

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: September 26, 2024

Re: FY2024 Q2 4C Allotment - Revised

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

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After submitting our September 18, 2024, memo advising OFRM to withhold ANC 4C's 2<sup>nd</sup> quarter FY 2024 allotment, the Office of Advisory Neighborhood Commissions (OANC) received and reviewed ANC 4C's 4<sup>th</sup> quarter FY 2023 financial report and the minutes approving the report. **Receiving these documents prevents the OANC from confiscating the ANC's checkbook and debit card.**

The OANC still needs to receive and review the grant applications associated with checks 1293, 1294, 1295, and 1296 per the D.C. Official Code 1-309.13 (j) (1). The code states 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, and the minutes of all meetings indicating the Commission's approval of disbursements during the time period covered by the quarterly report...*

Pursuant to the DC Official Code 1-309.13 (A)(B), the ANC is **noticed** to refrain from issuing any grants to the Uptown Community Initiative, the Home Rule Music and Film Production Foundation, The Petworth Peanuts, and the Friends of the Soldiers Home until these organizations provide the ANC with a grant close-out report and the receipts with proof of purchase for all items purchased with grant funds. **Upon receipt of these materials, these organizations will be removed from the list of prohibited grantees.**

The code states: *The OANC:(A) May prohibit all Commissions from providing a grant to any past grant recipient that used grant funds contrary to the associated grant agreement; and (B) Shall maintain a list available to any Commissioner upon request, of prohibited grantees identified pursuant to subparagraph (A) of this paragraph.*

Finally, the ANC issued checks 1293, 1294, 1295, and 1296 totaling \$7,000.00 without two signatures in violation of DC Official Code 1-309.13 (2)(A)(i). The code states that *an expenditure made by check shall be signed by at least two officers of the Commission, one of whom shall be the treasurer or Chairperson.*

**Therefore, the OANC recommends withholding ANC 4C's \$4,635.24 2<sup>nd</sup> quarter FY 2024 allotment for violating the above-referenced codes.** An additional \$5,575.52 will be withheld from the FY 2024 3<sup>rd</sup> quarter allotment to satisfy the carry-over amount from the violations in the FY23 Q3 and Q4 financial reports.

cc: Commissioner Thomas Defranco (4C03), Treasurer  
Commissioner Karen Livingston (4C06), Chairperson