



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF YOUTH REHABILITATION SERVICES



Achievement Center
Program Initiative (ACPI)
Request for Applications



Speakers

- Erica Nelson, *Grants Management Specialist*, Department of Youth Rehabilitation Services
- Anwar Walker, *Supervisory Grants Management Specialist*, Department of Youth Rehabilitation Services

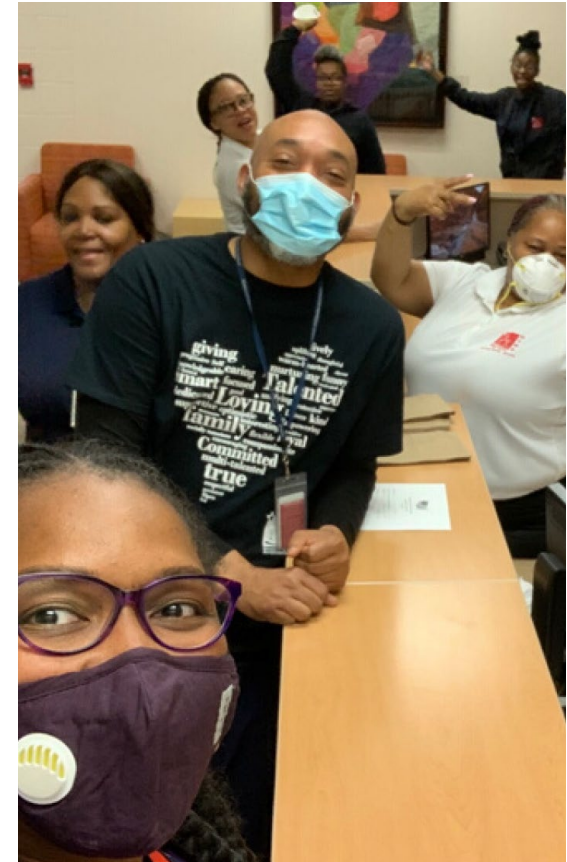


ABOUT DYRS

What is DYRS?

The Department of Youth Rehabilitation Services (DYRS) is a division of the DC Department of Public Safety.

The mission of DYRS is to give court-involved youth the opportunity to become more productive citizens by building on the strengths of youth and their families in the least restrictive, most homelike environment consistent with public safety.





ABOUT DYRS

Our Vision

To provide the nation's best continuum of care for court-involved youth and their families through a wide range of programs that emphasize individual strengths, personal accountability, public safety, skill development, family involvement and community support.





COMMUNITY PROGRAMMING

DYRS implements community-based services with the following three goals in mind:

GOAL 1

Connect youth to services, supports, and resources that help them reach their goals and developmental milestones.

GOAL 2

Engage youth in positive, developmentally appropriate, and structured activities that complement and enhance DYRS' approach for the care and supervision of young people to enhance public safety.

GOAL 3

Invest directly in local organizational and human resources that are accessible and dedicated to strengthening young people and their families to create safer and stronger communities in the long-term.



FY 23 COMMUNITY PROGRAMMING INITIATIVE (CPI)

The FY 23 Community Programming Initiative (CPI) is a grant agreement between DYRS and Progressive Life Center (PLC). As part of this agreement, PLC manages a network of local community-based organizations that provide services and programming to referred youth at DYRS Achievement Centers.



Programming offered at the Achievement Centers is grounded in the Positive Youth Justice (PYJ) framework.





Request for Applications Summary

- DYRS seeks eligible entities to provide the most rigorous, effective, appropriate supports, services and programming to youth at our two **Achievement Centers located at 450 H ST NW and 2101 Martin Luther King Jr Ave SE**
- Quarterly awards will be issued to entities that will provide services in **Technology or Art** at the Achievement Centers 1-2 days per week in a 1-hour block.
 - Quarter 2: February – April 2023 (one award)
 - Quarter 3: May – July 2023 (one award)



Request for Applications Summary

Quarter 2 Programming (February-April 2023)

- **Technology (Award up to \$40,000):** Seeking proposals that will introduce referred youth to technology-based skills. Proposed programs may focus on the following areas: 3D design and printing, coding, digital photography, robotics, social media management, game design, etc.

