

1. Please provide, as an attachment to your answers, a current organizational chart for your agency with the number of vacant and filled FTEs marked in each box. Include the names of all senior personnel. Also include the effective date on the chart.

ANSWER: See Attachment #1

2. Please provide, as an attachment, a Schedule A for your agency which identifies all employees by title/position, current salary, fringe benefits, and program office as of March 1, 2021. The Schedule A also should indicate all vacant positions in the agency. Please do not include Social Security numbers.

ANSWER: See Attachment #2

3. Please list as of March 1 all employees detailed to or from your agency, if any, anytime this fiscal year (up to the date of your answer). For each employee identified, please provide the name of the agency the employee is detailed to or from, the reason for the detail, the date the detail began, and the employee's actual or projected date of return.

ANSWER: NONE

4. For fiscal year 2020 and 2021, please list each employee whose salary was \$125,000 or more. For each employee listed provide the name, position title, salary, and amount of any overtime and any bonus pay.

ANSWER: NONE

5. Please list, in descending order, the top 15 overtime earners in your agency for fiscal year 2020. For each, state the employee's name, position or title, salary, and aggregate overtime pay.

ANSWER: NONE

6. For fiscal years 2020 and 2021 (as of March 1), please provide a list of employee bonuses or special award pay granted that identifies the employee receiving the bonus or special pay, the amount received, and the reason for the bonus or special pay.

ANSWER: NONE

7. For fiscal years 2020 and 2021 (as of March 1), please list each employee separated from the agency with separation pay. State the amount and number of weeks of pay. Also, for each, state the reason for the separation.

ANSWER: NONE

8. For fiscal years 2019, 2020, and 2021 (as of March 1), please state the total number of employees receiving worker's compensation payments.

ANSWER: NONE

9. Please provide the name of each employee who was or is on administrative leave in fiscal years 2020 and 2021 (as of March 1). In addition, for each employee identified, please provide: (1) their position; (2) a brief description of the reason they were placed on leave; (3) the dates they were/are on administrative leave; (4) whether the leave was/is paid or unpaid; and (5) their current status (as of March 1, 2021).

ANSWER: NONE

10. For fiscal years 2020 and 2021 (as of March 1), please list, in chronological order, all intra-District transfers to or from the agency. Give the date, amount, and reason for the transfer.

ANSWER: NONE

11. Please list, in chronological order, every reprogramming of funds into or out of the agency for fiscal years 2020 and 2021 (as of March 1). Include a "bottom line" that explains the revised final budget for your agency. For each reprogramming, list the reprogramming number (if submitted to the Council for approval), the date, the amount, and the rationale.

ANSWER: *There were no reprogramming actions initiated in FY 2020. There was an increase in budget authority of \$54,000 due to fund balance (donated funds from income tax check off revenue). There have been no reprogramming actions initiated at this point in FY 2021.*

12. Please list, in chronological order, every reprogramming within your agency during fiscal year 2021 to date. Also, include both known and anticipated intraagency reprogrammings. For each, give the date, amount, and rationale.

ANSWER: NONE

13. For fiscal years 2020 and 2021 (as of March 1), please identify each special purpose revenue fund maintained by, used by, or available for use by your agency. For each fund identified, provide: (1) the revenue source name and code; (2) the source of funding; (3) a description of the programs that generates the funds; (4) the amount of funds generated annually by each source or program; and (5) expenditures of funds, including the purpose of each expenditure. For (4) and (5) provide specific data for fiscal years 2019, 2020, and 2021 (as of March 1) and give starting and ending balances. You may wish to present this information first as a list (for numbers 1-5) and then as separate tables for numbers 4 and 5.

ANSWER: *There is no special purpose revenue. However, as noted above the agency does receive donations.*

14. Please provide a table showing your agency's Council-approved original budget, revised budget (after reprogrammings, etc.) for fiscal years 2019, 2020, and the first quarter of 2021. In addition, please explain the variances between fiscal year appropriations and actual expenditures for fiscal years 2019 and 2020.

