

**THE CITY FUND**  
**SAFER, STRONGER DC COMMUNITY OPPORTUNITY GRANT**



THE **CITY** FUND

**ADMINISTERED BY:**



**CONTACT:**

**THE CITY FUND TEAM**

**Manon P. Matchett**

[mmatchett@thecommunityfoundation.org](mailto:mmatchett@thecommunityfoundation.org)

# THE CITY FUND

## SAFER, STRONGER DC COMMUNITY OPPORTUNITY GRANTS

Funding Objective	<p>The City Fund Safer, Stronger DC Community Opportunity Grant seeks to fund nonprofits that help improve the lives of individuals and families living in District neighborhoods disproportionately affected by inequities related to social determinants of health including: access to educational, economic and job opportunities, access to health care services, quality of education and job training and recurring exposure to violent crime.</p> <p>General operating grants are available for organizations who can serve Safer, Stronger DC Community Partnerships priority police service areas. Priority consideration will be given to organizations not previously funded and those who demonstrate a successful work history related to community violence prevention, gang violence prevention, high risk individual mediation, high risk individual mentorship and violence disruption/interruption work.</p>
Geographical Areas Funded	Police Service Areas (PSAs): 302, 304, 305, 404, 506, 507, 602, 603, 604, 702, 704, 705 & 706
Available Funding	\$1.2 million
Application Requirements	Applicants must submit a proposal via The Community Foundation's online application system no later than <b>4:00 pm, Thursday, December 14, 2017.</b>
Eligibility Information	<p>Applicant organizations and fiscal sponsors must meet the following criteria to be eligible for grant consideration:</p> <ul style="list-style-type: none"> <li>• 501(c)(3) designation;</li> <li>• For fiscal sponsor applications, a 501(c)(3) non-profit organization must serve as the lead applicant;</li> <li>• Applicant organization and fiscal sponsor must be compliant with all District business and tax requirements, including:             <ul style="list-style-type: none"> <li>○ Registration as a non-profit and in good standing with the District of Columbia Department of Consumer and Regulatory Affairs (DCRA).</li> <li>○ Possession of a valid Charitable Solicitation or Charitable Exempt license.</li> <li>○ Arrearages less than \$100 to the District government.</li> <li>○ Completed and signed tax waiver.</li> </ul> </li> <li>• Only one application per organization and/or Federal Tax Identification Number, except if applying as a fiscal sponsor on behalf of another entity.</li> <li>• Applicant or fiscal sponsor must have an operating business office in the District of Columbia.</li> <li>• Applicant has existing programming working with individuals and families at immediate risk of being the victim or instigator of violence and can demonstrate service within the District of Columbia for a minimum of two years.</li> <li>• Applicant has a demonstrated track record and successful program delivery model for community violence prevention, gang violence prevention, high risk individual mediation, high risk mentorship, or violence disruption/interruption work.</li> </ul>
Applicant Informational Webinars	<p>Two informational webinars will convene on <b>Monday, November 20<sup>th</sup> from 10:00 am to 12:00 pm</b> and <b>Thursday, November 30<sup>th</sup> from 2:00 pm to 4:00 pm.</b></p> <p>To register, please copy and paste one of the following links in your preferred web browser:</p> <p><b>Monday, November 20<sup>th</sup></b>      <a href="https://cc.readytalk.com/r/xcnjvtchig54&amp;eom">https://cc.readytalk.com/r/xcnjvtchig54&amp;eom</a>  <b>Thursday, November 30<sup>th</sup></b>      <a href="https://cc.readytalk.com/r/u8w5r4es3qti&amp;eom">https://cc.readytalk.com/r/u8w5r4es3qti&amp;eom</a></p>
Grants Available	Applicants may request between \$25,000 and \$100,000 to support organizational mission. This includes day-to-day operations, infrastructure needs and new initiatives that are not directly aligned with programmatic activity.
Questions and Contact:	Please direct all questions to Manon Matchett <a href="mailto:mmatchett@thecommunityfoundation.org">mmatchett@thecommunityfoundation.org</a> .

## BACKGROUND

Safer, Stronger DC (SSDC) Community Partnerships are part of the District of Columbia Government's public safety and violence prevention agenda. The approach fosters a community-oriented model to crime prevention and public safety. SSDC will support the work of organizations whose missions and programs provide targeted interventions and strategies that:

- Reduce incidences of violent crime;
- Improve the health, well-being and quality of life of residents in the priority communities;
- Increase community and civic participation; and
- Engage residents in meaningful and productive activities.