Quarter 3 Programming (May-July 2023)

- **Arts (Award up to \$40,000):** Seeking proposals that will introduce referred youth to art-based programs. Proposed programs should provide an outlet for addressing emotional and/or problem behaviors through artistic opportunities to learn new skills, develop new talents, and express thoughts and ideas in creative and therapeutic way. Programs should also focus on strengthening a youth's problem-solving skills, autonomy, self-esteem, engagement, mood, sense of purpose, social competence, and methods to cope with painful experiences by fostering resiliency.



Request for Applications Summary



Target Population: **Young people referred by
DYRS**



Request for Applications Summary



Applicants may apply for either quarter 2 or quarter 3 programming. Proposals should include a completed cover page and budget (that aligns with allowable costs) using the templates provided.

Cover Page



FY23 ACHIEVEMENT CENTER PROGRAMMING INITIATIVE COVER PAGE	
1) LEGAL BUSINESS NAME:	
2) MAILING Address Information (include mailing address, street, city, county, state and zip code):	
3) PAYEE Name and Mailing Address (if different from above):	
4) Program Title:	
5) Program Summary:	
6) TYPE OF PROGRAM (check ONE): <input type="checkbox"/> Technology (3 months – February to April 2023) <input type="checkbox"/> Arts (3 months May to July 2023)	
7) TOTAL FUNDING REQUESTED:	11) PRIMARY CONTACT PERSON Name: Phone: Email:
8) STAFFING LIST:	12) FINANCIAL OFFICER Name: Phone: Email:
12) AUTHORIZED REPRESENTATIVE Name: Title: Phone: Email:	13) SIGNATURE OF AUTHORIZED REPRESENTATIVE
	14) DATE



Request for Applications Summary

Proposals should include a comprehensive, thoughtful plan for programming to include how it will:

- Work with the authorized managing entity, Progressive Life Center
- Support youth referred by DYRS
- Successfully execute day-to-day operations related to programming
- Conduct attendance reporting
- Submit proper invoices to Progressive Life Center for **reimbursement of costs**
- Report program progress throughout the grant period to Progressive Life Center



Eligibility

Institutions below may apply for this grant:

- Nonprofit organizations, including those with IRS 501(c)(3) or 501(c)(4) determinations
- Faith-based organizations
- Universities/educational institutions
- Private Enterprises



Application Content and Submission

Program Narrative

Project Idea: Proposal reflects an innovative and thoughtful program rooted in the Positive Youth Justice domains to support youth and/or families in the achievement centers. The proposal clearly identifies the type of programming, where it will be held, and its overall implementation plan. Implementation plans will explain how the applying organization will: retain youth for the duration of the grant period and incorporate restorative justice practices. Include specific outcomes, activities, and outputs.



Application Content and Submission

Program Narrative

Target Population: Proposal reflects applicant's extensive knowledge working with the intended target population and includes examples of this experience. Proposal also includes organizational experience working with community members, knowledge of community issues and knowledge working with a justice-involved youth program. Proposal reflects any past successful programming offered to the area where the applying organization has a history of service delivery, date of past programming, and any past or current community connections. Proposal also explains whether and how the applicant's efforts working with this target population will facilitate economic opportunities for youth.



Application Content and Submission

Program Narrative

Organizational Capacity: Proposal demonstrates an applicant's organizational capacity and offers a clear plan for how to best utilize staff to reach proposed outcomes, conduct activities, and yield outputs. Proposal offers a brief biographical paragraph on any individuals whose expertise will be utilized during the grant period and explains their roles in achieving the proposed outcomes, activities, and outputs. Proposals should also demonstrate how the applicant organization will facilitate the supervision, coaching, and professional development of staff throughout the grant period.



