

Government of the District of Columbia



Office of Advisory Neighborhood Commissions
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MEMORANDUM

TO: Commissioner, Livingston Chair ANC 4C
Commissioner Defranco, Treasurer ANC 4C
FR: Denise Wiktor, General Counsel
DT: 5/22/2024
RE: Grant to Petworth Market—Check #1212

The Auditor has brought to the attention of the OANC deficiencies with the receipts for the above grant. ANC 4C issued a grant in the amount of \$5,000 and issued a check on November 14, 2021, to the Petworth Community Market. According to the application, half of the grant was for market operations and to provide vouchers to individuals which could be used with the various market vendors in exchange for food. The vendor would then give the vouchers to the market manager for reimbursement. This grant was awarded under the emergency and temporary legislation that was in effect from 8/23/2021 to 8/11/2022 which allowed Commissions to “approve grants to organizations for the purpose of providing humanitarian relief, including food or supplies...” This grant would not be a permissible use of Commission funds under the current law.

With its Quarterly Financial Reports, the ANC filed the grant application, the grant agreement, and April 12, 2022, an update on the status of expenditures, bank statements and copies of the check. However, only two accountings of expenditures were submitted with no receipts or other documentation. The last accounting showed that expenditures totaled \$4,215 and \$785.00 was unaccounted for.

The ANC needs to require the applicant to supply them with actual documentation of the expenses, this could be checks, bank statements, receipts. A simple spreadsheet prepared by the applicant does not meet the documentation requirements of the D.C. Auditor. Additionally, the ANC should request the return of any unused monies.

Failure to provide the requested documentation could result in disapproval of the grant which could result in a deduction from the ANC’s monthly allotment.