



DC COMMISSION ON THE ARTS & HUMANITIES

REQUEST FOR QUALIFICATIONS FY 2022 COLOR THE CURB: SCHOOL SAFETY GRANT PROGRAM

The District of Columbia Commission on the Arts and Humanities (CAH), in partnership with the District of Department of Transportation (DDOT), 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 three schools in Ward 7 of Washington, DC. Selected artists will be awarded grant funds to be used for design, materials, fabrication, installation, personnel, and project management.

RFQ Release: Friday, February 4, 2022
Submission Deadline: Monday, February 28, 2022, at 9 PM ET
Number of Awards: Three
Award Amount: \$30,000

Prospective applicants should read through this Request for Qualifications (RFQ) in its entirety prior to submitting an application.

Project Manager Staff Contact:

Lauren Dugas Glover | Lauren.Glover@dc.gov

The DC Commission on the Arts and Humanities (CAH) is an independent agency within the District of Columbia government that evaluates and initiates action on matters relating to the arts and humanities and encourages the development of programs that promote progress in the arts and humanities. As the official arts agency for Washington, DC, CAH is supported by District government funds and in part by the National Endowment for the Arts, a federal agency.

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).

Government of the District of Columbia
Commission on the Arts and Humanities
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COLOR THE CURB: SCHOOL SAFETY GRANT PROGRAM

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

OVERVIEW

The District of Columbia Commission on Arts and Humanities (CAH) in partnership with the District Department of Transportation (DDOT) Color the Curb Program (a collaborative design and placemaking project) is excited to collaborate with the DC Public Schools (DCPS) to announce a call to local exterior mural artists for the Color the Curb: School Safety Program . We are seeking mural artists and design professionals with prior large-scale exterior mural painting and youth engagement experience to design and install ground murals in the intersections at three schools in Ward 7 in Washington, DC. Selected artists will be paired with one of the three designated elementary schools and will work closely with faculty and students at the paired school, to create a final mural design. CAH will provide a ground mural technical expert who will work with each selected artist/artist team on planning and implementation of the approved final design.

Applications will be reviewed and evaluated based on prior work demonstrating experience with large-scale exterior murals, youth engagement, and community-based projects. One artist or artist team will be selected for each of the three sites. 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 their community and that will be a source of neighborhood pride for all residents. Details about the murals are expected to be revealed [National Bike to School Day](#), on Wednesday, May 4, 2022.

Project Background

Across the country, cities are installing curb extensions to increase safety for all roadway users, especially pedestrians. Curb extensions reduce the speed of traffic while turning and minimize the distance pedestrians need to walk to cross the street at crosswalks. DDOT installs quick-build curb extensions, consisting of posts and paint, to address immediate safety concerns at intersections. These quick-build curb extensions provide a canvas for public art in the curb extension.



Completed curb extension mural. Color the Curb Program (2021) *Soundwaves of Shirley Horn*, Chelsea Ritter-Soronen, 6th and O Streets NW, 2021

The broader Color the Curb program began as a joint agency project between CAH and DDOT's Arts in the Right-of-Way (AROW) program. [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. Generally, 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. In 2021 five artists were selected to launch this initiative with designs and installation of ground murals at four intersections in Northwest. In 2022 CAH and DDOT are expanding Color the Curb to collaborate directly with DCPS and selected elementary schools in Ward 7 to transform DDOT designated intersections near those schools.

Site Locations

Three (3) elementary schools in Ward 7 that recently underwent a study through DDOT's Safe Routes to School program were identified for this project. Through these studies, the Safe Routes to School program seeks to identify and recommend engineering changes that can improve safety for students that walk and bike to school. Each selected artist or artist team will work with one of the three schools to create a ground mural that the artist will install in the curb extensions adjacent to the school. **APPLICANTS MUST NOT CONTACT THE SCHOOLS IN CONNECTION WITH THIS APPLICATION; CAH WILL NOTIFY SELECTED ARTISTS OF THEIR PAIRED SCHOOL IN ACCORDANCE WITH THE TIMELINE BELOW.**

The three schools are:

- Plummer Elementary (4601 Texas Avenue SE)
- Houston Elementary (1100 50th Place NE)
- CW Harris Elementary (301 53rd Street SE)

PROJECT GOALS

Color the Curb: School Safety Program invites mural artists and designers to collaborate with selected elementary school students to design artwork that will contribute to making their commute to school safer and more vibrant. Through this call for artists, we are seeking 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.
- 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
February 4, 2022	Color the Curb: School Safety RFQ launched
February 28, 2022 (4 PM ET)	Application submission deadline
March, 2022	Selection Panel convenes
by March 31, 2022	Applicants notified
April 2022	Selected artists/artist teams paired with selected school; meet with schools to plan designs
May 4, 2021	Participate in National Bike to School Day activities and kick-off mural project
May 5-June , 2022	Finalize design and install ground murals
June 2022	Mural dedications and celebration

GRANT ELIGIBILITY AND RESTRICTIONS

An Artist Team is defined to include artists and designers. Artist Teams must identify a Lead Artist, who will actively engaged in the design, facilitation, and installation of the project. Artist Team members may reside outside the District.

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

- Artist/Lead Artist is a resident of the District of Columbia aged 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 as of 4 pm on Friday, October 15, 2021. Applicants in poor standing are ineligible to apply and therefore, receive any additional grant award (in any category of grant funding) from CAH in FY 2022; and,
- Abstain from any use of 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. Asphalt painting experience 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; and
- Artist/Lead Artist demonstrate ability to engage youth (elementary school-aged youth) of varying skill levels in an art project.
- 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)(5) and 42 C.F.R. § 1302.90, and a tuberculosis screening prior to the start of youth engagement activities.

Applicant Restrictions (not eligible):

- Individuals that require "fiscal agents;"
- Non-profit organizations.
- For-profit (commercial) entities.
- Tax-Exempt organizations other than 501(c)(3) designated entities.
- Private foundations.
- Civic organizations.
- Political organizations.
- Foreign governments.
- Colleges or universities.
- State and Federal Government agencies, including Public Schools

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 and deficiencies of applications and finalize their application-related scores in the presence of CAH staff and Commissioner Conveners.

CAH staff, Commissioner Conveners, and panelists remain impartial in their review of CAH grant applications. 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 Lauren Dugas Glove, Public Art Manager, at Lauren.Glover@dc.gov.

APPLICATION REVIEW AND SELECTION CRITERIA

All applications will be vetted for:

- Submittal of all required application materials as outlined in this RFQ.
- 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.

Evaluation Criteria

Artistic Content – 40 %

- The applicant's work samples, and support materials demonstrate high standards of artistic excellence as an exterior, large scale muralists/designer demonstrating high quality, innovation, and creativity. – 15 points
- Applicant has experience with site-specific, large-scale outdoor murals and uses personnel with demonstrated arts expertise (such as arts administrator or professional artists) to plan and implement artistic content. The Artist's portfolio of work is feasible for this project. – 15 points
- Artist(s) and/or applicant demonstrate the ability to translate artistic discipline to project participants (elementary school-age youth). – 10 points

Community Engagement and Impact – 30%

- Applicant demonstrates sensitivity to the cultural, ethnic, and economic, background of the participants and the residents of the District of Columbia; – 10 points
- Applicant demonstrates substantive experience working with youth and community representatives. – 10 points
- Applicant demonstrates in previous projects how the meaning, content, and themes of the artwork impacts the intended audience with consideration of culture, age, physical ability, languages spoken, or environment. (10 points) –

Capacity and Sustainability – 15 %

- The applicant is sufficiently stable, in terms of arts expertise, organizational capacity, and financial status to implement the proposed project. (5 points)
- The applicant has experience in producing similar public art projects and

demonstrates the capacity to administer the project and has appropriate financial monitoring systems in place to track expenditures. (5 points)

- The applicant's budget information is detailed, accurate, feasible, and directly related to the project. All items are eligible expenses. (5 points)

Opportunity and Equity – 15%

- The applicant demonstrates how the project 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)
- The applicant demonstrates from previous work evidence of intentionality engaging a diverse audience based on culture, age, physical ability, or languages spoken in planning and implementation (5 points)

Successful Applications

- Submit all required documents.
- Previous work samples illustrate artistic excellence in large-scale exterior mural, youth engagement, and community-based projects.
- Consider how the applicant's qualifications connect to the project goals.