## GRANTS AVAILABLE

Applicants may request between \$25,000 and \$100,000. This may include:

- Administrative (Accounting, legal, salaries, benefits)
  - Capital (technology, office furnishings)
  - Professional development
  - Programs
- . Grant awards will not be awarded for:
- Expenses incurred or obligated prior to or after the grant period,
  - Re-granting; or
  - Advocacy efforts.

## REVIEW PROCESS

Applications will be reviewed by an independent review committee comprised of The Community Foundation's staff and donors, issue experts and other colleagues, using the following criteria:

- Documented history of organization's success in mission attainment,
- Consistent program results, and
- Effective executive and board leadership.

Priority consideration will be given to organizations not previously funded and those who demonstrate:

- A successful organizational history related to community violence prevention, gang violence prevention, high risk individual mediation, high risk individual mentorship and violence disruption/interruption work;
- Need based on successful violence prevention efforts;
- Ability to address community needs and concerns;
- Active community involvement; and
- Sound fiscal health, including diverse funding sources.

## GRANT OPPORTUNITY AREA DEFINITIONS

The following definitions are specific to this grant opportunity and will be used to qualify the merit of applications for the grant area chosen. Please make sure that you appropriately select the grant area that best identifies the demonstrated work of your organization and the narrative elements of your application. When possible, please cite specific examples of your organizational success in the selected grant area within the narrative of your application.

- **Community Violence Prevention**

Community violence prevention is defined as a community approach to address the effects of trauma and exposure to intentional acts of violence committed in public areas by individuals who are not intimately related to the victim.

- **Gang Violence Prevention**

Gang violence prevention refers to the direct services, programs or activities designed to prevent individuals most at risk of joining gangs and crews and those already involved, by providing alternative positive youth and adult development outlets.

- **High risk individual mediation**

High risk individual mediation is a process of conflict resolution led by a neutral mediator to pull together those directly connected to disputes by providing a safe space for individuals to express concerns and resolve conflict through common grounds.

- **High risk individual mentorship**

High risk individual mentorship is the building of healthy and positive relationships with individuals who are at high risk of engaging in or being the victim of violence. In addition, high risk individual mentoring provides an opportunity for mentors to help mentees challenge personal thoughts and behaviors that derail healthy personal development and assist mentees with navigating supports and services needed to meet individual goals.

- **Violence Disruption/Interruption**

The ability to go into communities and begin dialogue and build trust with active/known shooters and those most at risk for violence and those in the community leading the violent activity. Also, to include the skills needed to mediate, engage and direct those most at risk for violent behavior toward truces and services/resources that will lessen criminogenic activity.

## APPLICATION INSTRUCTIONS FOR CITY FUND APPLICANTS

The Request for Proposals (RFP) must be submitted via The Community Foundation's online system by **4:00 pm, Thursday, December 14, 2017**.

***Faxed or hard copies will not be accepted. Incomplete or illegible Request for Proposals will not be reviewed.***

Please note that all items uploaded as part of your application package must be submitted in PDF format. Please see Appendix B for a list of PDF creation resources. If you must use a document scanner to create a PDF, please ensure that the resulting file is easy to read and is not password protected.

***Failure to comply with any of the guidelines or proposals that deviate from the required format will cause your application to be disqualified for review and grant award consideration. No extensions will be granted and the online system will automatically reject all late applications.***

### I. Organizational Information (Completed Online – No attachment required)

#### 1. Organization Information (Required for all applications)

Please provide the following information for your organization, including fiscal sponsors.

