in the past? If so, please explain your interest in returning to the program. What would you bring differently to this year? (This statement will be considered as part of the Community Impact review criteria section). (500 words max)
- **Work Samples.** Five (5) to ten (10) images of previous relevant/public artwork submitted as high-quality JPG files. Image files are uploaded to Submittable on the application portal. Do not use gifs, tiffs, or other image formats. If an Artist Team, samples of the artist team's work must be submitted identifying their samples. Please do not embed images into PowerPoint or PDF documents.
- **Work Sample Statement.** Describe how the content of the uploaded work samples represents the applicant and explain how they are relevant to the program. If an Artist Team, submit at least one project that you created together. If this is the first-time artist team, describe how your styles and practices would work together for this program. (300 words max)

- **Image Identification List Table.** Complete the table under each work sample upload with corresponding details to the submitted images within the application. If an Artist Team, clearly define each artist/s' work samples and the lead artist. Provide all requested details for each image.
 - Identification List Details:
 - Artist Name
 - Lead Artist/Artist's Role on the Project (noting section(s) painted)
 - Title, Date
 - Medium
 - Size - Dimensions
 - Location
 - Project Budget
 - Community Engagement: Explain the level of community engagement involved in this work sample. (300 words max)
- **All CAH Compliance Documents.** Applicants must submit the following seven (7) Compliance Documents (templates and instructions are here: <https://dcarts.dc.gov/page/resources-grant-applicants>)
 1. **Written Security Statement (Word Doc)** dated at the time of application that confirms the applicant (artist/artist team) will submit to all required background checks as instructed by DCPS if selected (see Background Check section page 7).
 2. **Certificate of Clean Hands** obtained from [Office of Tax and Revenue](#) dated within thirty (30) days of application.
 3. **Statement of Certification** dated and signed at the time of application.
 4. **IRS Form W-9 (version Mar-2023)** for the applicant dated and signed within 30 days of application
 5. **Proof of Past or Current Insurance Carriers and Policies** or the past ability to acquire a policy. . If an applicant is chosen, the grantee shall procure and maintain insurances including, but not limited to, the following: commercial general liability insurance with minimum limits of two million dollars (\$2,000,000.00) per occurrence. Grantee shall procure property insurance, with limits equal to the completed value of the piece. Other insurance requirements will apply.
 6. **Artist Copyright Warranty Form**
 7. **Proof of Residency.** If a valid driver's license or REAL ID are unavailable, please submit two (2) other documents demonstrating proof of residency, such as a utility bill or lease agreement. Documentation should indicate the applicant has been a DC resident, or an artist with a practice based in and primarily serving the District for at least one year.

Submission Deadline – Completed applications must be received and uploaded to the grant portal by Monday, November 16, 2026, at 5 pm EST. Failure to submit mandatory documents in the application will result in disqualification.

TECHNICAL ASSISTANCE AND WORKSHOPS

CAH staff members in the Public Art Department are available to assist grant applicants through group or individual technical assistance. CAH staff members will not write applications for

applicants. However, CAH staff members are available by appointment (up to thirty (30) minutes) to review application drafts on government business days from the application release date up to one (1) week prior to the grant application deadline. Applicants may contact CAH at (202) 724- 5613 to schedule an application review meeting.

Workshops and In-Person Assistance

During the application window, CAH Public Art staff will be available to answer questions online and in person as follows:

Technical Assistance and Workshops			
Assistance Type	Description	Day & Time	Location
Workshop #1	Public Art Coordinator, Deirdre Darden will review the RFA in depth and answer questions for interested applications	Monday, October 5, 2026 at 10 - 11 AM	https://dcarts.dc.gov/public-art/color-curb-school-safety-program
Workshop #2 Artist Led in Person	Former Color the Curb: School Safety Program grantee team Lindsay Gressard and Nessar Jahanbin will discuss their experience with the application and program	Wednesday, October 21, 2026, at 4 – 5 PM	MILKCRATE DC 4722 14th St NW, Washington, DC 20011
Workshop #3	Public Art Coordinator, Deirdre Darden will review the RFA in depth and answer questions for interested applications	Friday, November 13, 2026 at 2 – 3 PM	https://dcarts.dc.gov/public-art/color-curb-school-safety-program
Open Office Hours	One-on-one assistance with grant application	Contact Deirdre Darden, Public Art Coordinator, for further information.	deirdre.darden@dc.gov

NOTIFICATION AND PAYMENT

CAH will notify applicants of this grant program as to the results of their application on or about January 2027, via (1) letter of conditional grant award, (2) letter of intention to award, (3) letter of ineligibility, or (4) letter of denial.

