

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: December 5, 2024
Re: FY 2025 Q1 1C Allotment

A handwritten signature in black ink, appearing to read "Kent Boese".

The Office of Advisory Neighborhood Commissions (OANC) received ANC 1C's 3rd quarter FY 2024 financial report, bank statements, canceled checks, and most invoices or receipts. The supporting documentation met the requirements of the D.C. Official Code, Section 1-309.13 (j) (1).

However, the OANC still needs to receive the July meeting minutes approving the financial report and the application, minutes, close-out report, and receipts for the grant issued with check 4069 to Archeology in the Community for \$4,000.00.

Therefore, the OANC recommends releasing \$1,830.74 and withholding \$4,000.00 of ANC 1C's 1st quarter FY 2025 allotment of \$5,830.74.

The code requires, in part, that: *Each quarterly report shall include copies of canceled checks, bank statements, grant request letters and grant disbursements, invoices and receipts, executed contracts, details about all contributions received during the time period covered by the quarterly report, the minutes of all meetings indicating the Commission's approval of disbursements during the time period covered by the quarterly report, and certification of the Commission's approval of the quarterly report signed by the Commission's Secretary.*

The ANC may cure this violation by submitting the required documents before December 15, 2024.

After this partial allotment is released, ANC 1C's remaining FY 2025 allotment balance will be \$21,492.22.

cc: Commissioner Barney Shapiro (1C08), Treasurer
Commissioner Peter Wood (1C03), Chairperson