- a. Organization name and mailing address (No P.O. Boxes; please use physical street address)
- b. Organization phone and fax numbers
- c. Organization's email and website addresses [Do not include http/https prefix]
- d. Federal Tax Identification Number
- e. Tax Status
  - i. 501(c)(3)
  - ii. Public Charity
  - iii. Public Foundation
  - iv. Private Foundation
- f. Organization's mission [75-word maximum]
- g. Annual budget for current fiscal year
- h. Fiscal year period [MM/YYYY – MM/YYYY]
- i. Ward where organization is located
- j. Estimated number of people served by organization
- k. Primary population served Select **ONLY** one)
  - i. Infant and Toddlers (0 to 4 years)
  - ii. Children (5 to 12 years)
  - iii. Youth (13 to 18 years)
  - iv. Young Adult (19 to 24 years)
  - v. Adult (25 to 54 years)
  - vi. Seniors (55 years and older)
  - vii. Family (Combination of all of above)

#### 2. Points of Contact (Required for all applications)

- a. Name of Chief Executive (Authorizing/Certifying Official)
  - i. (Prefix, First Name, Middle Initial, Last Name, Suffix)
  - ii. Title
  - iii. Email
  - iv. Phone
- b. Name of main contact for this proposal, if other than Chief Executive
  - i. Title
  - ii. Email
  - iii. Phone

3. **Proposal Request (Required for all applications)**

- a. Are you applying as a Fiscal Sponsor?
  - i. Yes
  - ii. No
- b. Amount requested [Between \$25,000 to \$100,000]
- c. Purpose of request [75 word maximum]
- d. Police Service Area to be served by Grant [Select **ONLY** one]
  - i. PSA 302
  - ii. PSA 304
  - iii. PSA 305
  - iv. PSA 404
  - v. PSA 506
  - vi. PSA 507
  - vii. PSA 602
  - viii. PSA 603
  - ix. PSA 604
  - x. PSA 702
  - xi. PSA 704
  - xii. PSA 705
  - xiii. PSA 706
- e. Does your organization have any violence prevention programs or activities?
  - i. Yes
  - ii. No
- f. Grant opportunity area
  - i. Community violence prevention
  - ii. Gang violence prevention
  - iii. High risk individual mediation
  - iv. High risk individual mentorship
  - v. Violence disruption/interruption
- g. Estimated number of people served by the grant opportunity
- h. Grant start date [MM/YYYY – MM/YYYY] (May start as early as January and as late as March 2018)
- i. Grant end date [MM/YYYY – MM/YYYY] (All grant activity must be completed by February 28, 2019)

4. **District of Columbia Due Diligence (Required for all applications)**

- a. Certificate of Good Standing File Number
- b. Basic Business License Number

## **II. Narrative (Maximum of 10 Pages Double-Spaced, 11 point or higher font, 1” Margins)**

### **Organizational Background**

The background section should introduce the review committee to the applicant(s). Please:

1. Describe your organization’s mission, history and key programs.
2. Describe the leadership and governance of the organization and their respective roles.
3. Describe the organization’s most significant challenge(s) within the last year.
4. Describe the organization’s most important accomplishments within the last year.
5. How will this grant impact your short-term and long-term operational goals?

### **Purpose of Request**

Describe the activities you propose to carry out if selected as a grantee of the City Fund:

1. How will the general operating grant be used?
2. Describe the priority community and population.
  - a. What are the neighborhood challenges?
  - b. What are the neighborhood assets?
3. How does your organization meet the needs or address the issues of the priority community?
  - a. Describe your organization’s outreach and programmatic activity designed to meet this need.
  - b. How will quality of life be improved in the priority community?
  - c. How does your organization assist with violence prevention?
4. Make the case that your organization has the capacity to carry out this work.

### **Anticipated Outcomes**

1. Describe the results you expect to be realized for the priority population(s) you serve.
2. What data/performance measures will you use?

### **Project Management**

1. Who will be directly involved in overseeing the administration of the grant?
2. Please provide a timeline of expenditure activities.

### **Need**

1. How would your organization be impacted if the Safer, Stronger DC Opportunity grant was not available?  
Provide detail on programmatic activity, services, staffing and how the priority population would be affected.

**All attachments must be uploaded as a PDF. Please make sure that documents are not password protected. Applications that do not include all required information will be disqualified. In addition, illegible or incomplete applications will not be considered. Applicants will not be contacted to provide missing or illegible information.**

### **III. Attachments**

**(Required for all applications)** All applicants must submit:

1. Organizational/Fiscal Sponsor Information
  - a. A one-page organizational chart.
    - i. Include staff titles.
    - ii. Indicate number of full-time and part-time employees.
  - b. Board member list
    - i. Titles
    - ii. Terms
    - iii. Occupations
    - iv. Places of Employment
    - v. Ethnicity **(Required - May provide aggregate information)**
  - c. Commitment to diversity of board and staff statement.
  
