



DC COMMISSION ON
THE ARTS & HUMANITIES

TECHNICAL ASSISTANCE

DCCAH staff members are available to help develop grant applications through group and individual technical assistance. Between April and May 2014, the DCCAH will conduct free workshops for participants to learn useful information about the agency's funding opportunities and how to submit a grant application. More information about the dates and times of these workshops may be found at www.dcartools.org under [Grant Writing Assistance](#). **The DCCAH urges all applicants to attend these workshops.** In addition, DCCAH staff members are available for 30-minute appointments up to one week before the deadline.

Workshops will take place at the offices of the DC Commission on the Arts and Humanities and the Marshall Heights Community Development Organization (MHCDO). **Workshop dates, times and locations listed below are subject to change.** All workshops are free and open to the public; however, participants are encouraged to RSVP. Be sure to bring photo identification when you arrive. Contact Alexis Hooks at Alexis.Hooks2@dc.gov or call 202-724-5613.

Date	Time	Topic	Location
Tuesday, April 8	1:00pm-2:00pm	CAP ORG	DCCAH
Tuesday, April 8	2:30pm-3:30pm	AFP & CAP - Individual	DCCAH
Tuesday, April 8	4:00pm-5:00pm	Evaluations & Assessments Workshop	DCCAH
Tuesday, April 8	6:30pm-7:30pm	GIA	DCCAH
Wednesday, April 9	1:00pm-2:30pm	Grant Writing Clinic: General Information Conducted by Humanities Council of DC	DCCAH Multi-Purpose Room
Wednesday, April 9	3:00pm-4:00pm	GIA	MHCDO
Wednesday, April 9	6:30pm-7:30pm	CAP ORG	DCCAH
Thursday, April 10	9:00am-12:00pm	Open Hours	MHCDO
Thursday, April 10	1:00pm-2:00pm	EOR	MHCDO
Thursday, April 10	2:30pm-3:30pm	AFP & CAP - Individual	MHCDO
Thursday, April 10	2:00pm-3:00pm	AEP	DCCAH
Thursday, April 10	6:30pm-7:30pm	SCIAG	DCCAH
Monday, April 14	2:00pm-3:30pm	CDP Webinar for DC Orgs.	Online
Tuesday, April 15	1:00pm-2:00pm	GIA	DCCAH
Tuesday, April 15	6:30pm-7:30pm	CFP	DCCAH
Wednesday, April 16	HOLIDAY	HOLIDAY	HOLIDAY
Thursday, April 17	9:00am-12:00pm	Open Hours	MHCDO
Thursday, April 17	12:00pm- 1:00pm	SCIAG	MHCDO
Thursday, April 17	1:00pm-2:00pm	AEP	MHCDO
Thursday, April 17	2:30pm-3:30pm	UPSTART	MHCDO

Thursday, April 17	6:30pm-7:30pm	Work Sample Workshop	DCCAH Multi-Purpose Room
Monday, April 21	4:00pm-5:30pm	CDP Webinar for DC Orgs.	Online
Tuesday, April 22	1:00pm-2:00pm	SCIAG	DCCAH
Tuesday, April 22	2:30pm-3:30pm	EOR	DCCAH Multi-Purpose Room
Tuesday, April 22	6:30pm-7:30pm	UPSTART	DCCAH
Wednesday, April 23	2:30pm-3:30pm	CFP	MHCDO
Thursday, April 24	9:00am-12:00pm	Open Hours	MHCDO
Thursday, April 24	1:00pm-2:00pm	Evaluations & Assessments Workshop	MHCDO
Thursday, April 24	2:30pm-3:30pm	CFP	DCCAH
Thursday, April 24	6:30pm-7:30pm	AFP & CAP - Individual	DCCAH
Monday, April 28	6:30pm-7:30pm	General Workshop	THEARC
Tuesday, April 29	9:00am-12:00pm	Open Hours	MHCDO
Tuesday, April 29	1:00pm-2:00pm	PABC	MHCDO
Tuesday, April 29	2:30pm-3:30pm	CAP ORG	MHCDO
Tuesday, April 29	6:30pm-7:30pm	EOR	DCCAH Multi-Purpose Room
Thursday, May 1	1:00pm-2:00pm	UPSTART	DCCAH
Thursday, May 1	2:30pm-3:30pm	Work Sample Workshop	DCCAH
Thursday, May 1	2:30pm-3:30pm	PABC	DCCAH
Thursday, May 1	6:30pm-7:30pm	AEP	DCCAH

