

Government of the District of Columbia



Office of Advisory Neighborhood Commissions  
1350 Pennsylvania Avenue, Suite 11, N.W.  
Washington, DC 20024

**MEMO**

**To:** Angelique Rice, Associate Chief Financial Officer, OFRM

**From:** Kent Boese, Executive Director

**Date:** December 1, 2025

**Subject:** FY 2026, Q1 ANC 3F Withhold Full Allotment

---

The Office of Advisory Neighborhood Commissions (OANC) received the FY 2025, Q3 financial report of ANC 3F on September 22, 2025.

Pursuant to Section 1-309.13 (j) (1) of the D.C. Official Code, the Office of Advisory Neighborhood Commissions (OANC) has reviewed the financial report, along with the signed minutes, bank statements, canceled checks, receipts, and supporting documentation; **based on our review, the OANC recommends Withholding the ANC 3F Allotment of \$4,132.94 for FY 2026, Q1.**

The decision to withhold the allotment is because the OANC has not received the following documents:

- The grant closeout report and receipts from the Edmund Burke School grant issued with check #4114 (\$1,120.91).
- The grant closeout report and receipts from the Van Ness Main Streets grant issued with check #4115 (\$5,000.00).
- The OANC Form 103 Debit/ACH Voucher for debit transaction #18, Wix, \$50.75.
- The contract or ad copy for check #4106 issued to Forest Hills Connection, \$1,200.00.

**The ANC may cure these violations by submitting the required documents outlined above before January 16, 2026.**

**CC:** Courtney Carlson, 3F06, Chairperson

**CC:** Sue Guzman, 3F02, Treasurer