Application Content and Submission

Program Narrative

Data Collection, Evaluation, and Reporting: The proposal reflects thoughtful and creative techniques for measuring program success. The proposal clearly explains the collection of data on activities, outputs, and outcomes. The individual(s) responsible for collecting data and a method for reporting to stakeholders and funders. The proposal also outlines how financial data is collected, managed, and reported.

*As a condition of the award, grantees are required to submit quarterly and monthly programmatic and financial reports to ensure proper use of grant funds, program progress and meeting data collection and reporting requirements.



Application Content and Submission

Program Narrative

Budget and Budget Narrative: The application includes a reasonable, comprehensive, accurate numeric budget. The application includes a clear, compelling budget narrative, one which justifies the line items listed in the numeric budget.

<i>FY23 Achievement Center Budget Template</i>		
Personnel Costs	Budget \$ Amount	Budget \$ Amount
Salaries and Wages:	0	0
	0	0
Total Salaries and Wages	0	
Payroll and Fringe (If applicable)		
Total Personnel and Fringe		
	0	0
Consultants	0	0
	0	0
Total Consultants/Community Navigators	0	0
	0	0
Non Personnel Costs	0	0
Telecommunication	0	0
Transportation	0	0
Program Supplies	0	0
Total Non Personnel Costs	0	
Sub-Total without Indirect		
Indirect Costs (not to exceed 10% of the total budget)	0	0
Total Budgeted Amount	0	
PLEASE NOTE: YOU CAN INSERT ADDITIONAL ROWS IF NECESSARY		

<i>FY23 Achievement Center Budget Template</i>			
SALARIES:	Amount	Justification	
Please list in detail all personnel under	0		
Salaries that add up to the salary amount,	0		
and give justification.			
PAYROLL TAXES AND FRINGE BENEFITS:	0		
List each employee and how you arrived	0		
at their payroll taxes and fringe benefits.	0		
	0		
	0		
Please note: This should be in accordance	0		
to IRS approved rate.	0		
CONSULTANTS			
List each Consultant and amount to be	0		
to be paid and justification.	0		
Non Personnel Costs:			
Telecommunication	0	Give justification on how you arrived at	
Food	0	the non personnel cost. Your anticipated	
Transportation	0	cost per month and also why the need for	
Program Supplies	0	such cost.	
Total Budget	0		



Application Content and Submission

Program Narrative

Acceptable narratives should be clear and concise. Applications are limited to 12 pages of narrative ONLY. This DOES NOT include the Cover Page, Budget and Budget Narrative. The format for the applications should be in Times New Roman 12-point font with 1-inch margins, double spaced.



