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: June 11, 2024

Re: Q3 FY24 8B Allotment

The Office of the Advisory Neighborhood Commissions (OANC) has not received ANC 8B's 1st quarter FY 2024 financial report, the minutes for the quarter, or the receipts/invoices. The report and supporting documentation are required by D.C. Official Code, Section 1-309.13 (j) (1). It was due February 15, 2024.

Therefore, the OANC recommends withholding ANC 8B's 3rd quarter FY 2024 allotment of $4,578.14 for violating the above-referenced code.

> The code requires 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 may cure this violation by submitting the required documents before July 31, 2024.

Since no quarterly FY 2024 allotments have been released to ANC 8B, the annual amount of $18,312.56 remains available for release in quarterly amounts following the OANC's receipt, review, and approval of the related financial reports.

cc: Commissioner Juanita Beltran (8B07), Treasurer
Commissioner Joseph Johnson (8B05), Chairperson