**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** November 27th, 2023.

**SUBJECT:** Report to Commission on API Affairs, from October 7th to November 10th, 2023.

**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.

* MOAPIA hosted our annual Diwali celebration at the US Navy Memorial Visitor Center on Tuesday November 7th.
* In partnership with the Korean Cultural Center, MOAPIA hosted the city’s first Kimjang kimchi making community event. Mayor Bowser has issued a Proclamation celebrating. November 22 as “Kimchi Day.”
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 **October 7th to November 10th, 2023**., MOAPIA met with more than 50 businesses and provided case assistance and resources regarding issues such as basic business license, mobile vending license, Health inspection, 311 service, CBE program, DC Façade Improvement Program, Tax and Clean Hands certificate, Grants opportunity.

**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 **October 7th to November 10th**, 2023.MOAPIA provided translations and quality control reviews on several documents for other DC agencies:

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| --- | --- |
| MOCA | Crime Trend Act Graphic |
| OHR | Director's Message (October) |
| OHR | DC Tipped Worker Law |
| MOCA | DC Act Now One Pager |
| MOCA | Hypothermia Alert Graphic |
| MOCA | Hypothermia Alert One-pager and Press Release |
| ODR | ODR Brochure  |
| DCHBX | Brochure Quality Check |

**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 **October 7th to November 10th , 2023.,** MOAPIA conducted business outreach to 7 businesses and connected 5 victims 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 October 7, 2023, to November 10, 2023, MOAPIA reached out to more than 400 constituents assisting cases regarding Medicaid renewal, SNAP, roadway vendors and tax-related issues and following up on Unemployment Insurance applications, as well as sharing various DC resources.

**Other Activities, Events, and Meetings**

10/19/2023: AAPI Reception & Book Talk for Curtis Chin

10/24/2023: 36th Annual 17th Street High Heel Race

11/7/2023: MOAPIA Diwali Celebration

11/17/2023: KCC Kimchi Day Event – DC’s First Kimjang

 **Upcoming Outreach Activities**

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| --- | --- | --- | --- |
| **Activity**     | **Date**     | **Time**     | **Location**     |
| MOAPIA Toys and Smiles Holiday Event | 12/12/2023 | 6PM | 441 4th St NW |