


Government of the District of Columbia



Office of Advisory Neighborhood Commissions
 1350 Pennsylvania Avenue, NW
 Suite 11
 Washington, DC 20004
 (202) 727-9945

Memo

To: Angelique Rice, Associate Chief Financial Officer, OFRM
 From: Kent Boese, Executive Director 
 Date: June 30, 2023
 Re: Q4 FY23 1B Allotment

In accordance with D.C. Code, Section 1-309.13, the Office of the Advisory Neighborhood Commissions (OANC) reviewed the 2nd quarter FY23 financial report for ANC 1B.

The OANC recommends forfeiting ANC 1B's 4th quarter FY 2023 allotment of \$6,011.01 based on our findings, as indicated below.

The ANC must correct these findings by Tuesday, September 5, 2023, to reinstate any portion of the allotment.

4 th Quarter FY 2023 Allotment Amount	Deduction Amount	Reason For Deduction	Amount to Release
\$6,011.01	\$6,011.01	The date the report was signed must be added to the Q2 FY23 report.	
		<p>The ANC must submit the 2Q23 Minutes.</p> <p>Pursuant to DC Code 1-309.13 (j) (1) ...Each quarterly report shall include...the minutes of all meetings indicating the Commission's approval of disbursements during the period covered by the quarterly report...</p> <p>The ANC submitted the minutes approving the quarterly reports. However, the Office of the District Auditor (ODCA) requires that ANC submit the minutes of all meetings held during the quarter.</p>	
		<p>Data missing from the check register.</p> <p>The QFR Worksheet needs to include data for check 2058.</p>	
		The ANC must submit voided or canceled checks 2058, 2059, 2060, and 2061.	

		Pursuant to DC Code 1-309.13 (j) (1) ...Each quarterly report shall include copies of canceled checks.	
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With the forfeiture of this allotment, the ANC has \$8,011.00 remaining from the annual allotment of \$27,100.91.

cc: Commissioner Santiago Lakatos (1B04), Treasurer
Commissioner Sabel Harris (1B08), Chairperson