

Government of the District of Columbia



Office of Advisory Neighborhood Commissions  
1350 Pennsylvania Avenue, NW  
Suite 11  
Washington, DC 20004  
(202) 727-9945

**MEMORANDUM**

TO: Karen Livingston, Chair ANC 4C  
Thomas P. Defranco, Treasurer ANC 4C  
FR: Denise Wiktor, General Counsel  
DT: 3/25/2024  
RE: Petworth Farmer's Market Grant request

The OANC has received a copy of a grant request from the for funding for the Petworth Farmers Market. The OANC has reviewed the application.

There are five prongs a grant must meet to be a permissible expense<sup>1</sup> and a 6<sup>th</sup> requirement of the D.C. Official Code that limits the amount of a grant that can be spent on overhead<sup>2</sup>. For purposes of this application, it fails to meet the requirement that a grant must be for a proposed project<sup>3</sup> and that no more than 15% of grant funds be used for overhead.

A proposed project is "a specific undertaking, not for general support of an organization."<sup>4</sup> The grant application does not state a specific project. The attached budget lists ongoing expenses of the market such as storage shed rental, website hosting, mobile hotspot, and similar operation expenses for a 12-month period.

Overhead cannot exceed 15% of the grant amount.<sup>5</sup> The entirety of the expenses in the grant request are considered market overhead, continuing expenses for the basic operation of the market.

**Conclusion**

For the reasons stated above this grant is an inappropriate expenditure of ANC funds.

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<sup>1</sup> See, *Letter to Schanette Grant on Seasoned Settlers and Grants Generally*, April 14, 2022, found at <https://oag.dc.gov/sites/default/files/2022-04/Letter-to-OANC-Re-Seasoned-Settlers-Grant-and-Grants-Generally-.pdf>

<sup>2</sup> D.C. Official Code 1-309.13(m)(2)(D) "No Commission shall provide a grant for which the grantee estimates that the overhead costs would exceed 15% of the entire grant amount."

<sup>3</sup> D.C. Official Code § 1-309.13(m)(2)(A)

<sup>4</sup> See, *Letter to Commissioner Israel*, July 19, 2022, found at <https://oag.dc.gov/sites/default/files/2022-07/ANC-4D-Letter-to-Commissioner-Israel-re-Proposed-ANC-4D-Grants-.pdf>

<sup>5</sup> D.C. Official Code §1-309.13(m)(1)(2)(D)