GRANT APPLICATION PROCESS

1. Read the [Guide to Grants](#).
2. Read the RFQ guidelines.
3. Determine eligibility.
4. Go to [Apply for Grants](#) and select [Grant Application Portal](#) to register as user. (Note: For previous applicants to reset a user password, select "Forgot your password?")
5. Upon registration, applicants select the desired grant program; then select the Playable Art site to which you want to apply. You may select multiple sites. However, a winning artist will only be awarded one site.
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 9 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 9 pm ET, Monday, February 28, 2022.** A confirmation email generates automatically upon submission of the application in the portal. Technical issues or failure to receive a confirmation e-mail 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 will accept

reasonable accommodation requests from applicants with disabilities to submit grant applications via mail, email, or hand-delivery. To request a reasonable accommodation, contact Travis Marcus at 202-724-5613 or travis.marcus@dc.gov and await request approval.

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 below, "Review Process"). CAH staff is not permitted to make corrections to applications on behalf of applicants. CAH staff reviews applications for completeness and contacts applicants for any incomplete documents within five (5) business days of the deadline. 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, 2021 to September 30, 2022. Grant funds may not be used for activities that occur outside of this grant period.

REQUIRED APPLICATION MATERIALS

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

1. **Current CV/Resume** of artist or artist team, two (2) page maximum.
2. **Artist statement** that describes your (or Artist Team's) experience with large-scale exterior mural work, youth engagement, and community-based projects. (maximum of 500 words) include 1-2 completed projects that demonstrate
3. **Five (5) to ten (10) images of previous relevant/public artwork** submitted as high quality JPG files. Image files are uploaded to the Media Viewer on the application portal.
 - a. Do not use gifs, tiffs, or other image formats.
 - b. If an Artist Team, samples of artist teams' work must be submitted identifying their samples.
 - c. Please do not embed images into PowerPoint or PDF documents.
4. **Image Identification List** of previous public artwork corresponding to the submitted images within application.
 - a. If an Artist Team, please differentiate to clearly define artist/s' work samples.
 - b. Please provide project budget for work samples
 - **Identification List Example:**
 - Artist Name
 - Title, Date
 - Medium
 - Size - Dimensions
 - Location
 - Project Budget

5. **List of at least three (3) Professional References.** Please include name, address, phone number and email address for each reference or upload written references
6. **All CAH Compliance Documents:** Applicants must submit the following five (5) Compliance Documents (templates and instructions are here: <https://dcarts.dc.gov/node/408702>)
 - **Security Statement** dated at the time of application that confirms the applicant (artist/artist team) will submit to all required background checks as instructed by DCPS.
 - **Certificate of Clean Hands** dated within 30 days of application
 - **Statement of Certification** dated at the time of application
 - **IRS Form W-9 (version Oct-2018)** for the applicant dated and signed within 30 days of application
 - **List of Insurance Carriers and Policies** to certify an applicant's current general liability insurance carrier and coverage status
 - **Individual Demographic Overview Form** for artist and each artist team member. Completion and submission of this form will have no impact on funding decisions. Responses are used for statistical and diversity inclusion purposes only and will not be seen by the grant review panel.

Submission Deadline – Completed applications must be received and uploaded to the grants portal by 9 pm (ET) on Friday, February 28, 2022. Failure to submit mandatory documents in the application will result in disqualification.

TECHNICAL ASSISTANCE

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 application release date through one (1) week prior to the grant application deadline. Applicants may contact CAH at (202) 724-5613 to schedule an application review meeting.

NOTIFICATION AND PAYMENT

CAH will notify applicants of this grant program as to the results of their application by March 31, 2022, 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 cost 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, and services directly related to the fabrication of the design proposal.
- Insurance.
- Travel or other expenses 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; and
- 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 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, 2021 to September 30, 2022. 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 2022 grantees with unmet reporting obligations regarding previous CAH funding programs as of close of business on Friday, October 15, 2021 are ineligible to receive additional awards from CAH.