ANSWER: See Attachment #3

15. Please list all memoranda of understanding (MOU) either entered into by your agency or in effect during fiscal years 2020 and 2021 (as of March 1). For each, describe its purpose, indicate the date entered, and provide the actual or anticipated termination date.

ANSWER: NONE

16. D.C. Law requires the Mayor and the Chief Financial Officer to submit to the Council, simultaneously with a proposed budget submission, actual copies of all agency budget enhancements requests, such as the "Form B" for all District agencies (See D.C. Code § 47- 318.05a). In order to help the Committee understand agency needs, and the cost of those needs for your agency, please provide, as an attachment to your answers, all budget enhancement requests submitted by your agency to the Mayor or Chief Financial Officer as part of the budget process for fiscal years 2019, 2020, and 2021.

ANSWER: NONE

17. Please list all pending lawsuits that name your agency as a party. Please identify which cases on the list are lawsuits that potentially expose the city to significant liability in terms of money and/or change in practices. The Committee is not asking for your judgment as to the city's liability; rather, we are asking about the extent of the claim. For those claims identified, please include an explanation about the issues for each case.

ANSWER: NONE

18. (a) Please list and describe any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed at any time in fiscal years 2020 or 2021 (as of March 1).

ANSWER: *Audit of the New Columbia Statehood Fund Statement of Revenues and Expenditures for the Fiscal Year ended September 30, 2018 (OIO Report No. 19-01-04 NCF).*

- (b) Please list and describe any ongoing investigations, audits, or reports of your agency or any employee of your agency.

ANSWER: *Audit of the New Columbia Statehood Fund Statement of Revenues and Expenditures for the Fiscal Year ended September 30, 2019 (OIO Report No. 20-01-06 NCF).*

19. How many grievances have been filed by employees or labor unions against agency management? Please list each of them by year for fiscal years 2019, 2020, and 2021 (as of March 1). Give a brief description of each grievance, and the outcome as of March 1, 2021. Include on the chronological list any earlier grievance that is still pending in any judicial forum.

ANSWER: NONE

20. (a) Please describe the agency's procedures for investigating allegations of sexual harassment committed by or against its employees.

ANSWER: *The Commissions follows the same procedures as other independent DC Government agencies, including Mayor's Order 2017-313*

- (b) If different, please describe the agency's procedures for investigating allegations of misconduct.

ANSWER: *The Commissions follows the same procedures as other independent DC Government agencies, including Mayor's Order 2017-313*

- (c) List chronologically and describe each allegation of sexual harassment and misconduct received by the agency in FY 2020 and FY 2021 (as of March 1) and the resolution of each as of the date of your answer.

ANSWER: NONE

21. In table format, please list the following for fiscal years 2020 and 2021 (as of March 1, 2021) regarding the agency's use of SmartPay (credit) cards for agency purchases: (1) individuals (by name and title/position) authorized to use the cards; (2) purchase limits (per person, per day, etc.); and (3) total spent (by person and for the agency).

Name	Title	Fiscal Year	Total Spent	Purchase Limit
Rema Wahabzadah	Leg. Counsel	FY2021 to Date	\$12,644	\$20,000/Month
Agency Total	One Card Only	FY2021 to Date		\$20,000/Month

Name	Title	Fiscal Year	Total Spent	Purchase Limit
Rema Wahabzadah	Leg. Counsel	FY2020 Total	\$70,792	\$20,000/Month
Agency Total	One Card Only	FY2020 Total		\$20,000/Month

22. Please provide a list of all procurements for goods or services for use by your agency over \$10,000 for fiscal years 2020 and 2021 (as of March 1). Give a brief explanation of each, including the name of the contractor, purpose of the contract, and the total dollar amount of the contract. Exclude from this answer purchase card (SmartPay) purchases.

ANSWER: NONE

23. In table format, please provide the following information for fiscal years 2020 and 2021 (as of March 1) regarding your agency's authorization of employee travel: (1) each trip outside the region on official business or agency expense; (2) individuals (by name and title/position) who traveled outside the region; (3) total expense for each trip (per person,

per trip, etc.); (4) what agency or entity paid for the trips; and (5) justification for the travel (per person and trip).

