

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 1, 2023

Re: Q4 FY23 8A Allotment Forfeiture

Per D.C. Code, Section 1-309.13 (j) (1), the Office of the Advisory Neighborhood Commissions (OANC) reviewed the 2nd quarter FY23 financial report for ANC 8A.

The OANC recommends withholding ANC 8A's 4th quarter FY23 allotment of \$4,570.48 based on our findings, as indicated below.

The ANC must provide the required documents by Tuesday, September 13, 2023, to reinstate any portion of the allotment.

4th Quarter FY 2023 Allotment Amount	Deduction Amount	Reason For Deduction	Amount to Release
\$4,570.48	\$4,570.48	The ANC did not present a signed 2Q23 Quarterly Financial Report DC Code 1-309.13 (j) (1) mandates...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.	\$0.00
		The ANC did not present the January, February, and March 2023 meeting minutes.	

		DC Code 1-309.13 (j) (1) mandates...Each quarterly report shall include the minutes of all meetings indicating the Commission's approval of disbursements during the period covered by the quarterly report...	
		The ANC did not present receipts or invoices for checks 1885, 1886, 1892, and 1894. DC Code 1-309.13 (j) (1) mandates...Each quarterly report shall include invoices and receipts.	

By withholding this allotment, the ANC has \$4,570.48 remaining from the annual allotment of \$19,276.19.

cc: Commissioner LaVerne Glenn (8A01), Treasurer
Commissioner Jamila White (8A05), Chairperson