2. Organizational/Fiscal Sponsor Financial Documentation
  - a. Current fiscal year's organizational budget (include all revenue, expenses, actuals and variance for the reporting period specified).
  - b. List of major funders for current fiscal year. Please include funding amounts and indicate whether the funding was received, is committed or is projected.
  - c. Comparative organizational balance sheet for most recent closed month from current and previous fiscal year. (e.g. month 2017 versus month 2016.)
  - d. Most recent audited financial statements (including auditor's management letter). If no audit is available, please provide pages 1 thru 6 of most recent IRS Form-990. Information should not be older than two years.
  
3. Organizational/Fiscal Sponsor Grant Budget
  - a. A detailed budget that summarizes revenue and expenses for the grant period.
    - i. If applicable, please include information on other resources (cash or in-kind) that will be leveraged to support your organization's work.
    - ii. Provide specifics on how the City Fund grant will be allocated within the budget. Create a separate column and provide the dollar amount for the applicable line items.
  - b. A one-page budget narrative.
  
4. District of Columbia Business and Tax Requirements
  - a. Certificate of Good Standing issued after August 1, 2016.
  - b. District of Columbia Basic Business (Charitable Solicitation/Charitable Exempt) License.
  - c. Tax Waiver Form (Signed and dated by certifying official).
  
5. Memorandum of Understanding **(Required only for fiscal sponsorships)**

If you are submitting an application on behalf of a non-501(c)(3) organization, please include a Memorandum of Understanding (MOU), outlining the roles, responsibilities, fees and deliverables of each partner that will receive funding and/or provide services under this grant. Please make sure that the MOU is signed by the Chief Executive Officer or an authorized officer for each organization.



## Appendix A: How to Use the Community Foundation's Online Grant Application System

### System Requirements

Applicants must have a functioning Internet connection and one of the following browsers, with cookies enabled:

Internet Explorer v7 or higher

Firefox v3 or higher

**Safari and Google Chrome are not compatible**

To submit a full proposal, cut and paste the link below into your preferred web browser:

[https://www.GrantRequest.com/SID\\_5491?SA=SNA&FID=35063](https://www.GrantRequest.com/SID_5491?SA=SNA&FID=35063)

### Online Application Process

1. **Access the application form.** Use the link listed above.
2. **Enter data.** As needed, update any organizational information in the fields provided.
3. **Upload proposal attachments.** The next page of the online application system allows you to upload the required proposal attachments.
  - a. Each required attachment must be individually uploaded into the system and properly labeled. Only one document may be uploaded for each required attachment.
  - b. Documents will only be accepted in PDF file format. Please reference Appendix B for a list of PDF software resources.
4. **Save and finish later.** At the bottom of any page of the application, you can click Save & Finish Later to save the data entered thus far and return later to complete the application prior to the submission deadline. To access your account and finish your partially completed application click here:  
[https://www.GrantRequest.com/SID\\_5491?SA=AM](https://www.GrantRequest.com/SID_5491?SA=AM)
5. **Submit your application.** Carefully review your application for completeness. Please refer to Appendix E. Click the submit button to send your application to The Community Foundation. You will receive an email confirming receipt of your application. **If you do not receive a confirmation, please check your spam filter/folder.**

***The online system will be available Tuesday, November 21, 2017 at 4:00 pm.***

***Proposals that do not include all the elements as stated will not be considered for funding.***

***Proposals that are incomplete or illegible will not be reviewed or considered for funding.***

***If you have any questions, contact Manon Matchett at [mmatchett@thecommunityfoundation.org](mailto:mmatchett@thecommunityfoundation.org).***

## Appendix B: PDF Conversion Programs

**Please note that all application attachments must be submitted as PDF documents.**

When naming your file, please do not use special characters (such as /, \*, % , etc.) or spaces in the file names. Such files are unrecognizable as PDFs to some systems.

If you must use a document scanner to create a PDF, please ensure that the resulting file is easy-to-read. Please remove any password protections or coding prior to uploading your documents.

The list below contains some of the PDF generators available, many of which are free or very inexpensive. The Community Foundation does not endorse any particular software.

