

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: June 28, 2023
 Re: Q3 FY23 7B Allotment

In accordance with D.C. Code, Section 1-309.12, the Office of the Advisory Neighborhood Commissions (OANC) reviewed the 1st quarter FY 2023 financial report for ANC 7B.

The OANC recommends the forfeiture of ANC 7B’s 3rd quarter FY 2023 allotment of \$5,591.61 based on the findings indicated below.

The ANC must correct these findings no later than Tuesday, September 5, 2023, to reinstate any portion of the allotment.

3rd Quarter FY 2023 Allotment Amount	Deduction Amount	Reason For Deduction	Amount to Release
\$5,591.61	\$5,591.61	<p>The ANC did not submit the 1Q23 Minutes.</p> <p>Pursuant to DC Code 1-309.13 (j) (1) ...Each quarterly report shall include...the minutes of all meetings indicating the Commission’s approval of disbursements during the time period covered by the quarterly report...</p>	
		<p>The ANC did not submit the required grant documents issued with grant check 6218, Hillcrest Civic Association, \$1,000.00.</p> <p>Pursuant to DC Code 1-309.13 (e)... An applicant for a grant shall submit an application, a grant close-out report, receipts of all purchases made with grant funds, and minutes from the public meeting approving the grant.</p>	
		<p>The ANC did not submit copies of canceled checks 6210, 6218, and 6220.</p>	

		Pursuant to DC Code 1-309.13 (j)(1) ...Each quarterly report shall include copies of canceled checks, bank statements...	
		<p>The ANC did not provide an invoice or receipt for check 6222, Verizon, \$578.47.</p> <p>Pursuant to DC Code 1-309.13 (j)(1) ... Each quarterly report shall include...invoices and receipts...</p>	

With the forfeiture of this allotment the ANC has \$17,236.89 remaining from the annual allotment of \$22,762.65.

cc: Commissioner Travis Swanson (7B03), Treasurer
 Commissioner Kelvin Brown (7B06), Chairperson