Grant Management and Rescindment

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 grant award recipients must obtain a "Citywide Clean Hands Certification," from the District of Columbia's Office of Tax and Revenue at the time of application and 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 hundred dollars (\$100.00) for fees, fines, taxes, or penalties. Applicants may visit the following site to obtain more information: <https://ocfocleanhands.dc.gov/cch/>.

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. Sections 1681-1686) (which prohibits discrimination based on sex).
- Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 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).

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.

COVID-19 Compliance

According to Section III of District of Columbia Mayor's Order 2021-099 (issued August 10, 2021), grant applicants must ensure that their employees, agents and subcontractors who conduct their work under a grant agreement have been either: (a) fully vaccinated against COVID-19; or (b) granted, by the grantee or contractor, a Vaccination Certification exemption under the aforementioned Order, and are: (i) undergoing weekly COVID-19 testing; (ii) only reporting to the workplace when such test result is negative, and (iii) wearing masks while working. The above-referenced Mayor's Order is linked here:

<https://www.dcregs.dc.gov/Common/NoticeDetail.aspx?Noticeld=N112383>

Grantees shall be responsible for ensuring compliance with the above-referenced mandates, and failure to ensure such compliance may result in adverse consequences up to and including grant noncompliance, grant award forfeiture, and/or future award ineligibility. Grantees shall, at the request of CAH, provide to the District government (through CAH) a certification of their compliance with the above-referenced vaccination certification requirements.

Applicants and grantees may impose stronger vaccination requirements on their employees, agents, and subcontractors, subject to applicable federal and local laws and regulations.

Inclusion, Diversity, Equity, and Access (I.D.E.A.)

CAH has placed increased focus on utilizing an Inclusion, Diversity, Equity, and Access (I.D.E.A.) lens in its grantmaking, with the goal of creating a more equitable arts and humanities landscape in the District. In addition to detailed plans for its compliance with the Americans with Disabilities Act (ADA) (42 U.S.C. §§ 12101 et seq.), each applicant must demonstrate how its programming and services will be inclusive, diverse, equitable, and accessible throughout the District of Columbia, beyond participants with disabilities. Applicants should consider a broad definition of "accessibility" by addressing financial, geographic, demographic, cultural, and developmental access. For more information, see the Americans with Disabilities Act section of these RFA guidelines (see page 11). For reference, applicants may use this link to access the text of the ADA: <https://www.law.cornell.edu/uscode/text/42/12101>. Notwithstanding the fact that it has shared hyperlinks attached immediately above and later below, the District government does not represent that shared text of the ADA (or any other text) is the latest version of the subject law.

I.D.E.A. DEFINITIONS

Below are definitions used by CAH of each component of I.D.E.A. CAH encourages applicants to develop short- and long-term plans to ensure each of these components is realized in their processes and programs. CAH's goal for the arts and humanities community is to have a comprehensive and actionable plan in place by FY 2024. Organizations in receipt of funding from

CAH will be required to demonstrate their progress in all future interim and final reports beginning in FY 2022.

INCLUSION

Inclusion authentically welcomes and intentionally brings traditionally excluded individuals and/or groups into processes, activities, and decision/policymaking in a way that shares power.

DIVERSITY

Diversity refers to the various backgrounds and races that comprise a community, nation, or other grouping. In many instances, the term diversity does not only acknowledge the existence of diversity of background, race, gender, religion, sexual orientation, etc., but applies a recognition of the value of these differences. Diversity enriches policies and practices by bringing people of diverse backgrounds and experiences together to inform, shape, and enrich these policies and practices.

EQUITY

Equity is giving everyone what they need to be successful. Equity is different from treating everyone the same. Equity operates from the understanding that people and groups enter given situations from very different starting points. These starting points are often determined by certain social hierarchies such as race, class, gender, age, sexual identity, etc. An equitable framework centers awareness of these hierarchies and creates systems that are actively anti-racist, anti-classist, anti-sexist, and anti-homophobic.

ACCESS

Access is defined in the broadest definition of the term as a means of ensuring individuals and/or groups are given financial, geographic, demographic, cultural, and developmental access to programming, services, and other opportunities.