East of the River Satellite Location Workshops

In preparation for the FY15 grant application process, DCCAH will offer community based outreach at Marshall Heights Community Development Organization (MHCDO). This satellite location will be staffed by DCCAH's Community Outreach Coordinator. The goal of the DCCAH satellite office is to provide potential applicants with one-on-one assistance related to DCCAH FY15 grant applications. The satellite office open hours are: 9:00am-12:00pm and walk-ins are welcome.

In addition to one-on-one assistance, DCCAH will also offer workshops at MHCDO. Please see the schedule below for all technical assistance opportunities available at Marshall Heights Community Development Organization.

Date	Time	Topic	Location
Wednesday, April 9	3:00pm-4:00pm	GIA	MHCDO
Thursday, April 10	9:00am-12:00pm	Open Hours	MHCDO
Thursday, April 10	1:00pm-2:00pm	EOR	MHCDO
Thursday, April 10	2:30pm-3:30pm	AFP & CAP - Individual	MHCDO
Thursday, April 17	9:00am-12:00pm	Open Hours	MHCDO
Thursday, April 17	12:00pm- 1:00pm	SCIAG	MHCDO
Thursday, April 17	1:00pm-2:00pm	AEP	MHCDO
Thursday, April 17	2:30pm-3:30pm	UPSTART	MHCDO

Wednesday, April 23	2:30pm-3:30pm	CFP	MHCDO
Thursday, April 24	9:00am-12:00pm	Open Hours	MHCDO
Thursday, April 24	1:00pm-2:00pm	Evaluations & Assessments Workshop	MHCDO
Tuesday, April 29	9:00am-12:00pm	Open Hours	MHCDO
Tuesday, April 29	1:00pm-2:00pm	PABC	MHCDO
Tuesday, April 29	2:30pm-3:30pm	CAP ORG	MHCDO

Workshop Registration Details

Cultural Data Project: Learn the basics of participation in the Cultural Data Project. The CDP New User orientation will walk applicants through the process of completing their Data Profile, applying to participating grantmakers, and generating reports. This orientation is recommended for organizations that are new to the CDP, or as a refresher on using the online system.

For applicants interested in participating in the online Cultural Data Project workshops, please visit CDP <http://www.dcculturaldata.org/news.aspx>.

Grants Writing Clinic: The Humanities Council of Washington DC, a partner of DC Commission on the Arts & Humanities, will conduct a General Grants Writing Clinic for potential applicants. The goal of the workshop is to provide more in-depth assistance and feedback to the applicant’s questions regarding grant proposals, to increase the funding potential of the applicant.

Applicants interested in registering for the Grant Writing Clinic must email Curtis Foy at curtis.foy2@dc.gov for specific instructions and preparation for the workshop.

FY15 Workshops will be located at:
<p>DC Commission on the Arts and Humanities 200 I (Eye) Street SE, Suite 1400 Washington, DC 20003</p> <p>Marshall Heights Community Development Organization 3939 Benning Road, NE Washington, DC 20019</p> <p>THEARC 1901 Mississippi Ave., SE Washington, DC 20020</p>

One-on-One Assistance

DCCAH staff members are available for 30-minute appointments up to one week before the deadline. DCCAH encourages applicants to send drafts to DCCAH staff members in advance of the meeting. The purpose of one-on-one assistance is to discuss strategies that might help showcase the applicant's activities in the best possible manner.