



DC COMMISSION ON
THE ARTS & HUMANITIES

TECHNICAL ASSISTANCE

DCCAH staff members are available to help develop grant applications through group and individual technical assistance. In April 2015, 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.dcartz.dc.gov 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 Town Hall Education Arts Recreation Campus (THEARC). **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
Wednesday, April 8	2:00pm-3:30pm	Artist Fellowship Program (AFP) & City Arts Projects (CAP) – Individual	DCCAH
Wednesday, April 8	6:30pm-8:30pm	CAP Org	DCCAH
Thursday, April 9	9:00am-12:00pm	OPEN HOURS	THEARC
Thursday, April 9	12:00pm-1:30pm	Grants-in-Aid (GIA)	THEARC
Thursday, April 9	2:00pm-3:30pm	UPSTART	THEARC
Thursday, April 9	3:30pm-5:00pm	Arts Education Program (AEP)	THEARC
Thursday, April 9	6:30pm-8:00pm	Sister Cities International Arts Grant (SCIAG)	DCCAH
Monday, April 13	2:00pm-3:30pm	Cultural Data Project Webinar for DC Orgs	Online
Monday, April 13	6:30pm-8:00pm	AEP	DCCAH
Tuesday, April 14	12:00pm-1:30pm	CAP Org	DCCAH
Tuesday, April 14	2:00pm-3:30pm	East of the River (EOR)	DCCAH
Tuesday, April 14	6:30pm-8:00pm	GIA	DCCAH
Wednesday, April 15	9:00am-12:00pm	OPEN HOURS	THEARC
Wednesday, April 15	12:00pm-1:30pm	AFP & CAP – Individual	THEARC
Wednesday, April 15	2:00pm-3:30pm	Cultural Facilities Projects (CFP)	THEARC
Wednesday, April 15	3:30pm-5:00pm	SCIAG	THEARC
Wednesday, April 15	6:30pm-8:00pm	UPSTART	DCCAH
Thursday, April 16	HOLIDAY	HOLIDAY	HOLIDAY
Monday, April 20	2:00pm-3:30pm	Cultural Data Project Webinar for DC Orgs	Online
Monday, April 20	6:30pm-8:00pm	Work Sample Workshop	DCCAH

Tuesday, April 21	12:00pm-1:30pm	GIA	DCCAH
Tuesday, April 21	2:00pm-3:30pm	SCIAG	DCACH
Tuesday, April 21	6:30pm-8:00pm	CFP	DCCAH
Wednesday, April 22	12:00pm-1:30pm	UPSTART	DCCAH
Wednesday, April 22	3:30pm-5:00pm	GDG	DCCAH
Wednesday, April 22	6:30pm-8:00pm	CAP – Individual	DCCAH
Thursday, April 23	9:00am-12:00pm	OPEN HOURS	THEARC
Thursday, April 23	12:00pm-1:30pm	CAP Org	THEARC
Thursday, April 23	3:30pm-5:00pm	EOR	THEARC
Thursday, April 23	6:30pm-8:00pm	AFP	DCCAH
Monday, April 27	3:00pm-3:30pm	AEP	DCCAH
Monday, April 27	6:30pm-8:00pm	General Workshop	TBD
Tuesday, April 28	12:00pm-1:30pm	Public Art Building Communities	DCCAH
Tuesday, April 28	2:00pm-3:30pm	CFP	DCCAH
Wednesday, April 29	6:30pm-8:00pm	EOR	DCCAH
Thursday, April 30	9:00am-12:00pm	OPEN HOURS	THEARC
Thursday, April 30	12:30pm-2:00pm	General Workshop	THEARC

East of the River Satellite Location Workshops

In preparation for the FY16 grant application process, DCCAH will offer community based outreach at the Town Hall Education Arts Recreation Campus (THEARC) 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 FY16 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 THEARC. Please see the schedule below for all technical assistance opportunities available at the Town Hall Education Arts Recreation Campus.

Date	Time	Topic	Location
Thursday, April 9	9:00am-12:00pm	OPEN HOURS	THEARC
Thursday, April 9	12:00pm-1:30pm	GIA	THEARC
Thursday, April 9	2:00pm-3:30pm	UPSTART	THEARC
Thursday, April 9	3:30pm-5:00pm	AEP	THEARC
Wednesday, April 15	9:00am-12:00pm	OPEN HOURS	THEARC
Wednesday, April 15	12:00pm-1:30pm	AFP & CAP – Individual	THEARC
Wednesday, April 15	2:00pm-3:30pm	CFP	THEARC
Wednesday, April 15	3:30pm-5:00pm	SCIAG	THEARC
Thursday, April 23	9:00am-12:00pm	OPEN HOURS	THEARC
Thursday, April 23	12:00pm-1:30pm	CAP Org	THEARC
Thursday, April 23	3:30pm-5:00pm	EOR	THEARC
Thursday, April 30	9:00am-12:00pm	OPEN HOURS	THEARC

Thursday, April 30	12:30pm-2:00pm	General Workshop	THEARC
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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>.

FY16 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>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.