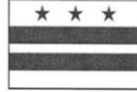
- Adobe  
<http://www.adobe.com/products/acrobatstd/main.html>
- Bullzip PDF Printer  
<http://www.bullzip.com/products/pdf/download.php>
- FreePDF  
[http://freepdfxp.de/index\\_en.html](http://freepdfxp.de/index_en.html)
- novaPDF  
<http://www.novapdf.com/>
- PDF24 Creator  
<https://en.pdf24.org/>
- PDFcreator  
<http://www.pdfforge.org/pdfcreator>

## Appendix C: District of Columbia Business and Tax Requirements

Initial File #: [REDACTED]

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
DEPARTMENT OF CONSUMER AND REGULATORY AFFAIRS  
CORPORATIONS DIVISION

Certificate of Good Standing



**CERTIFICATE**

**THIS IS TO CERTIFY** that all applicable provisions of the District of Columbia Business Organizations Code (Title 29) have been complied with and accordingly, this **CERTIFICATE OF GOOD STANDING** is hereby issued to

COMMUNITY FOUNDATION FOR THE NATIONAL CAPITAL REGION (THE)

**WE FURTHER CERTIFY** that the domestic filing entity is formed under the law of the District on 12/4/1973; that all fees, and penalties owed to the District for entity filings collected through the Mayor have been paid and Payment is reflected in the records of the Mayor; The entity's most recent biennial report required by § 29-102.11 has been delivered for filing to the Mayor; and the entity has not been dissolved. This office does not have any information about the entity's business practices and financial standing and this certificate shall not be construed as the entity's endorsement.

**IN TESTIMONY WHEREOF I** have hereunto set my hand and caused the seal of this office to be affixed as of 10/26/2012 10:15 AM



Business and Professional Licensing Administration

*Patricia E. Grays*  
\_\_\_\_\_  
PATRICIA E. GRAYS  
Superintendent of Corporations  
Corporations Division

Vincent C. Gray  
Mayor

Tracking #: AnGwXAbZ

Basic Business License

		<b>Department of Consumer and Regulatory Affairs</b> Business License Division 1100 4th Street S.W. Washington DC 20024	Date Issued: 11/21/2012 Category: 4002 License#: <span style="background-color: black; color: black;">[REDACTED]</span> License Period: 11/1/2012 - 10/31/2014		
BASIC BUSINESS LICENSE					
Billing Name and Address: COMMUNITY FOUNDATION FOR THE NATIONAL CAPITAL REGION (THE) 1201 15th Street N.W., Suite 420 Washington, DC 20005	Premise/Application's Name and Address: COMMUNITY FOUNDATION FOR THE NATIONAL CAPITAL REGION (THE) 1201 15TH ST NW, STE 420 WASHINGTON, DC 20005	Registered Agent's Name and Address ANDRIENNE BROWN 1201 15th Street N.W., Suite 420 Washington DC20005			
Owner's Name Corp. Name COMMUNITY FOUNDATION FOR THE NATIONAL CAPITAL REGION (THE) Trade Name					
CoO/HOP#:	SSL: 0213 0017	Zone:	Ward: 2	ANC:	PERM NO.
		LIMITS:			
<span style="border: 2px solid red; border-radius: 50%; padding: 5px; display: inline-block;">General Business - Charitable Solicitation</span>					
-- THE LAW REQUIRES THIS LICENSE TO BE POSTED IN A CONSPICUOUS PLACE ON THE PREMISES --					
					Director: Nicholas A. Majett
*License Effective from the later of Issued or Start of License-Period Date					

Charitable Solicitation Designation

Appendix D: Tax Waiver Form

TAX WAIVER FORM

This form is a Waiver Form for the Release of District Tax Information from the Office of Tax & Revenue, Office of the District of Columbia Chief Financial Officer.

<i>Business Name</i>			
<i>Trade Name if Different from Business Name</i>			
<i>Federal Employee Identification Number</i>			
<i>Property Address</i>		<i>Square</i>	<i>Lot</i>
<i>City</i>	<i>State</i>	<i>Zip</i>	
<i>Mailing Address if Different from Property Address</i>			
<i>City</i>	<i>State</i>	<i>Zip</i>	

I hereby give the District of Columbia Office of Tax and Revenue ("OTR"), Office of the Chief Financial Officer, consent to release \_\_\_\_\_ tax information, to include real property tax information if applicable, to the Community Foundation for the National Capital Region ("Community Foundation"). I understand that the information released under this consent is limited to whether or not I am in compliance with the District of Columbia's tax laws and regulations as of **January 1, 2017**.