Application Content and Submission

Required Documents

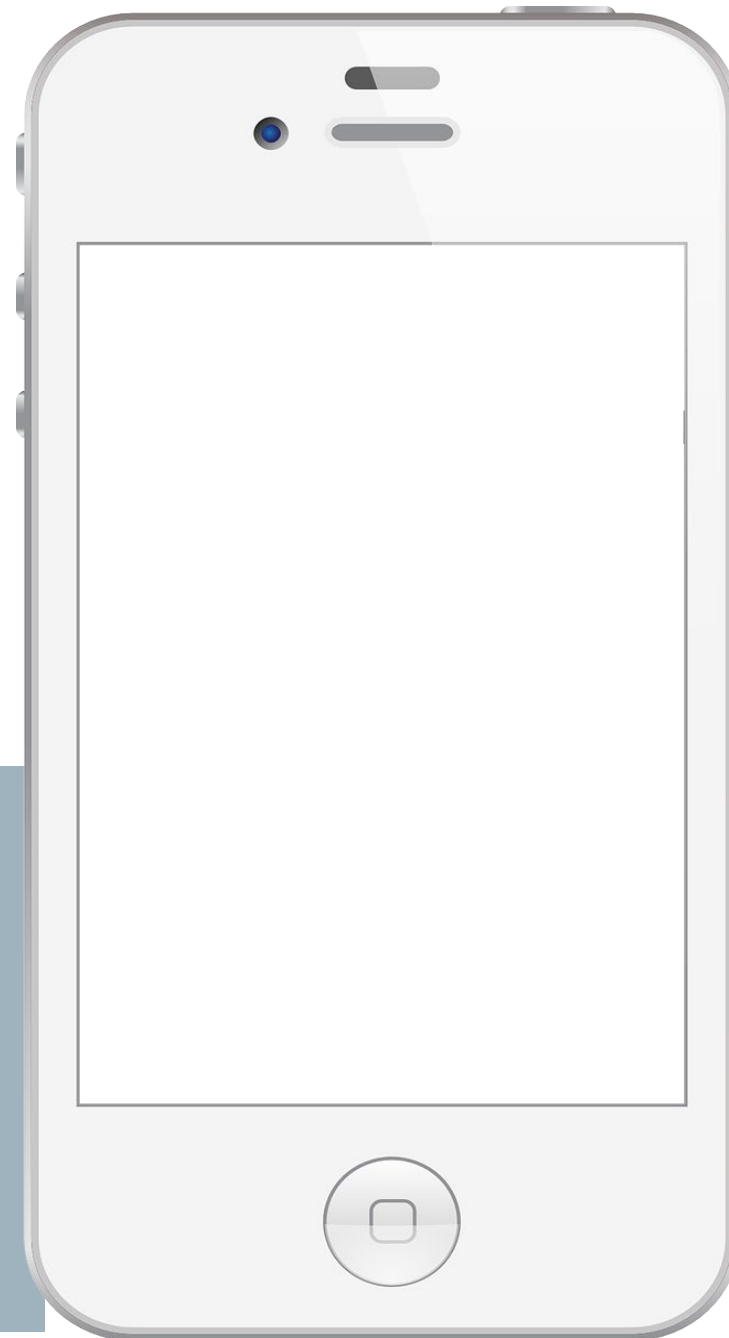
- Cover Page
- Certificate of Good Standing
- IRS W-9 Tax Form
- Tax Exemption Affirmation Letter
- Applicant's Current Fiscal Year Budget
- Audited Financial Statements
- Separation of Duties Policy
- Partner Documents (if applicable)



Application Content and Submission

Applications must be submitted by **Friday,
January 6, 2023, at 5PM ET.**

Applications must be submitted
by **email to applications@plcntu.org**. No
applications will be accepted after the deadline.



Applicants must
submit ALL
documents related to
the grant in ONE (1)
email. Applications
that do not include
all the required
documents will not
be eligible for review.



Contact Information and Application Support

Application questions can be submitted to applications@plcntu.org up to 5pm ET on Friday, December 16th. Responses to all questions will be posted to Progressive Life Center's website by Tuesday, December 20th.



Important Information

- Notification of award will be made in late January 2023
- Implementation of grant begins in February 2023 (quarter 2) and May 2023 (quarter 3)
- Agencies awarded will need to submitted proof of banking information for direct payment purposes and a certificate of insurance



Important Information

Agencies that are awarded will also need to submit the following information to Progressive Life Center for all staff that will be paid with grant funds:

- Photo ID
- Resume
- Job Description
- DC- Child Protection Registry Clearance
- Signed DYRS Ethics Pledge
- Youth Data Confidentiality Agreement
- Federal, State, and County Clearances (completed forms for PLC to have clearances conducted)
- Driving Record
- Proof of Auto Insurance (if transporting youth)
- 10 Panel Drug Screening
- PPD/TB Record
- CPR Certificate
- First Aid Certificate

Agencies will be required to have completed clearance packets within 2 weeks of receipt of their award. DYRS hold the right to rescind grant awards for agencies who fail to meet this deadline.



Thank you!