

Narrative Questions

You will be required to upload a Microsoft Word or PDF file, not to exceed five pages addressing the following points: the page limit excludes supporting documents such as photos or letter(s) of commitment. We strongly recommend you copy and paste the questions to use as an outline in your narrative to ensure you address all questions.

1. Does your project propose to PHYSICALLY ALTER a DC Public School? (Example: you propose to work with students at a school to create a mural on school property.)

- ◆ YES or NO

If yes, complete Appendix B Initial Project Feasibility Form and submit to DCPS Central Office. Allow at least 10 business days for their review and be prepared to answer follow-up questions.

2. Is your project on Department of Parks and Recreation land?

- ◆ YES or NO

If yes, complete Appendix C DPR Initial Project Feasibility Form and submit to DPR contacts listed on the form. Allow at least 10 business days for their review and be prepared to answer follow-up questions.

3. What is the storm sewer system(s) where your project will take place?

- ◆ CSS (Combined Storm Sewer) or MS4 (Municipal Separate Storm Sewer System)

To determine the project's watershed, [click here](#) and add the address.

4. Highlight each of the project areas your project addresses. You may highlight more than one.

- ◆ Project Area 1: Equitable access to natural areas along the Anacostia River.
- ◆ Project Area 2: Install green infrastructure and green infrastructure maintenance.
- ◆ Project Area 3: Provide pathways to green jobs.
- ◆ Project Area 4: Restore natural habitat.
- ◆ Project Area 5: Project-based learning to District of Columbia Public and Charter Schools students.
- ◆ Project Area 6: Transitioning from single use to reusable items at DC businesses.
- ◆ Project Area 7: Small events at Kingman and Heritage Islands
- ◆ Special Project Area 1: Advance stewardship, environmental education, restoration, community engagement, and maintenance efforts in neighborhoods within the Oxon Run watershed and Oxon Run Park corridor in the District.
- ◆ Special Project Area 2: Environmental justice.

Project goal and Justification:

5. What is the goal of your project? How does your project proposal align with the goals of this RFA? DOEE's goals are to: educate a priority audience, increase knowledge, or lead to behavior change that ultimately improves the health of the District's waterways, including reducing the impacts of stormwater runoff and pollution to restore local waterways.

Justification of the project:

6. Why this project is needed: Explain the problem, potential benefits or value of the project.
7. How does the project build on or learn from previous efforts?

8. How does this project support the broader goals of your organization?

Message:

9. What is the intended message of the project?

(e.g., We encourage you to plant a native red bud tree; Pick up your pet waste, bag it, and discard it appropriately). State the message in your own terms, as if you are writing it for your priority audience. Think about why this project matters to the audience.

Activities proposed, methods and evaluation:

10. Describe the activities you propose to do.
11. Describe the methods chosen and briefly mention why they are the most effective to achieve your project goals.
12. Describe clear metrics to monitor your project's progress and evaluate results.

You are encouraged to rely on known outreach, engagement, and media best practices. Examples include but are not limited to workshops, innovative media, individual outreach, demonstration planting projects, etc.

Budget

13. Briefly justify your budget and costs, you can include personnel, contractual costs, materials, field trips and indirect costs. Please keep indirect costs to 10% of your direct costs, not your total budget.

Partnerships and Community:

12. Who is/are your priority audience(s)? Think about the types and groups of people most relevant to your goal.
13. Describe the demographic information of the community or population involved in or served by the project?
14. What is your organization's experience working within the specific communities that you will be prioritizing? If you have not had significant experience within your prioritized demographic, explain how you intend to address this issue?
15. Have you selected partners for this project?
16. Is the community involved or going to be involved in the project?

The Trust encourages applicants to establish partnerships with local organizations that may have greater cultural competencies within the targeted demographic(s).

Sustainability:

17. DOEE and The Trust aim to invest in projects that have continued impact after the grant period has ended and projects that fit into other watershed stewardship activities. Please address the impact of your work after the grant period has ended.
18. For projects involving an installation (e.g., green infrastructure, artwork), how will your project be maintained during and after the grant period?

Be sure to address who will maintain it, how often, and how ongoing maintenance will be funded. If the project is not an installation and will not require

maintenance, please address the impact of the work.

19. How does this project fit into other watershed stewardship activities occurring in the community?
20. If the project or program will need ongoing financial resources in order to maintain its value, what is your abbreviated plan to sustain the project beyond the term of the proposed funding request?

Consultants:

21. Has/will a consultant be hired and has a contractor been selected?
22. What was your consultant/contractor selection process? Include justification and background of the selected consultant/contractor. If using a bid process, describe the process.

If hiring a consultant, applicants should either (a) have already obtained cost estimates, quotes, or bids from at least three service providers prior to completing the application, or (b) indicate in the proposal that at least three estimates, quotes, or bids will.

Creative Solutions:

23. If applicable: How will your project use art, placemaking, dance, oral histories, or another creative solution to engaging the priority audience in the project??

Organization Information:

24. Has your organization ever had a dispute, investigation, or audit with the District of Columbia? If yes, describe the nature of the investigation, when it took place, and how it was resolved.
25. Have you previously received a Community Stormwater Solutions Grant?