

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", written over the "From:" line.

Date: September 30, 2025

Re: FY 2025 Q2 4C Allotment – Restore

After submitting our June 2, 2025, memo advising OFRM to withhold ANC 4C's 2nd quarter FY 2025 allotment, the Office of Advisory Neighborhood Commissions (OANC) received and reviewed the receipts associated with the grant issued with check 1302 to Petworth Peanuts for \$2,500.00 and the grant closeout report for check 1303 to Friends of the Soldiers Home for \$2,500.00. The supporting documentation met the requirements of D.C. Official Code, Section 1-309.13(j)(1).

Therefore, the OANC recommends restoring \$2,431.24 of 4C's 2nd quarter allotment of \$4,635.24. The OANC deducted \$2,204.00 for transactions submitted without invoices or receipts in violation of the code.

The following transactions were submitted without the required documentation:

- Check 1299, Petworth Market, \$1,886.00: The grantee failed to provide invoices or receipts that aligned with the public purpose of the grant or reflected proof of payment.
- DB01, DocuSign, \$318.00. The ANC did not provide the invoice or receipt to support this debit transaction.

CC: Commissioner Eric Heller (4C07), Treasurer
Commissioner Mike Warburton (4C03), Chairperson