

**ANC QUARTERLY REPORT OF FINANCIAL ACTIVITY**  
**FY 2017 Quarter 4: July to September 2017**

Quarterly Report Period Covered FY 2017 Quarter 4

ANC 2E

**Summary of Receipts and Disbursement: Checking Account**

**Balance Forward** (from "Ending Balance" of Previous Quarterly Report) **\$9,972.78**

**Receipts:**

District Allotment	\$0.00
Interest	\$0.00
Other	\$0.00
Transfer(s) from Savings Acct.	\$0.00

**Total Receipts** **\$0.00**

**Total Funds Available** **\$9,972.78**

**Disbursements**

1 Personnel	\$2,818.92
2 Direct Office Cost	\$0.00
3 Communication	\$0.00
4 Office Supplies, Equipment, Printing	\$37.83
5 Grants	\$0.00
6 Local Transportation	\$0.00
7 Purchase of Service	\$0.00
8 Bank Charges, Transfers and Petty Cash	\$0.00
9 Other	\$15.58

**Total Disbursements** **\$2,872.33**

**Ending Balance:** (Should Agree with Checkbook Balance at End of Quarter) **\$7,100.45**

Approval Date By Commission: 10/30/2017

Treasurer

Chairperson

Secretary Certification

Date

I hereby certify that the above noted quarterly financial report has been approved by a majority of Commissioners during a public meeting in which there existed a quorum.

## CHECK LISTING

ANC 2E

Please list each check issued this quarter, including voided checks, and submit copies of your bank statements, back and front of canceled checks, receipts/invoices, contracts, agreements, grant request letters, minutes, and any other documentation that supports the disbursements listed herein. **Failure to submit copies of appropriate supporting documentation will result in disallowance of the related disbursement.**

Check #	Date	Payee	Amount	Expense Category #	Purpose of Expenditure	Date Approved
2113	7/9/17	United States Treasury	\$625.50	1	Quarterly federal taxes (social security, Medicare, and federal income tax withheld) for the ANC's Executive Director	Budgeted
2114	7/9/17	DC Treasurer	\$106.74	1	Quarterly state income tax withholding for the ANC's Executive Director	Budgeted
2115	7/9/17	Department of Employment Services	\$63.00	1	Quarterly state unemployment insurance contribution for the ANC's Executive Director	Budgeted
2116	8/9/17	Peter Sacco	\$1,011.84	1	Monthly net salary for the ANC's Executive Director	Budgeted
2117	8/24/17	Peter Sacco	\$23.47	4	Reimbursement for the purchase of an ANC banner	Budgeted
2118	9/6/17	Peter Sacco	\$1,011.84	1	Monthly net salary for the ANC's Executive Director	Budgeted
2119	9/6/17	Peter Sacco	\$15.58	9	Reimbursement for purchase of refreshments for the September 6, 2017 ANC meeting	Budgeted
2120	9/6/17	Peter Sacco	\$14.36	4	Reimbursement for the purchase of office supplies	Budgeted
		<b>Total</b>	<b>\$2,872.33</b>			

(1) If ongoing operating expense, indicate "Budget" and date budget was approved. If not included in approved budget, indicate date Commission approved the expenditure at a public meeting.

## INCOME FORM

ANC **2E**Check if ANC has **NO** Savings Account ☐

### SAVINGS ACCOUNT

**Balance Forward:** (from "Ending Balance" of Previous Quarterly Report) \$9,193.60**Receipts:**

Transfer(s) From Checking Account	\$0.00	
Other (Interest Earnings, etc.)	\$3.47	
Total Receipts		<b>\$3.47</b>

**Total Funds Available:** \$9,197.07**Disbursements:**

Transfer(s) to Checking	\$0.00
Other	\$0.00

**Total Disbursements** \$0.00**Ending Balance:** \$9,197.07

### CHECKING AND SAVINGS ACCOUNT DEPOSITS

Please list each deposit made this quarter into the ANC's checking and savings account**Deposits to Checking Account**

(Include transfers from savings account)

Date	Amount	Source/Description

**Deposits to Savings Account**

(Include transfers from checking account)

Date	Amount	Source/Description
7/31/17	\$1.17	Interest Earned
8/31/17	\$1.17	Interest Earned
9/29/17	\$1.13	Interest Earned