

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

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

Date: August 15, 2023

Re: Q4 FY23 8C Allotment Memo

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In accordance with D.C. Code, Section 1-309.13, the Office of the Advisory Neighborhood Commissions (OANC) reviewed the 2<sup>nd</sup> quarter FY23 financial report for ANC 8C.

The OANC recommends the forfeiture of ANC 8C's 4th quarter FY23 allotment of \$5,141.83. The ANC has not submitted the 2Q23 QFR and required documents.

The 2Q23 QFR was due to the OANC by May 15, 2023. This report covers January, February, and March 2023.

The DC Official Code 1-309.13 (j) (1) states that:

*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. 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, the minutes of all meetings indicating the Commission's approval of disbursements during the time period covered by the quarterly report, and certification of the Commission's approval of the quarterly report signed by the Commission's Secretary.*

The ANC has disallowed expenses from the 2<sup>nd</sup> and 3<sup>rd</sup> quarter allotments. The OANC will add this balance to the ANC's 4<sup>th</sup> quarter 2023 allotment of \$5,141.83. **This will increase the ANCs impermissible expenses to \$6,593.72.** This amount will be deducted from the 1<sup>st</sup> quarter 2024 allotment.

The ANC has \$18,425.48 remaining from the annual allotment of \$20,991.00.

**The ANC must provide the required documents by Tuesday, September 5, 2023, to reinstate any portion of the allotment.**

cc: Commissioner Georgette Johnson (8C01), Treasurer  
Commissioner Salim Adofo (8C07), Chairperson