



## ONE DC Black Workers & Wellness Center Space Use FAQs & Community Agreements

### About the Black Workers & Wellness Center (BWWC)

The BWWC is a resident-led space that creates and maintains racial and economic justice through popular education, direct action, and the creation of worker-owned alternatives. BWWC strives to transform and subvert the capitalist system which exploits and under-employs, through its emphasis on dignified and sustainable work. It is also a community space that is available for usage by grassroots community organizations that align with ONE DC's mission, vision, and values.

Read our MVV here: [onedconline.org/about](http://onedconline.org/about)

#### 1) I agree to respectful use of the space

ONE DC expects you to avoid both creating, and especially leaving behind, any messes, spills, damages and the like. Treat the space with the dignity owed to a community space made available to community organizing groups. When it comes to noise level, please be considerate of other community organizations that may be using other spaces in the venue at the same time. It is expected that you treat the space with care, and careful attention to avoid any minor or major damages to the space, as well as any loss of items. This extends to use of unapproved spaces within the venue. If it is discovered that your organization has made use of spaces not confirmed within your booking, additional fees will be applied. This is not only a disrespect of ONE DC, but a disrespect toward other community organizations that might have booked the space your organization has entered without approval.

#### 2) I agree to leave the space as it was found

The space must be left, at the end of your use, as it appeared when you entered the space, unless otherwise directed by a ONE DC organizer. We ask that any chairs, desks, tables and any other items and equipment supplied by ONE DC, be returned to the position they were in prior to your use of the space. Furthermore, we expect that heating and air conditioning remain untouched without express permission from ONE DC staff. Failure to abide by this rule as expressed above, and as interpreted at the discretion of ONE DC, may result in additional fees than those agreed upon by your organization and ONE DC staff prior to your use of the space. Abiding by this rule ensures that others enjoy an event or use of the space as functional, clean, and happy as your organization's experience was.

### 3) I agree to communicate with ONE DC staff to gain access to and leave out of the building.

A ONE DC organizer or member will arrange to meet you at the space at an agreed upon time to grant access. ONE DC expects you or a representative of your organization to arrive promptly at the time that your booking has been confirmed to begin. ONE DC also expects that your organization leaves the space at the agreed upon time as identified in the confirmation of your booking. Failure to abide by these agreements affects others who may have booked the space after your use of it, and may result in additional fees charged to your organization.

### 4) I agree to follow ONE DC's food & drink policy.

You are welcome to bring in any food and (non-alcoholic) drinks into the space. We have a mini fridge that can be used to store a limited number of drinks and condiments during your rental time. No leftover food and drink should be left at the space.

Participants are welcome to make use of the water dispenser located in the main floor area.

All food, drinks, and waste must be disposed of before leaving the space. All trash should be bagged up and brought outside to the dumpster located behind the building. Food or drinks spills on the floors should be cleaned up.

ONE DC is not responsible for providing any food, water, paper products or other dining materials.

### 5) I understand there is no guaranteed parking provided.

The ONE DC Black Workers & Wellness Center is located at 2500 Martin Luther King Jr Ave SE. It is situated at the intersection of MLK + Howard Rd + Sheridan Rd SE. The building is 500 feet from the Anacostia Metro Station located on Howard Rd SE.

There is one parking space belonging to ONE DC located immediately behind the building. This space is available on a first come, first serve basis.

There is street parking available on Howard Rd SE and Bowen Rd SE. The vacant lot located to the left of the building can be used for parking at your own risk.



## 6) I agree to making my event as accessible as possible.

The Black Workers & Wellness Center aims to create a space shared by members that is as physically and socially accessible as possible. Unfortunately in our pre-renovation stage, there are some considerations:

- There is a 8 inch step at the front entrance. We have a sturdy portable ramp available at the entrance to be set down for participants that need it.
- The main floor bathroom is not ADA accessible. There is a grab bar in the bathroom next to the toilet.

In order to ensure better accessibility for all, please:

- Maintain a scent-free/scent-reduced space. Avoid spraying chemicals or air fresheners during the meeting or event.
- Avoid using lighting that could trigger seizures.
- When setting up the room, ensure a clear pathway to the bathroom and exit/entrance.
- Arrange for childcare if needed.
- Arrange for sign language interpretation, hearing language interpretation if needed.

- Make use of back room to provide a sensory-neutral area for autistic and other neurodivergent people who may need it.

## 7) I agree to pay any agreed upon fees in a timely manner.

Below is our base rental fees. ONE DC is a nonprofit organization and collecting donations for use of the BWWC space helps keep us in operation. The rental fees help cover the costs of operating the space: staffing, supplies, wifi, equipment, cleaning, etc.

**ONE DC is committed to the BWWC being a community-controlled space where priority is given to the organizations that need it the most – grassroots organizations that align with ONE DC’s mission, vision, and values, who are often underresourced. We are flexible to working within your budget and do not want the fees to prevent grassroots organizations from using the space. Full and partial scholarships are available for organizations that need it.**

<b>Base Rental Fees</b>	
2 hours	\$100
4 hours	\$250
Full day	\$800
Your request must include set-up and break-down time. Example: 5:00 setup, 6:00 – 8:00 event, 9:00 break-down completed = 4 hours.	
Includes access to: BWWC main floor room + small back room, main floor bathroom, wifi, tables, chairs, easels for chart paper. The small back room can be used for childcare, break-out space, facilitator break room, or as a sensory-neutral area.	
Available upon request at no additional cost: copier/printer (limited quantities), projector & screen, portable speaker & microphone	

Payment should be made by check to:

ONE DC  
 PO Box 26049  
 Washington, DC 20001

If you need to use an alternative form of payment, please contact [organizer@onedconline.org](mailto:organizer@onedconline.org).

By using the space, you agree to prompt payment of the agreed upon price, as discussed and formally established through communication prior to the time of your booking. ONE DC insists upon prompt payment of the agreed upon rental price of our space. Unless expressly stated in communications with ONE DC staff, payment is expected either prior to your use of the space, or immediately following your organization's use of the space. Failure to abide by this rule may result in additional fees added to your booking costs.

## 8) I agree to report any damages or accidents to ONE DC immediately.

ONE DC expects any and all damages, lost items, or issues--be they technical, security, or related to the function of the space--to be promptly and expressly communicated to ONE DC staff as soon as possible; at the latest, by the day following your organizations use of the space. This rule not only promotes a respect and dignity of the community space, but also enables ONE DC to ensure that the space functions properly, and has all expected amenities available to the next organization to use the space. Abiding by this rule ensures a respect for other community organizations, and removes possible hinderances to future use of the space. We thank you in advance for ensuring this rule does not go without attention.

**For more information, contact us at 202-232-2915 or [bwc@onedconline.org](mailto:bwc@onedconline.org)**