1. Trips Taken Outside the Region

Event	Location	Dates
UNPO Presidency Meeting	Brussels, Belgium	December 12 - 15, 2019
2020 Iowa Caucuses	Multiple Locations Iowa	February 1 – 4, 2020

2. Individuals Authorized to Travel Outside the Region

Particulars	Title
A. Mayor Muriel Bowser	Co-Chair New Columbia Statehood Commission
B. Chairman Phil Mendelson	Co-Chair New Columbia Statehood Commission
C. Senator Paul Strauss	Ranking Member, Office of Statehood Delegation
D. Senator Michael D. Brown	Junior Senator, Office of Statehood Delegation
E. Rep. Franklin Garcia	U.S. Representative, Office of Statehood Delegation (Retired)
F. Rep. Adeowe Owolewa	U.S. Representative, Office of Statehood Delegation (FY' 21)
G. Rema Wahabzadah	Legislative Counsel, Office of Statehood Delegation
H. Angely Sema	Legislative Assistant, Office of Statehood Delegation
I. I.A./P.M./N.P.	Staff Interns, Office of Statehood Delegation (* FY'20 Only)
J. Rachael Y. Williams	Statehood Director, Mayor's Office of the Senior Advisor

3. Total Expenses for Each Trip

Event	Expenses
UNPO Presidency Meeting	\$ 2,538.00
2020 Iowa Caucuses	\$ 22,340.00

4. Agency Paid for the Trip

ANSWER: Statehood Initiatives Agency

5. Justification for the Travel

Event	Justification	Attendees
UNPO Presidency Meeting	The District of Columbia is a Voting Member of the UNPO Presidency Council, which makes it eligible to send a delegate to the UNPO Presidency Meeting as well as the UNPO General Assembly.	Senator Paul Strauss
2020 Iowa Presidential Caucuses	The Iowa Caucuses were high visibility public events where attendees vote on issue resolutions among other matters. Attending the Caucuses and related training sessions enabled the agency staff and Commissioners	Senator Paul Strauss Senator Michael Brown Rep. Franklin Garcia Rachel Williams, EOM/OSA Angely Sema

	to promote DC Statehood with high visibility including but not limited to direct conversations with now President Joseph Biden, and 1 st Lady Jill Biden, and current US Senators, Amy Klobachur, Elizabeth Warren, Bernie Sanders, and other then Presidential Candidates. Members of the Statehood delegation along with staffs circulated resolutions in support of DC Statehood which had reached to over 47 Iowa counties. The effort was further aided by receipt of the Donation of High-Visibility big Blue Bus from former presidential candidate John Delaney were lent to the Statehood Delegation for outreach during the caucus day that garnered significant media coverage on DC Statehood and were trending on twitter.	Ines. A., Staff Intern Patrick. M., Staff Intern Nelson P. Staff Intern
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24. Please provide and itemize, as of March 1, 2021, the current number of When Actually Employed (WAE), term, and contract personnel within your agency. If your agency employs WAE or term personnel, please provide, in table format, the name of each employee, position title, the length of his or her term or contract, the date on which he or she first started with your agency, and the date on which his or her current term expires.

Title	Name	Hire Date	Expire Date
Legislative Assistant	Angely Sema*	12/14/2016	09/30/2020
Leg. Counsel	RemaWahabzadah	06/11/2015	09/30/2021
Sr. Legislative Analyst	Myron Fleming*	06/11/2015	09/30/2021

* – For Fiscal Year 2020 Only

25. Did your agency receive any FOIA requests in fiscal year 2020? If yes, did the agency file a report of FOIA disclosure activities with the Secretary of the District of Columbia? If available, please provide a copy of that report as an attachment. Also state here the total cost incurred by your agency for each fiscal year 2019, 2020, and 2021 (as of March 1) related to FOIA.

ANSWER: NONE

26. Does your “agency” have key performance indicators? If yes, list them.

Again: in providing the above information, do not use attachments unless specifically requested. Thank you for your attention to this matter.

