

**SAFE TAKOMA  
Report, July 2007**

**August 10, 2007 (rev February 21, 2008)**

**Prepared by Safe Takoma, Incorporated on behalf of the  
Takoma DC Neighborhood Association  
7106 Piney Branch Road  
Washington, DC 20012  
Contact: Sara Green, Secretary, Safe Takoma Incorporated, 202-829-8802**

**Reference**

Grant Agreement between the District of Columbia, Metropolitan Police Department, and the Takoma DC Neighborhood Association acting “as the fiduciary agent for the Subgrantee” on the project, the cross-jurisdictional, collaborative, crime prevention program operated by Safe Takoma, Incorporated (the “Subgrantee”).

**2.5 Progress Reports.** The grantee shall submit monthly progress reports to the Grant Monitor by the 10th day of each month of service, regarding status of the funds expended and reports on progress made toward each project objective.

**Funds expended**

Expenses incurred in July 2007: \$1,300

Prior District funds expended: \$0

Prior funds expended, Takoma Park MD reimbursement: \$380

**Status**

The Safe Takoma program undertook initial programming steps in July 2007: organizing Help Increase the Peace Program mediation training for three individuals from DC organizations and through one of them, Conflict Resolution Center of Montgomery County mediation training for 14 Coolidge High School students. The fee for the HIPP training, paid to the AFSC, was \$1,200.

The membership fee for the Maryland Association of Nonprofits, paid in July, was \$100.

Safe Takoma has no equipment, leases, employees or financial obligations.

## **Progress made toward project objectives**

Organizationally, in July 2007 Safe Takoma –

- Resolved issues regarding handling of funds with the Takoma DC Neighborhood Association.
- Submitted a June 2007 status and budget report as required by the grant agreement Section 4.3 Sources and Uses of Funds to the MPD on July 3.
- Obtained grant monitor approval for programmatic expenditures: mediation training and associated expenses.
- Submitted an application to join the Maryland Association of Nonprofits.
- Held Board of Directors meeting on July 31.
- Set a meeting with grant monitor Cmdr. Hilton Burton and Takoma Park Police Chief Ron Ricucci for August 3.
- Took steps to satisfy administrative requirements per the grant agreement.
- Worked on IRS Form 1023, an application for 501(c)(3) status.

Regarding accomplishment of General Requirements listed in Section 5.8:

*Coordinating meetings among diverse groups including Takoma-area businesses, school and recreation groups, neighborhood and tenant associations, churches, Advisory Neighborhood Commission 4B, the City Council of Takoma Park, Maryland, and other affected stakeholders.*

- Arranged Help Increase the Peace Program mediation training for Ashley Johnson of Coolidge High School, Robert Washington of the Takoma Recreation Center, and Sean Link of the Takoma Aquatic Center. This “train the trainers” course will be presented by Kathryn Liss of the American Friends Services Committee (AFSC) August 6-10.
- Arranged student peer mediation training for 14 Coolidge High School students to be offered by the Conflict Resolution Center of Montgomery County at a date to be determined. Ashley Johnson is the contact.
- Discussed with the Takoma Park Recreation Department and at local Montgomery County Schools the possibility of sponsoring mediation training for them.