

Government of the District of Columbia



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

Memo

To: Angelique Rice, Associate Chief Financial Officer, OFRM

From: Kent Boese, Executive Director

Date: September 21, 2023

Re: Q4 FY23 6C Allotment

Per the Official D.C. Code, Section 1-309.13, the Office of the Advisory Neighborhood Commissions (OANC) reviewed the 2nd quarter FY23 financial report for ANC 6C.

The OANC recommends withholding \$10,341.33 from ANC 6C's 4th quarter FY23 allotment based on our findings, as indicated below.

4 th Quarter FY 2023 Allotment Amount	Deduction Amount	Reason For Deduction	Amount to Release
\$4,620.70	\$10,000.00	<p>The grant application associated with check 1421, Capitol Hill Cluster School PTA, was approved by the ANC (at its January 11, 2023 meeting), and a check was issued on January 20, 2023.</p> <p>However, the project start date (according to the application) is October 15, 2022, and the end date is December 1, 2022.</p> <p>(Funds must be used for a proposed project. Official DC Code 1-309.13 (2) (A)).</p>	\$0.00
		<p>The grant funds issued with check 1421, Capitol Hill Cluster, were used to renovate the Stuart-Hobson Middle School theater. Specifically, 6C's funds were used for paint.</p> <p>(Funds may not duplicate those already performed by the District</p>	

		Government. Official DC Code 1-309.13 (m) (1).	
		The ANC provided a Work Order as supporting documentation for painting services but no invoice, receipt, contract, or agreement to show that services were initiated and paid. (Grantees must submit invoices that show services were rendered and paid. Official DC Code 1-309.13 (j)(1)).	
		The ANC did not provide a copy of a grant close-out report outlining how grant funds were used, the success/failure of the project, and the number of residents and businesses impacted by the use of funds. (Grantee must submit a statement on the use of the funds consistent with the grant application. Official DC Code 1-309.13 (m) (1) (3).	
	\$341.33	Check 1423, Capitol Hill Montessori PTO, \$4,000.00. The OANC must disallow \$341.33. <i>The ANC provided receipts on pages 4- 6 of the final grant report that must reflect a \$0.00 balance or proof that the transactions were paid.</i> (Grantees must submit invoices that show services were rendered and paid. Official DC Code 1-309.13 (j)(1)).	\$0.00

By withholding \$10,341.33, the ANC has a balance of \$5,720.63 that will be deducted from the 1Q24 allotment.

cc: Commissioner Joel Kelty (6C05), Treasurer
Commissioner Mark Eckenwiler (6C04), Chairperson