ANSWER: NONE

Attachment # 1

1

| New Columbia Statehood
| Commission†
|
| Office of the Statehood
Delegation

Attachment #2

ARO- Statehood Initiative Agency

Posn Nbr	Title	Name	EMP ID	PT/FT	Grade	Step	Salary
00086162	Acting Exec. Director **	Sema,Angely **	Redacted	F	11	2	\$ 63,498.00
00086132	Staff Assistant	Szulgit,Karen	Redacted	F	9	5	\$ 57,587.00
00086155	SR. LEGISLATIVE ANALYST	Fleming,Myron ***	Redacted	PT	12	10	\$ 891.24
00086156	LEG. COUNSEL	Wahabzadah,Rema	Redacted	PT	12	10	\$ 9,670.00
00086160	Administrative Aide	Bellinger, Octavia *	Redacted	PT	5	1	\$ 20,124.00

*Position Started in 12-2020

** Position Identified as Legislative Specialist for DCHR Classification Purposes

*** Employee on Extended Medical Leave

Attachment #3

Available Balance - Detail (By Agency, Fund and Comptroller Source Group)

Report Periods

ARO - STATEHOOD INITIATIVE AGENCY

Fiscal Year: 2019
As of Fiscal Month: 13
% of Year Elapsed: 100%

Comp Source Group	Comp Source Group Title	Approv Bal	Expend Bal	Actual Encumbrance Bal	Financial Management	Pre Encumbrance Bal	CY Available	PV Exp	PY OBI	FR Available	Percent Available
0100 LOCAL FUND											
0012	REGULAR PAY - OTHER	127,800	119,030	0	0	0	8,771	0	0	8,771	6.9%
0013	ADDITIONAL GROSS PAY	0	306	0	0	0	(306)	0	0	(306)	0%
0014	FRINGE BENEFITS - CURR PERSONNEL	14,314	16,975	0	0	0	(2,662)	0	0	(2,662)	(18.6%)
01 PERSONNEL SERVICES		142,114	136,311	0	0	0	5,803	0	0	5,803	4.1%
0020	SUPPLIES AND MATERIALS	15,340	14,146	0	0	0	1,194	0	0	1,194	7.8%
0040	OTHER SERVICES AND CHARGES	77,141	92,752	0	878	0	(16,489)	0	0	(16,489)	(21.4%)
0050	SUBSIDIES AND TRANSFERS	10,000	0	0	0	0	10,000	0	0	10,000	100.0%
0020	EQUIPMENT & EQUIPMENT RENTAL	0	1,368	0	(878)	0	(508)	0	0	(508)	0%
02 NON-PERSONNEL SERVICES		102,481	106,284	0	0	0	(5,805)	0	0	(5,805)	(5.7%)
0100 LOCAL FUND		244,595	244,595	0	0	0	(0)	0	0	(0)	(0.0%)

The information contained in this report is unaudited and unaudited.

Source: SOAR/HIS

Prepared by Office of the Chief Financial Officer

Page: 1

NOTE: Current fiscal year activity related to 1Y02 emergency preparedness and federal payment funds, if any, are included in local funds.

Available Balance - Detail (By Agency, Fund and Comptroller Source Group)

Report Periods

ARO - STATEHOOD INITIATIVE AGENCY

Fiscal Year: 2019
As of Fiscal Month: 13
% of Year Elapsed: 100%

Comp Source Group	Comp Source Group Title	Approv Bal	Expend Bal	Actual Encumbrance Bal	Financial Management	Pre Encumbrance Bal	CY Available	PV Exp	PY OBI	FR Available	Percent Available
0450 PRIVATE DONATIONS											
0012	REGULAR PAY - OTHER	27,500	28,811	0	0	0	(1,311)	0	0	(1,311)	(4.9%)
0014	FRINGE BENEFITS - CURR PERSONNEL	7,500	4,754	0	0	0	2,706	0	0	2,706	36.1%
01 PERSONNEL SERVICES		35,000	33,565	0	0	0	1,395	0	0	1,395	3.9%
0050	SUBSIDIES AND TRANSFERS	24,000	24,000	0	0	0	0	0	0	0	0%
0450 PRIVATE DONATIONS		59,000	57,555	0	0	0	1,395	0	0	1,395	2.3%
STATEHOOD INITIATIVE AGENCY		303,595	302,230	0	0	0	1,395	0	0	1,395	0.4%

The information contained in this report is unaudited and unaudited.

