# GOVERNMENT OF THE DISTRICT OF COLUMBIA

**EXECUTIVE OFFICE OF THE MAYOR**

**Mayor’s Office on Asian and Pacific Islander Affairs**

**MEMORANDUM**

**TO:** Commission on Asian and Pacific Islander Affairs

**FROM:** Ben de Guzman, Director, Mayor’s Office on Asian and Pacific Islander Affairs

**CC:** Lindsey Parker, Chief of Staff for the Mayor

**DATE: Monday** January 22nd, 2024

**SUBJECT:** Report to Commission on API Affairs, from December 9th to January 5th, 2024.

**Announcements**

* MOAPIA has the current positions open for hiring:
  + Director of Operations
  + Bilingual Community Outreach Specialists (Vietnamese, Chinese, and/or Korean proficiency required)
  + Grant Administrator
  + Working with MOTA to make sure correct and updated positions are posted online.
  + Information about MOAPIA openings and other job postings is available on the MOTA website: mota.dc.gov
* MOAPIA provided extensive support to the Mayor’s Emergency Operations Center during the snow emergencies on Tuesday 1/16 and Friday 1/19, coordinating live translations of emergency updates, checking in on vulnerable populations, and promoting the Snow Heroes Program. Serve DC continues to recruit volunteers to help shovel seniors’ driveways during snow days- for more information: snowteam.dc.gov

1. **Community Outreach**

**Small Business Technical Assistance (SBTA)**   
MOAPIA has continued its community outreach engaging with AAPI small business owners and assisting them with their diverse challenges and needs. Through December 9th to January 5th, 2024, MOAPIA assisted 11 businesses and provided case assistance and resources regarding issues such as site permit, Basic business license, Mobile vending license, Health inspection, Grants, DC Façade Improvement Program, Tax-related issue, and Clean Hands certificate.

**Assistance with other DC government agencies regarding translation services**

MOAPIA continues to ensure that LEP/NEP AAPI residents can access resources in their language when they interface with District government. From December 9th to January 5th, 2024, MOAPIA provided translations and quality control reviews on several documents for other DC agencies:

|  |  |
| --- | --- |
| EOM | Hypothermia Alert Graphics |
| EOM | Government Service Alert |
| DOES | UI Weekly Certs Prompts |
| EOM | Cold Weather Alert |
| DOES | UI Weekly Certs Prompter Script |
| EOM | Hypothermia Alert Tweet |
| EOM | Hypothermia Alert Tweet |
| OHR | OHR Holiday Newsletter |
| OGC | Election Phrases |
| OHR | Director’s Message Newsletter |

**MOAPIA Public Safety**

MOAPIA is reaching out to residents and small business owners through its rigorous community outreach and joint public safety outreach with MPD. From December 9th to January 5th, 2024.

MOAPIA conducted business outreach to 59 businesses and connected them with DC resources such as Security Camera Rebate Program and Crime Victims Compensation Program.

**MOAPIA Regular Outreach**

MOAPIA has continued engaging with AAPI residents and small business owners through its in-person outreach, virtual outreach (via calls, emails, and texts), events, and public meeting opportunities. From December 9th to January 5th, 2024, MOAPIA reached out to about 630 constituents assisting cases regarding Medicaid renewal, SNAP, roadway vendors and small business tax issues and following up on Unemployment Insurance applications, as well as sharing various DC resources.

**Other Activities, Events, and Meetings**

12/06/2023: Kimchi Day 2nd Annual Celebration

12/06/2023: We Are Americans: 1882 Foundation event on the Hill

12/07/2023: Business Outreach Ward 6

12/12/2023: 2023 MOAPIA Holiday Celebration

12/13/2023: MMB 25th Annual Senior Holiday Celebration

12/14/2023: Roadway Vendors follow up with DLCP

12/17/2023: Mayor Bowser’s 2023 Holiday Reception at the John A. Wilson Building

12/21/2023: Business Outreach Ward 7

12/29/2023: Staff 5K pre-race preparation

1/01/2024: Fresh Start 5k

1/04/2024: Business Outreach Ward 8

1/10/2024: Joint outreach with DLCP

1/11/2024: Elevating Korean Flavors: A Conversation with Award-Winning Chefs Korean American Day event

1/17/2023: Business Outreach Ward 4

**Upcoming Outreach Activities**

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity** | **Date** | **Time** | **Location** |
| Business Outreach Ward 3 | 1/25/2024 | 2:00 PM | Ward 3 |
| CCBA press conference re: LNY Parade | 1/28/2024 | 2:00 PM | Tony Cheng |