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](#) (which is primarily managed by the District's Office of Partnerships and Grant Services (OPGS)). 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 assure compliance with all 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 application may be referred to CAH's Public Art Manager, Lauren Dugas Glover at Lauren.Glover@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 or demonstration of content of services provided from 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 to 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 must adhere to the work sample requirements below in order to be eligible for consideration.
- Work samples must be no more than four (4) years old from the date of submission. Submitting older work samples will render the application ineligible for funding consideration.

Section 2 - Support Materials

Support materials are documents that strengthen the application and provide additional information that directly relate to the grant request. Support materials do not replace a work sample. It does, 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.

Section 4 - General Suggestions from CAH Staff

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

- Applicant 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.
- Exceeding the recommended number of work samples in an application may weaken the application.
- Carefully chosen work samples (pictures, renderings, etc.) tend to make the greatest impact and create a strong artistic impression.
- Advisory review panelists must review a work sample from all applicants. .
- Label each work sample or document so that panelists can easily identify it.
- For project-based grants, including samples of similar completed projects help to illustrate the applicant's ability to execute the proposed project.
- Application materials should 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, 2022 (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 grants portal.

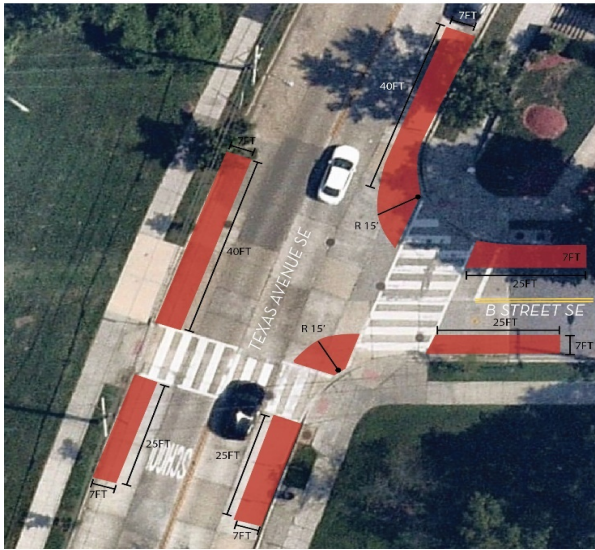
ADDENDUM B: COLOR THE CURB – CURB EXTENSION PROFILES

Applicants must not contact DCPS Central Office or any participating DCPS schools in connection with responding to this RFQ

Site Specifications

SITE 1: PLUMMER ELEMENTARY (4601 TEXAS AVENUE SE)

TEXAS AVENUE SE & B STREET SE



TEXAS AVENUE SE & C STREET SE

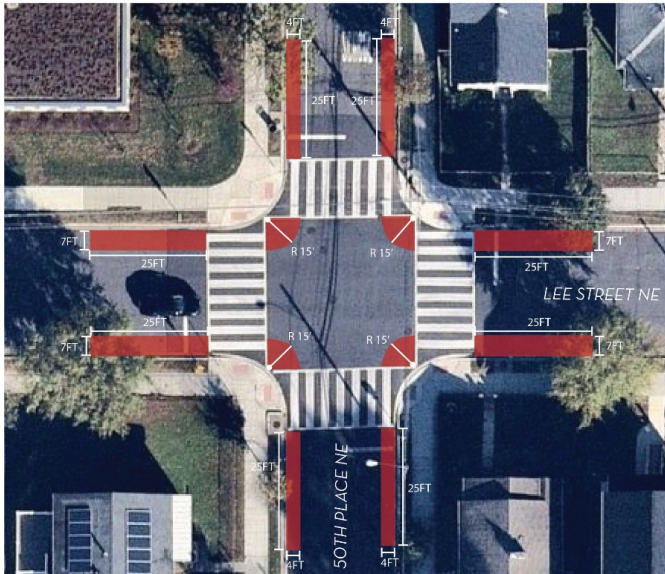


Applicants must not contact DCPS Central Office or any participating DCPS schools in connection with responding to this RFQ

