Advisory Neighborhood Commission 1A

Official Guidance on Community Grants

effective September 11, 2024
amended April 15, 2026
amended November 18, 2026

OFFICIAL GUIDANCE ON ANC 1A COMMUNITY GRANTS

I. Preface

Advisory Neighborhood Commission 1A welcomes community members and local organizations to apply for grants to partially fund events and initiatives that benefit all residents of the 1A community. Under DC law, ANCs may award grants to organizations for public purposes. ANC 1A reserves the right to fund or not fund any legal grant application at its sole discretion, without explanation.

II. Definitions

An ANC 1A community grant is money provided by local tax funds allocated to ANC 1A for specific programmatic items as part of an event or initiative that provides a public benefit to persons who reside or work within the ANC 1A area. An ANC 1A community grant for an event may include ANC 1A's presence at the event to promote participation in ANC meetings, encourage civic participation, and engage with constituents and members of the community.

III. Rules & Guidelines

A. Public Meeting Requirement

The ANC may not award a grant except pursuant to a majority vote of the ANC at a public meeting following a public presentation of the grant request.

B. Permissible Grants

Any grant that serves the best interests of the public in ANC 1A, as determined by consideration of a complete and timely application, and a majority vote of ANC 1A held at a public meeting. Exceptions include those grants that ANC 1A is expressly forbidden by law from funding.

C. Prohibited Grants

(1) Awards for non-public purposes or where services are provided for personal gain.

(2) Awards conditioned on a political position, or on support of a position taken by the Commission.

(3) Awards where funds will be used to purchase food.

(4) Awards to an individual.

(5) Awards to support reoccurring or daily operation of an organization, such as staff salaries, office supplies, rent, etc.

(6) Awards that provide funding to compensate individuals for services usually performed by adult volunteers or organization officers.

(7) Awards that will be used to support religious or partisan advocacy activities.

(8) Awards that may be used to pay salaries or support fundraising activities.

D. Award Allowance Per Grant

Award amounts are based on the size of the event, expected resident turn out, and number of other collaborators. A grant exceeding $3,000 may be approved by a three-fourths vote of the Commission at a public meeting. No separate motion to suspend the rules is required.

(1) Small Events (≤100 attendees, e.g., block parties): Grants shall be eligible for funding up to $500

(2) Medium Events (101–500 attendees, e.g., neighborhood events or initiatives): Grants shall be eligible for funding up to $1,000

(3) Large Events (501+ attendees, e.g., community-wide initiatives or festivals): Grants shall be eligible for funding up to $3,000

E. Communications

The Commissioner who represents the Single Member District where the event or initiative is taking place will be the applicant's point of contact unless another Commissioner is designated.

IV. Approval Criteria

A. Public Purpose

ANC grants must be for "public purposes within the Commission area." A public purpose is one that "includes a significant benefit for the community" and is not done for the primary purpose of benefitting a private entity.

B. Local Benefit

A grant must "benefit persons who work or reside in the Commission area."

C. Proposed Project

A grant must be for a "proposed project," meaning a specific undertaking, not for general support of an organization.

D. Organization

Under DC law, ANCs may expend funds both directly and indirectly through an

organization. A grant must be to an organization, not an individual or a government entity, although the organization need not be incorporated.

E. Non-Duplication

A grant must be for services that are not "duplicative of any that are already performed by the District government."

V. **Process:**

A. Citizen Sponsorship

Prior to submitting a grant application, in order to attest for the need and desire for the proposed event or initiative in the community, the applicant requesting the grant must first obtain:

(1) A citizen sponsor (presumably the applicant) who resides within the geographic boundaries of ANC 1A; and,

(2) The support, sponsorship and guidance of an ANC Commissioner to assist in the grant application process and take the responsibility for requisite follow up documentation. Preferably this will be the Commissioner who resides in the Single Member District where the citizen sponsor resides or where the applicant organization is based or where the primary public benefit of the grant will take place.

B. Review Guidelines

Review the Office of ANCs (OANC) grant guidelines which provide specifics on permissible types of grants and expenses that may be covered by a grant.

C. Apply

Complete the grant application listed on the OANC website and submit the complete form to OANC (oancs@dc.gov) and ANC 1A (1a@anc.dc.gov). Grant applications will not be considered unless they are submitted using the approved application.

D. OANC Review

The OANC will review the request to ensure compliance with the guidelines. The OANC generally completes a review within 14 days.

E. ANC Review and Approval

Grant applications must be submitted at least three weeks prior to the subsequent ANC 1A month general meeting. Requests will be considered by ANC 1A at a monthly general meeting after OANC review and guidance has been issued. Visit

the ANC 1A calendar for meeting dates and location information.

VI. Financial Reporting Requirements

A. Required Documentation

Payment of awards must be supported by documentation including the application, invoice of award amount, and minutes of the meeting in which the Commission approved the grant. These documents must be sent to the ANC 1A Secretary and Treasurer prior to receiving funds.

B. Timetable for Financial Reporting

All funds granted must be used in a manner consistent with the grant application approved by the Commission. Within 60 days after a grantee receives the grant award, or within 30 days after the event or initiative completion, whichever is later, the grantee must forward to the Commission a statement as to the use of the funds including:

(1) Detailed receipts totaling the grant amount

(2) Refund (if all funds disbursed by the ANC were not spent)

C. Extensions

Should grantee need an extension to file the report, the grantee must submit a request for extension in writing (email is acceptable) prior to the expiration of the 60 (or 30) days. The Commission will review the request and approve or deny the request at its next meeting of the receipt of the request. An extension may be granted for up to an additional 30 days.

D. Enforcement

Failure to comply with information submission requirements set forth in this Appendix will result in the applicant being barred from receiving future grants from ANC 1A for a period of one calendar year beginning the 61st day after the date on the grant check, or after the 31st date of the project, whichever is later. ANC 1A may also request the assistance from the District of Columbia Office of the Attorney General or through a third-party collection agency to recover the awarded funds.