

**Advisory Neighborhood Commission Security Fund  
AGREEMENT FOR CALENDAR YEAR 2021**

In order to comply with the requirements of D.C. Code, Section 1-309.13 the undersigned Advisory Neighborhood Commission agrees to participate in the Advisory Neighborhood Commission Security Fund.

Advisory Neighborhood Commission (ANC) 9A agrees to contribute the sum of \$25 (twenty-five dollars), to participate in the Fund for the period January 1, 2021 to December 31, 2021. **Please make checks payable to ANC Security Fund.**

The Fund shall secure the ANC against misappropriation and negligent losses of funds by the Chairperson and Treasurer of the ANC for unpaid operating expenses that do not exceed the amount of the loss or do not exceed 50% of the ANC's Fiscal Year 2020 annual allocation, whichever is less. The Fund, however, shall not be liable for any loss resulting from an expenditure, whether or not legal, that was authorized by vote of the ANC.

Monies from the Fund shall be payable to the ANC only upon written application submitted to the ANC Security Fund Board of Trustees signed by a majority of the members of the ANC and approved by the ANC Security Fund Board of Trustees.

This agreement shall be subject to the guidelines established by the Fund's Board of Trustees.

ADVISORY NEIGHBORHOOD COMMISSION 9A

By Jane Manor January 10, 2021  
Signature of Chairperson Date

Linda Doe January 10, 2021  
Signature of Secretary Date

Jane Manor, Chairperson and Joe Bright, Treasurer, of the above ANC consent to participation in the Advisory Neighborhood Commission Security Fund and agree to be personally liable to the Fund for any sums paid out by the Fund as a result of my wrongful misappropriation or negligent loss of ANC monies.

Jane Manor January 10, 2021  
Signature of Chairperson Date

Joe Bright January 10, 2021  
Signature of Treasurer Date

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ACCEPTED:  
\_\_\_\_\_, 2021

ADVISORY NEIGHBORHOOD COMMISSION SECURITY FUND  
By \_\_\_\_\_  
Kathleen Patterson  
District of Columbia Auditor

## RESOLUTION

### Advisory Neighborhood Commission 9A

Resolved that this Commission approves the ANC's participation in the Advisory Neighborhood Commission Security Fund and authorizes the Treasurer to pay the \$25 fee for the period January 1, 2021 through December 31, 2021. The Chairperson and Secretary are authorized to execute the attached agreement.

It is understood that: (1) the check for participation in the ANC Security Fund should be made payable to ANC Security Fund,(2) the ANC is not considered a participant in the Fund until the ANC has received the acceptance section of the agreement which has been signed by the District of Columbia Auditor; and (3) the agreement will not be accepted by the Auditor until all required documents have been received by the Office of the District of Columbia Auditor. The required documents are:

- Resolution
- Agreement
- ANC Check<sup>1</sup>
- Statement of Information - Chairperson
- Statement of Information - Treasurer
- Bank Survey
- Copy of Current Bank Signature Card<sup>2</sup>

Resolution approved at public meeting held on: January 10, 2021

*Jae Bright*

\_\_\_\_\_  
**Signature of Treasurer**

*Jane Maner*

\_\_\_\_\_  
**Signature of Chairperson**

*Linda Doe*

\_\_\_\_\_  
**Signature of Secretary**

<sup>1</sup> Security Fund checks are not cashed until the Security Fund agreement is approved by ODCA.

<sup>2</sup> All ANCs are funded by the District of Columbia government through quarterly financial allotments. Thus, ANC funds are District of Columbia government funds and all ANCs are required to identify themselves to financial institutions as entities of the District of Columbia government and include the District's Tax Identification Number (TIN) 53-6001131 on all ANC bank accounts. The District's TIN does not replace the Federal Tax Identification Number, or EIN, used by an ANC to report taxes withheld from an ANC employee's wages. However, the District's TIN is required by the Government of the District of Columbia to identify and establish that all monies in ANC checking and savings accounts are the property of the District of Columbia Government, and to provide certification to the bank that all information related to the bank account(s) should be reported to the Internal Revenue Service (IRS) under the above-mentioned TIN. Further, the TIN authorizes the District of Columbia Office of the Chief Financial Officer's Office of Finance and Treasury to obtain ANC account information, request any holds be placed on the account, and request the return of account balances to the District Government, if necessary.

