



NOTICE OF FUNDING AVAILABILITY

Business-to-Business (B2B): Service Provider Grants

Fiscal Year 2025

Application period: Applications for this grant opportunity will open in stages, beginning on or about January 17, 2025, and will be available for five (5) weeks and will tentatively close on February 28, 2025, at 2:00 PM ET.

This Notice of Funding Availability (“NOFA”), in combination with the Request for Applications (“RFA”), which will be released when the grant opens, constitutes the full set of instructions to assist applicants with completing Eligibility and Competitive applications for the Fiscal Year (“FY”) 2025 Business-to-Business (“B2B”) Service Provider Grants. **Applicants are encouraged to read both documents in their entirety before applying.**

1. Objective

The District of Columbia (“DC,” “D.C.,” or “District”) Department of Small and Local Business Development (“DSLBD” or “Department”) is excited to announce that it will begin soliciting applications for the FY 25 B2B Service Provider Grants starting January 17, 2025.

The FY 25 B2B Service Provider Grants are limited to small, DC-based, DC-resident owned, for profit businesses and non-profit organizations. The FY 25 B2B Service Provider Grants will benefit program participants by offering local businesses and Certified Business Enterprises (“CBE”) a wider range of hyper-local expertise and additional business development opportunities.

The Department intends to award around ten (10) to fifty (50) grants between \$500 and \$50,000, on a rolling basis per service area, from the \$400,000 in total available programmatic funding for FY 2025.

2. Eligibility Application Deadline

Applicants interested in pursuing the grant opportunity will have until February 3, 2025, at 2:00 PM ET to complete Part One (i.e., the Eligibility Application) and must submit all requested eligibility documentation and follow any additional directives for Part One, as outlined in the RFA. Only those applications and supporting documentation and attestations submitted through the Alchemer application portal will be reviewed and considered.

3. Competitive Application Deadline

Applicants deemed eligible for this grant opportunity will be invited to complete Part Two (i.e., the Competitive Application). Applicants will then have until tentatively on or around February 28, 2025, at 2:00 PM ET to complete and submit Part Two. Only applications and supporting

materials submitted through the Alchemer application portal will be reviewed and considered.

4. Who can Apply?

To be eligible for this grant opportunity, applicants must be a DC-based and DC-resident owned for-profit business or non-profit organization appropriately licensed under DC laws and regulations. Applicant entities must also be compliant with the Office of Tax and Revenue (“OTR”), evidenced through an up-to-date Certificate of Clean Hands (“CCH”), have an active DC Business and/or Occupational and Professional License(s), hold a Federal Employee Identification Number (“FEIN”), and have an active Corporate Registration File Number and be in Good Standing with the District, as determined by Department of Licensing and Consumer Protection (“DLCP”).

In addition, applicants must demonstrate the following prior to receiving grant funding: (1) the need for their proposed program or service; (2) proof of a business bank account for the receipt of funds; and (3) signature on all required attestations requested from the applicant. Full eligibility requirements will be further outlined in the RFA that will be posted on DSLBD’s website when the grant opportunity opens.

Applications that do not meet eligibility requirements and/or do not contain complete, truthful, and/or verifiable documents, information, and/or attestations will not be evaluated for further review.

5. How can the Funds be Used?

Grant funds may be used to cover standard business expenses (e.g., appropriate payroll for training sessions, materials and software for proposed services, tangible assets purchased for DC-based entrepreneurs participating in the proposed program or service, etc.). All expenses funded by this grant must occur during the “Period of Performance,” which is the date of execution of the grant agreement through September 30, 2025. Additional uses and restrictions will be outlined in the RFA.

6. How Will Awardees be Selected?

Grant awardees will be selected through a competitive application process. All applicants deemed eligible after Part One will be invited to complete one competitive application for a maximum of two (2) service areas. Complete competitive applications will be forwarded to and evaluated by an independent review panel. Preference will be given to CBEs.

A DSLBD program team will review the panel’s recommendations. The Director of DSLBD or her designee will make the final determination of grant awards. Grant awardees will be announced on a rolling basis per service area in March 2025.

7. How do I Apply?

Full guidance and instructions will be available in the RFA, to be released on or about January 17, 2025, via the DSLBD website (<https://dslbd.dc.gov>) under the current grant opportunities section: <https://bit.ly/dslbdgrantopportunities> **Applicants are encouraged to read the full RFA before completing the application.**

8. Questions?

DSLBD will hold virtual information and question and answer sessions on the application process and grant awards. More details on these sessions will be provided in the RFA, including a registration link. Any questions not asked during these sessions must be submitted in writing to DSLBD via email at Inno.ED@dc.gov for an official response from the Department. DSLBD will not respond to questions over the phone. **Applicants are highly encouraged to attend an information session.**

9. Reservations

DSLBD reserves the right to issue addenda, modifications, and/or amendments after the issuance of this NOFA or the corresponding RFA, or to rescind the NOFA or RFA at any time.