



Office of Partnerships and Grants OPGS (BU)

MISSION STATEMENT

The Office of Partnerships and Grant Services' (OPGS) aims to assist District government and nonprofit organizations to obtain and manage diverse resources through effective management and oversight of the government's donation solicitation, grant development and grant-making processes.

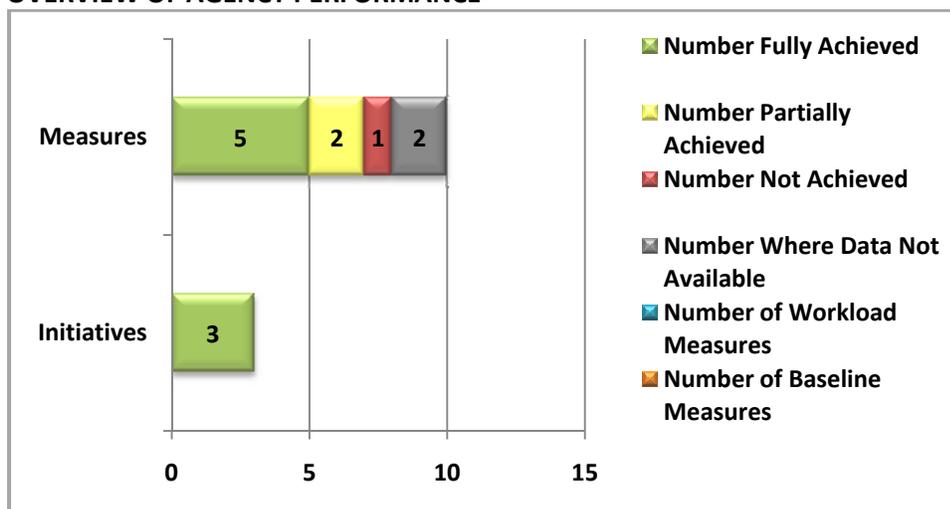
SUMMARY OF SERVICES

OPGS provides four core services: (1) grant and resource development support, (2) grant-making oversight, (3) donation solicitation management, and (4) capacity building training. Heretofore, OPGS has dedicated a substantial portion of its capacity building services to District based nonprofits. However, effective FY2010, OPGS will suspend these nonprofit capacity building services due to mandated staff reductions. OPGS' FY2010 Performance Plan will reflect these structural changes.

ACCOMPLISHMENTS

- ✓ OPGS published the District City-Wide Grants Manual and Sourcebook that provides a uniform set of guidelines for awarding, monitoring, and reporting on the government's grant and sub-grant activities
- ✓ OPGS was the only government entity in the Greater Washington Metropolitan Region awarded a \$250,000 ARRA Strengthening Communities Fund Capacity Building Grant from the US Department of Health and Human Services' Administration for Children and Families.
- ✓ OPGS launched its enhanced on-line Donations Management System that streamlines the donation application process, enables District agencies to monitor the status of their applications, and provides them with easier access to training activities.

OVERVIEW OF AGENCY PERFORMANCE





Performance Initiatives – Assessment Details

Performance Assessment Key:

-  Fully achieved  Partially achieved  Not achieved  Data not reported

OBJECTIVE 1: Provide more effective oversight and transparency of the District’s grant and sub-grant making process.

- **INITIATIVE 1.1: Replace DCMR Title 1, Chapter 50 Rules with new Rules for awarding and managing District grants and sub-grants.**
On Dec. 31, 2009, the Office of Partnerships and Grant Services, in cooperation with the Office of the Attorney General, published the City-Wide Grants Manual and Sourcebook which provides a uniform set of guidelines for awarding, monitoring, and reporting on the District's grant and sub-grant making authority.

OBJECTIVE 2: Enhance OPGS staff support of capacity building grant services to District agencies.

- **INITIATIVE 2.1: Develop training curriculum and schedule for District agencies on new Rules – Grant Source Book.**
OPGS has published the required training material for the Sourcebook on its intranet site for all District agencies with Grantmaking authority and held an online training via GOTO Webinar in September 2010. In addition, DC grant managers may take the training on an on-demand basis by visiting OPGS' intranet site. Please note that OPGS decided to conduct webinars as opposed to the four classroom trainings to use our resources more efficiently, provide greater flexibility, and reach more District grant managers.

OBJECTIVE 3: Promote greater awareness and compliance of the District’s donation solicitation and management process.

- **INITIATIVE 3.1: Enhance the District’s online donation management database and related training support.**
OPGS, in collaboration with OCTO, successfully launched an enhanced the automated donation reporting and tracking system in April 2010. The improved system generates donor thank you letters. OPGS also conducted the four (4) webinar training has planned for this period.



Key Performance Indicators – Details

Performance Assessment Key:

● Fully achieved
 ● Partially achieved
 ● Not achieved
 ● Data not reported

	Measure Name	FY2009 YE Actual	FY2010 YE Target	FY2010 YE Actual	FY2010 YE Rating	Budget Program
●	1.1 # of D.C. agencies certified to have grant making authority	0	35	33	94.29%	SUB-GRANTS
●	1.2 % of D.C. agencies complying with new sourcebook rules	0	50	100%	200%	SUB-GRANTS
●	2.1 # of D.C. agency grant managers certified to use new Grant Manual	0	50	37	74%	SUB-GRANTS
●	2.2 % of D.C. agency grant managers submitting quarterly reports to GIDS	0	50	39.68%	79.37%	
●	2.3 # of work hours used to assist grant managers to submit quarterly GIDS reports.	0	960	890	107.87%	
●	2.4 Average # of days agencies use to disburse their grant and sub-grant payments	0	60			SUB-GRANTS
●	2.5 # of local grants issued by District agencies	0	0			SUB-GRANTS
●	3.1 # of D.C. agency donation managers who completed training	0	100	155	155%	
●	3.2 % of D.C. agencies certified that comply with donations process	72	85	81.82%	96.26%	
●	3.3 # of work hours used to prepare quarterly donations training sessions	0	480	300	160%	
●	3.4 # of work hours used to prepare quarterly donation reports.	0	120	57	210.53%	