**MEMORANDUM**  
**Statement of Information - Chairperson**  
**Calendar Year 2021**

TO: Kathleen Patterson  
District of Columbia Auditor

FROM: Advisory Neighborhood Commission 9A

DATE: January 10, 2021

NAME OF CHAIRPERSON	<u>Jane Manor</u>
HOME ADDRESS	<u>1234 My Way Place, SE</u> <u>Washington, DC 20000</u>
BUSINESS ADDRESS	<u>1234 My Way Place, SE</u> <u>Washington, DC 20000</u>
HOME TELEPHONE NUMBER	<u>202-000-0000</u>
BUSINESS TELEPHONE NUMBER	<u>202-000-0000</u>
EMAIL ADDRESS	<u><a href="mailto:9A01@anc.dc.gov">9A01@anc.dc.gov</a></u>
ANC ADDRESS:	<u>123 Anywhere Avenue</u> <u>Washington, DC 20000</u>
ANC TELEPHONE NUMBER:	<u>202-001-0001</u>

January 10, 2021  
Date

Jane Manor  
Signature of Chairperson

Mail to: Kathleen Patterson  
District of Columbia Auditor  
Office of the District of Columbia Auditor  
717 14<sup>th</sup> Street, N.W., Suite 900  
Washington, DC 20005

**MEMORANDUM**  
**Statement of Information - Treasurer**  
**Calendar Year 2021**

TO: Kathleen Patterson  
District of Columbia Auditor

FROM: Advisory Neighborhood Commission 9A

DATE: January 10, 2021

NAME OF TREASURER: Joe Bright

HOME ADDRESS: 1234 Constituents Way, SE  
Washington, DC 20000

BUSINESS ADDRESS: 940 That Company Way  
Washington, DC 20020

HOME TELEPHONE NUMBER: 202-000-0000

BUSINESS TELEPHONE NUMBER: 202-002-0000

EMAIL ADDRESS: [9A04@anc.dc.gov](mailto:9A04@anc.dc.gov)

LOCATION OF ANC BOOKS<sup>4</sup> ANC Office

ANC ADDRESS: 123 Anywhere Avenue  
Washington, DC 20000

ANC TELEPHONE NUMBER: 202-001-0001

January 10, 2021  
Date

Joe Bright  
Signature of Treasurer

Mail to: Kathleen Patterson  
District of Columbia Auditor  
Office of the District of Columbia Auditor  
717 14<sup>th</sup> Street, N.W., Suite 900  
Washington, DC 20005

<sup>4</sup> See 1.309-13 (c)

**Office of the District of Columbia Auditor**  
 Advisory Neighborhood Commission  
 Bank Survey

ANC 9A

**Calendar Year 2021**

ANC's Bank Name: PNC Bank

ANC's Bank Contact Person: Jeff Manager

ANC's Bank Contact Person's Phone #: 202-001-0001

ANC's Bank Mailing Address: 4500 Money Place, NE

City/State/Zip Code: Washington, DC 20000

ANC's Bank Routing Number: 000000000

ANC's Bank Checking Account Info:

    A. Checking Account Name: DC Government ANC 9A

    B. Checking Account Number: 000100010001

ANC's Bank Savings Account Info:

    A. Savings Account Name: NA

    B. Savings Account Number: \_\_\_\_\_

ANC's Debit Card<sup>5</sup>          Yes                No

    A. Name on Card and Card Number: Joe Bright    0000 0000 0000 0002

    B. Name on Card and Card Number: \_\_\_\_\_

ANC's D.C. Tax I.D. # (should be DC TIN): \_\_\_\_\_

**Please list all officers who are signatories on the ANC's bank signature card for calendar year 2020 and attach a copy of the bank signature card (both Checking and Savings) and complete verification below.**

**Calendar Year 2021 Bank Signatories**

<b>Print</b>	<b>Signature</b>
<u>Jane Manor</u>	<u>Jane Manor</u>
<u>Joe Bright</u>	<u>Joe Bright</u>
<u>Linda Doe</u>	<u>Linda Doe</u>

<b>BANK VERIFICATION</b>	
Bank Official Signature	<u>Jeff Manager</u>
Date	<u>January 12, 2021</u>

<sup>5</sup> D.C. Code § 1-309.13(b-1) allows ANCs to obtain one debit card associated with the Commission's checking account "according to a procedure determined by the OANC that limits monthly debit card expenditures relative to the Commission's quarterly allotment." As of the date of ODCA issuing this form, OANC has not provided any such policy or procedure. Upon OANC's issuance of debit card procedures, ANCs may obtain them and must submit an updated bank survey and signature card, and a new agreement to ODCA.

# Office of the District of Columbia Auditor

Advisory Neighborhood Commission

ANC Information

ANC 9A     

Calendar Year 2021

ANC's Mailing Address:	<u>123 Anywhere Avenue</u>
City/State/Zip Code	<u>Washington, DC 20000</u>
ANC's Office Phone #:	<u>202-000-0000</u>
ANC's Email address:	<u>Anc9a@ANC9A.org</u>
ANC Chairperson:	<u>Jane Manor</u>
ANC Vice-Chairperson:	<u>Louis Sun</u>
ANC Treasurer:	<u>Joe Bright</u>
ANC Secretary:	<u>Linda Doe</u>