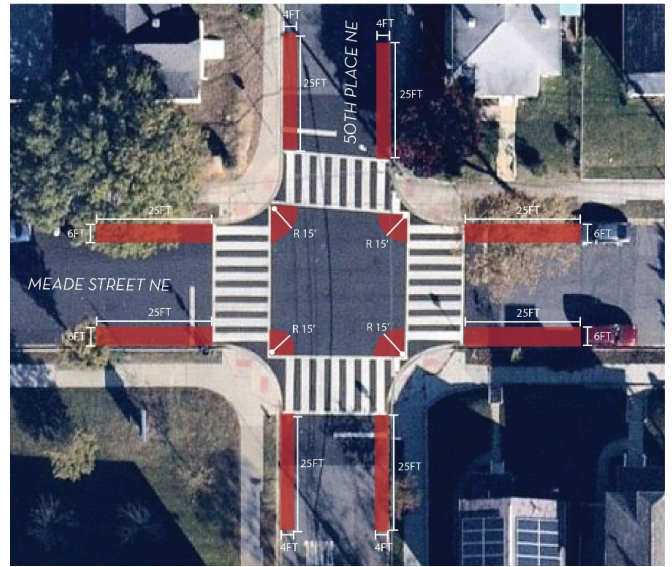
Site Specifications

SITE 2: HOUSTON ELEMENTARY (1100 50TH PLACE NE)

50TH PLACE & LEE STREET NE



50TH PLACE & MEADE STREET NE

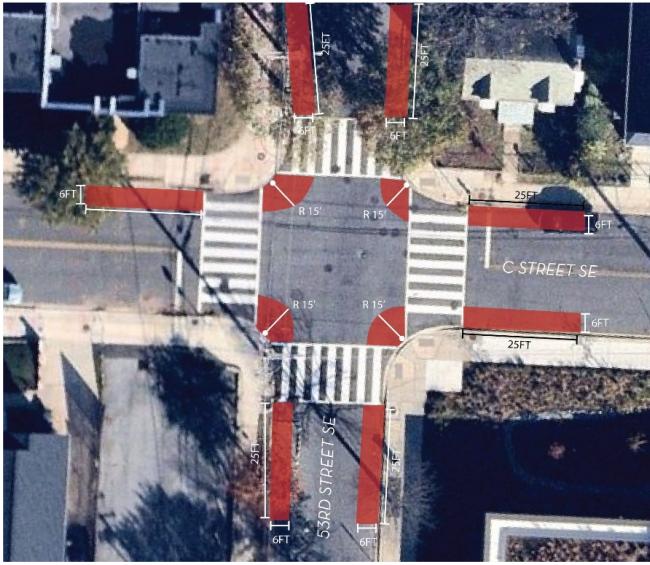


Applicants must not contact DCPS Central Office or any participating DCPS schools in connection with responding to this RFQ

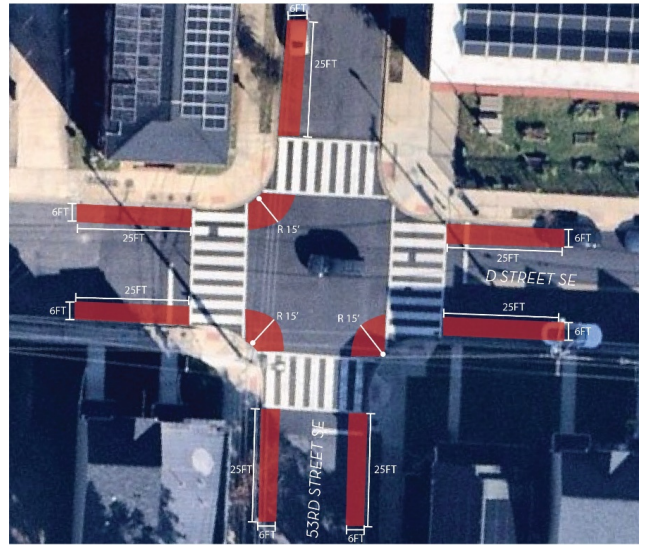
Site Specifications

SITE 3: CW HARRIS ELEMENTARY (301 53RD STREET SE)

53RD STREET & C STREET SE



53RD & D STREET SE



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