For award recipients, the date of CAH grant award payment disbursement(s) is subject to the availability of funds and the processing of required documentation. CAH does not disburse grant award payments through its office. However, in collaboration with other District of Columbia government agencies, and in a timely manner, CAH processes the grant award payment requests for grantees.

ALLOWABLE COSTS AND FUNDING RESTRICTIONS

As an agency of the Government of the District of Columbia, CAH ensures that its grantmaking funds are expended in a fiscally responsible manner. CAH grant-related “allowable costs” are those costs that the District Government (through its subordinate agency, CAH) has determined, in its sole discretion, to be valid expenditures.

Examples of “Allowable Costs”:

- Artist fee (not to exceed 20% of grant budget).
- Equipment, technological resources, materials, supplies, labor, and services directly related to the fabrication of the design proposal.
- Supplies purchased for the in-class student engagement.
- General Liability Insurance.
- Travel related to implementation of deliverables.
- Photographic and video documentation of the design proposal.

Examples of “Unallowable Costs”:

- Food and beverages.
- Sub-granting or re-granting of funds from CAH.
- Tuition and scholarships.
- College tuition expenses.
- Funds that are provided to universities, service organizations, foreign governments, or District of Columbia government agencies, including DC Public Schools.
- Costs related to fundraisers and off-site special events.
- Travel or other expenses not directly related to executing the proposed project.

All expenses must be documented by the grantee within the grant agreement. The grant program manager reviews and approves all proposed expenses before the grant agreement is processed for payment. Grantees with questions regarding allowable costs may contact CAH’s grant program manager. The grantee will be responsible for demonstrating the cash expenses and a final report.

The grant period is from October 1, 2026, to September 30, 2027. CAH restricts a grantee’s grant-funded activity expenses that are beyond the grant period.

CONDITIONS OF FUNDING AND GRANT RESCINDMENT

CAH reserves the right to rescind any and all grant awards for non-compliance with CAH's RFQ guidelines, policies, or regulations, at any time. Fiscal Year 2027 grantees with unmet reporting obligations regarding previous CAH funding programs as of close of business on Wednesday, December 31, 2027, are ineligible to receive additional awards from CAH.

Grant Management and Rescindment

The grantee agrees that it will include a CAH logo and a credit line in all of its grant-related announcements and promotional material and that it will make its best efforts to publicly credit CAH's support for the project in all related public events. CAH has the right to withhold, reduce or rescind a grant award according to the terms and provisions of the grant agreement or if the grantee exercises any of the following:

- Fails to notify CAH of changes in project collaborators or other significant management changes or changes in the project scope without advance approval;
- Refuses to provide access to monitoring;
- Fails to comply with the terms of the grant award contract requirements;
- Fails to demonstrate adequate financial management and oversight of the project; and/or,
- Fails to properly publicly credit CAH's support of the funded project.

Citywide Clean Hands (CCH)

All applicants must submit a current "Citywide Clean Hands Certification," from the District of Columbia's [Office of Tax and Revenue](#) at the time of application. A current CCH should also be submitted prior to any grant award disbursement throughout the grant period. The CCH website application supports the "Clean Hands" Mandate (D.C. Code § 47-2862), which stipulates that individuals and businesses are to be denied District goods or services if there is a debt owed to the District of Columbia of more than one thousand dollars (\$1000.00) for fees, fines, taxes, or penalties. Applicants may visit the following site to obtain more information: [Certificate of Clean Hands | otr](#)

Legal Compliance

Federal and District of Columbia law requires all grant applicants to comply with all applicable laws and regulations that regard non-discrimination. The list of those laws and regulations include: Title VI of the Civil Rights Act of 1964 (which provides that grantees must take adequate steps to ensure that people with limited English proficiency receive the language assistance necessary to afford them meaningful access to grant-related programs, activities, and services). Title VII of the Civil Rights Act of 1964 (P.L. 88-352) (which prohibits discrimination based on race, color, or national origin). Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1686) (which prohibits discrimination based on sex). Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794). The DC Human Rights Act of 1977; and The Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12101 – 12213) (which prohibits discrimination on the basis of disabilities). If there are any conflicts between the terms and conditions of the RFA and any applicable federal or local law or regulation, or any

ambiguity related thereto, then the provisions of the applicable law or regulation shall control and it shall be the responsibility of the applicant to ensure compliance.

Americans with Disabilities Act

CAH is committed to ensuring that all grantees comply with the Americans with Disabilities Act (ADA) of 1990. The ADA provides civil rights protection to individuals with disabilities in the areas of employment, services rendered by state and local government, places of public accommodation, transportation, and telecommunication services. Organizations funded by CAH must make reasonable accommodations to ensure that people with disabilities have equal physical and communications access, as defined by federal law.

