



DC COMMISSION ON THE ARTS & HUMANITIES

## GRANTS COMMITTEE REPORT

Gretchen, Committee Chair

December 18, 2023

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### FY24 Grants Cycle

We're currently processing FY24 Grant Agreements, with a new high of over 1,200 awards. Once these agreements are routed and receive all necessary approvals, a purchase order will be generated. A grant manager will then reach out to each grant recipient with detailed invoicing instructions. We anticipate reaching the final stage of approval (e.g., awaiting final signatures) by December 29th.

The Grants Department has made significant efforts to connect, inspire, and support FY24 Grantees. The Office of the Chief Financial Officer launched the **District Integrated Financial System (DIFS)** in FY23, the grants team has worked diligently to support grantees in navigating the updates to the new system.

- **DIFS Workshops:** The grants team is currently hosting a series of live chats on Tuesdays between the hours of 1:30 pm and 2:30 pm to aid grantees in navigating the new DIFS payment system. The series covers the following:
  - How to register in DIFS as a new Grantee
  - How to access the account as a returning grantee
  - Linking banking information for payment via direct deposit
  - How to submit an invoice once a purchase order is established.

The next DIFS Workshop live chat will be held on Tuesday, December 19<sup>th</sup> at 1:30 pm, for more information please contact Kerry Kaleba at [Kerry.Kaleba@dc.gov](mailto:Kerry.Kaleba@dc.gov)

- **Grant Writing 101 Workshop:** On November 30th, our grants team facilitated an insightful Grant Writing 101 workshop for the Recording Academy DC Chapter. This interactive session unpacked the intricacies of securing funding and empowered artists to tell their stories through practical strategies like grant research, budget planning, and compelling narrative techniques. This workshop will be held for the public in both January and February 2024.

- **Friday Live Chats:** Get ready for grant guidance! Friday live chats will resume on Friday, January 26th. Ask our team anything about the grant process, eligibility, and application tips. For more details, please visit [dcarts.dc.gov](https://dcarts.dc.gov).
- **Grants Revamp Update:** Our grants team recently convened a productive Grants Revamp meeting on November 16th. This meeting focused on analyzing feedback, evaluating program effectiveness, and reimagining our grant structures to better serve the needs of our community. In January, we will begin to implement key findings that came out of the meeting. Additional updates will be provided during the January commission meeting.