

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: July 12, 2024  
Re: FY24 ANC1D Q3 Allotment

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

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The Office of Advisory Neighborhood Commissions (OANC) reviewed 1D's 1<sup>st</sup> quarter FY 2024 financial report. ANC 1D issued 2 checks for event sponsorships: (1) Check 1007 to La Clinica del Pueblo for \$1,000.00 and (2) Check 1012 to District of Columbia Arts Center for \$1,000.00. The first event did not take place, but the grant funds have not been returned to the ANC. The second event did take place, but the grantee has not presented receipts to the ANC. The report and all supporting documentation are required by D.C. Official Code, Section 1-309.13 (j) (1).

**Therefore, the OANC recommends releasing \$2,753.43 from ANC 1D's 3rd quarter FY 2024 allotment and withholding \$2,000.00 for the code violations referenced above.**

*The code requires that: The treasurer of a Commission shall prepare a quarterly financial report on a form provided by the OANC. The financial report shall be presented to the Commission for its consideration at a Commission meeting within 45 days after the end of the quarter. A copy of the approved financial report, signed by the Chairperson, the secretary, and the treasurer, shall be filed, along with a record of the vote adopting the report, with the OANC within 15 days of approval. 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 July 31, 2024.**

After this partial amount is released, \$6,753.45 will be available for release following the OANC's receipt, review and approval of the Q2 FY24 financial report and documentation.

cc: Commissioner Hannah Grigg (1D02), Treasurer  
Commissioner Angela Allison (1D06), Chairperson