

Government of the District of Columbia



Office of Advisory Neighborhood Commissions
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(202) 727-9945

Mem

To: Angelique Rice, Associate Chief Financial Officer, OFRM

From: Kent Boese, Executive Director

Date: September 26, 2023

Re: RESTORE Q1 FY23 8D Allotment

In accordance with D.C. Code, Section 1-309.13, the Office of the Advisory Neighborhood Commissions (OANC) recommended the forfeiture of ANC 8D's 1st quarter FY23 allotment of \$5,664.81 because the ANC did not provide minutes approving the 3Q22 QFR.

Subsequently, the ANC provided the May 2023 minutes, approving the 3Q22 QFR. Therefore, the OANC recommends restoring \$5,405.83. This is the 1st quarter 2023 allotment of \$5,664.81, less \$258.98 for the undocumented expense related to check 2492.

1st Quarter FY 2023 Allotment Amount	Deduction Amount	Reason For Deduction	Amount to Release
\$5,664.81		<p>The ANC must submit minutes for the April and June 2022 public meetings. The minutes submitted by the ANC for May 2022 need to be completed.</p> <p>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...</p> <p>CORRECTIVE ACTION: The ANC approved this report in May 2023 and provided the minutes approving the report.</p>	\$5,664.81
	\$258.98	<p>The ANC needs to submit supporting documentation for check 2492, Monique Diop, for \$258.98.</p>	\$5,405.83

		<p>DC Code 1-309.13 (j) (1) mandates...Each quarterly report shall include...invoices and receipts.</p> <p>Further, the ANC posted the check as \$268.90 in the check register. The check cleared the bank as \$258.90. The documentation is needed to determine the exact amount of the reimbursement.</p>	
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By restoring these funds, the ANC has \$5,483.03 remaining from the annual allotment of \$21,336.94.

- cc: Commissioner Jacqueline Kinlow (8D01), Treasurer
- Commissioner Wendy Hamilton (8D06), Chairperson