If \_\_\_\_\_ is not in compliance, I further consent that the OTR may inform the Community Foundation whether or not is maintaining a payment agreement. I understand that this information is merely for the purpose of determining whether or not \_\_\_\_\_ is in compliance with the revenue laws of the **District of Columbia** and for verifying \_\_\_\_\_ business address; but does not include disclosure of \_\_\_\_\_ actual tax returns. I further understand that the information that is received from the OTR pursuant to this release will be placed in my file that is maintained by the Community Foundation and is not subject to dissemination to any individual outside of the Community Foundation.

I hereby authorize the Office of the Chief Financial Officer, Office of Tax and Revenue, access to review and research my taxes for the past three years – **tax years 2014, 2015 and 2016**.

<i>Signature of Authorized Representative</i>	<i>Date</i>
<i>Print Name of Authorized Representative</i>	<i>Title</i>

c/o The Community Foundation for the National Capital Region  
1325 G Street NW, Suite 480  
Washington, DC 20005  
202.955.5890 Main 202.955.8084 Fax

## Appendix E: Application Checklist

**Prior to the submission of your application, please make sure that all the required information and documentation is included. Once the application is submitted, it cannot be altered. Documents with password protections will not be reviewed. Illegible or incomplete applications will not be considered. Applicants will not be contacted to provide missing or illegible information.**

<input type="checkbox"/>	<b>Organizational Summary</b> (Completed Online - Required for all applications)
<input type="checkbox"/>	<b>Narrative</b> (Required for all applications – 10-page maximum; double-space 11 point font or higher)
<input type="checkbox"/>	<b>Attachments</b> (Required for all applications – PDF; Free of passwords/passcodes and special characters in file name)
<input type="checkbox"/>	<b>Organizational/Lead Applicant Supporting Documents</b> (All of the following information is required for all applications) <ul style="list-style-type: none"> <li>• Organizational Chart <ul style="list-style-type: none"> <li>○ Include staff titles</li> <li>○ Include the number of full and part-time employees</li> </ul> </li> <li>• Board List <ul style="list-style-type: none"> <li>○ Board Demographic Information <ul style="list-style-type: none"> <li>▪ Titles</li> <li>▪ Terms</li> <li>▪ Occupations</li> <li>▪ Places of Employment</li> <li>▪ Ethnicity (Required - May provide aggregate information or by individual)</li> </ul> </li> <li>○ Statement of commitment to diversity of staff and board</li> </ul> </li> </ul>
<input type="checkbox"/>	<b>Organizational/Lead Applicant Financial Documentation</b> (All of the following information is required for all applications) <ul style="list-style-type: none"> <li>• For current fiscal year provide: <ul style="list-style-type: none"> <li>○ Organization’s fiscal year budget (included reporting period, all revenue, expenses, actuals and variance)</li> <li>○ List of current fiscal year’s major funders. <ul style="list-style-type: none"> <li>▪ Funding amounts</li> <li>▪ Funding status: received, committed or projected.</li> </ul> </li> </ul> </li> <li>• Comparative organizational balance sheet for most recent closed month from current and previous fiscal year. E.g. Month 2017 versus Month 2016.</li> <li>• Most recent audited financial statements (including auditor’s management letter). If no audit, then provided pages 1 thru 6 of most recent IRS Form-990.</li> </ul>
<input type="checkbox"/>	<b>Organizational/Lead Applicant Grant Budget</b> (Required for all applications) <ul style="list-style-type: none"> <li>• A detailed budget that summarizes revenue and expenses for the grant period.</li> <li>• If applicable, please include information on other resources (cash or in-kind) that will be leveraged to support your organization’s work.</li> <li>• Provide specifics on how the City Fund grant will be allocated within the budget. Create a separate column and provide the dollar amount for the applicable line items.</li> <li>• A one-page budget narrative.</li> </ul>
<input type="checkbox"/>	<b>Memorandum of Understanding</b> (Required only for fiscal sponsorships; Signed and dated by Chief Executive or certifying official for each organization)
<input type="checkbox"/>	<b>District of Columbia Business and Tax Requirements</b> <ul style="list-style-type: none"> <li>• Certificate of Good Standing issued after August 1, 2016.</li> <li>• District of Columbia Basic Business (Charitable Solicitation/Charitable Exempt) License</li> <li>• Tax Waiver Form (Signed and dated by certifying official)</li> </ul>