RISK MANAGEMENT AND PERFORMANCE MONITORING

All grantees are subject to risk assessments and monitoring requirements, as outlined in the District's [Citywide Grants Manual and Sourcebook](#). CAH has established standards for grantees to ensure compliance with risk assessment monitoring, and those standards are discussed in greater detail in the applicants' grant agreements with CAH.

Activities funded by CAH will be monitored and evaluated by its staff, to ensure compliance with all the applicable District of Columbia's statutes, regulations, orders, and other requirements. This monitoring process may include site visits, evaluation of allowable costs, assessment of efforts to meet projected grant applicant benchmarks, and evidence of proof of expenditures.

All grantees are responsible for reporting their respective grant award(s) as income on federal and local tax returns (in accordance with applicable law) and are strongly encouraged to consult with a tax professional and the United States Internal Revenue Service.

CONTACT INFORMATION

More information regarding CAH's grant programs, and clarification about related accessibility requirements, work sample submissions, and grant-making processes can be found in CAH's [Guide to Grants](#). Specific questions about the Color the Curb: School Safety Program application may be referred to Deirdre Darden, Public Art Coordinator at deirdre.darden@dc.gov.

ADDENDUM A: WORK SAMPLES AND SUPPORT MATERIALS

CAH values and emphasizes excellence in all grant programs within all disciplines. This section contains detailed information on CAH's requirements and suggestions regarding content. Arts and humanities content and/or merit is one of several criteria on which an application is reviewed. Other criteria may include District Impact and Engagement, Financial Capacity, Management and Sustainability, and others as dictated within the program guidelines and review criteria.

The arts content and merit are primarily demonstrated to the advisory review panel through the applicant's:

Section 1 - Work sample(s)

Section 2 - Support material(s)

Section 3 - Résumé(s) of key personnel

Section 4 - General Suggestions from CAH staff (see below)

The work sample carries significant weight because it must contain the clearest depiction of the applicant's best work(s) of art. All applicants must submit work samples of public art or demonstrate the content of services provided by public artists.

To further assist the applicant in submitting strong artistic content with an application, general suggestions are provided below.

Section 1 - Work Samples

Work samples are critical for each application and are carefully considered during application review. CAH strongly recommends that applicants pay close attention to the content of work sample submissions.

The guidelines on what to submit within a work sample submission depend on the grant application. Applicants should adhere to the work sample requirements listed in the RFA to strengthen the application under consideration. Make sure to submit the most relevant work samples that demonstrate your complete experience in the grant request. For example, if the grant is for exterior murals, only submit samples of exterior murals. If the grant is for sculpture, only submit samples of completed sculptures.

Consider work samples not more than five (5) years before the date of submission.

If applying as an artist team, make sure to differentiate which member of the team completed what task and who is the lead artist in the samples submitted.

Section 2 - Support Materials

Support materials are documents that strengthen the application and provide additional information that directly relates to the grant request. Support materials do not replace a work sample. They do, however, reinforce the quality of the applicant's arts and humanities disciplines.

Examples of support material include:

- Exhibition reviews
- Letters of recommendation
- Certificates, commendations, or awards
- Assessments or work evaluation

Section 3 - Resumes of Key Personnel

Advisory review panelists may determine the capacity and sustainability of the proposed project by reviewing the résumés of the key artists, administrators, and facilitators involved in the grant activity.

The applicant's resume or CV should have the most relevant and recent experience at the top.

Section 4 - General Suggestions from CAH Staff

When creating and preparing work samples, support materials and résumés, CAH recommends that applicants consider the following:

Applicants should

- Test the functionality of viewing their work sample(s) in the application portal prior to final submission of their application. If the applicant cannot view a work sample, it is unlikely that panelists will be able to view it. For technical assistance, contact CAH with ample time to address the issue prior to the application deadline.
- Select recent, high-quality samples that relate as directly as possible to the application.
- Upload pictures as JPG files (less than 20MB) with a minimum resolution of 72 dpi.
- Avoid exceeding the recommended number of work samples in an application as it may weaken the application.
- Carefully choose work samples (pictures, renderings, etc.) to make the greatest impact and create a strong artistic impression.
- Label each work sample or document so that panelists can easily identify it.
- Include samples of similar completed projects help to illustrate the applicant's ability to execute the proposed project.
- Include application materials that demonstrate the skill level of the artist(s) involved in the creation of artwork.

For online materials and website:

A website is not a sufficient work sample. Only submit a website link that is an essential part of the project.

Provide all passwords or include any necessary information required to view your work sample, such as plug-ins or navigation paths (hyperlinks).

Ensure that the website links or online materials are functional and accessible through, at minimum, September 30, 2027 (the grant funding period). An inoperative link to a website

containing your work sample will negatively affect the application. CAH is not responsible for any material outside of the online grant's portal.

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