

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 Q3 4C Allotment - Revised

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

After submitting our September 18, 2024, memo advising OFRM to withhold ANC 4C's 3rd quarter FY 2024 allotment, the Office of Advisory Neighborhood Commissions (OANC) received and reviewed ANC 4C's 1st quarter FY 2024 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 check 1297 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 Petworth Community Market 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 OANC also finds the ANC issued check 1297 for \$2,000.00 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 3rd quarter FY 2024 allotment for violating the above-referenced codes. An additional \$7,575.52 will be withheld from the FY 2024 4th quarter allotment to satisfy the carry-over from the violations in the FY23 Q3 and Q4 and the FY24 Q1 financial reports.

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