Source: SOAR/HIS

Prepared by Office of the Chief Financial Officer

Page: 2

NOTE: Current fiscal year activity related to 1Y02 emergency preparedness and federal payment funds, if any, are included in local funds.

Available Balance - Detail (By Agency, Fund and Comptroller Source Group)

Report Run Date: March 9, 2021

Folder path: Financial Views => Operating => Financial Management

Report Prompts
Fiscal Year: 2020
As of Fiscal Month: 13
% of Year Elapsed: 100%

Comp Source Group	Comp Source Group Title	Approp Bal	Expend Bal	Actual Encumbrance Bal	CY ID	Pre Encumbrance Bal	CY Available	PY Exp	PY OBI	FY Available	Percent Available
0100 LOCAL FUND											
0012	REGULAR PAY - OTHER	129,646	118,148	0	0	0	11,498	0	0	11,498	8.5%
0013	ADDITIONAL GROSS PAY	0	56	0	0	0	(66)	0	0	(66)	0%
0014	FRINGE BENEFITS - CURR PERSONNEL	15,558	22,980	0	0	0	(7,422)	0	0	(7,422)	(47.7%)
01 PERSONNEL SERVICES		145,204	141,184	0	0	0	4,019	0	0	4,019	2.8%
0020	SUPPLIES AND MATERIALS	14,655	13,429	0	0	0	1,226	0	0	1,226	8.4%
0040	OTHER SERVICES AND CHARGES	75,000	82,002	0	0	0	(7,002)	0	878	(7,880)	(10.5%)
0050	SUBSIDIES AND TRANSFERS	10,000	0	0	0	0	10,000	0	0	10,000	100.0%
0070	EQUIPMENT & EQUIPMENT RENTAL	0	0	0	0	0	0	0	(878)	878	0%
02 NON-PERSONNEL SERVICES		99,655	95,431	0	0	0	4,224	0	0	4,224	4.2%
0100 LOCAL FUND		244,859	236,615	0	0	0	8,254	0	0	8,254	3.4%

The information contained in this report is unaudited and unadjusted.

Source: SOARTELS

Prepared by Office of the Chief Financial Officer

NOTE: Current fiscal year activity related to AY02 emergency preparedness and federal payment funds, if any, are included in local funds.

Available Balance - Detail (By Agency, Fund and Comptroller Source Group)

Report Run Date: March 9, 2021

Folder path: Financial Views => Operating => Financial Management

Report Prompts
Fiscal Year: 2020
As of Fiscal Month: 13
% of Year Elapsed: 100%

Comp Source Group	Comp Source Group Title	Approp Bal	Expend Bal	Actual Encumbrance Bal	CY ID	Pre Encumbrance Bal	CY Available	PY Exp	PY OBI	FY Available	Percent Available
0450 PRIVATE DONATIONS											
0012	REGULAR PAY - OTHER	30,000	30,000	0	0	0	0	0	0	0	0%
01 PERSONNEL SERVICES		30,000	30,000	0	0	0	0	0	0	0	0%
0050	SUBSIDIES AND TRANSFERS	24,000	24,000	0	0	0	0	0	0	0	0%
02 NON-PERSONNEL SERVICES		24,000	24,000	0	0	0	0	0	0	0	0%
0450 PRIVATE DONATIONS		54,000	54,000	0	0	0	0	0	0	0	0%
STATEHOOD INITIATIVE AGENCY		298,859	290,615	0	0	0	8,254	0	0	8,254	2.8%

The information contained in this report is unaudited and unadjusted.

Source: SOARTELS

Prepared by Office of the Chief Financial Officer

NOTE: Current fiscal year activity related to AY02 emergency preparedness and federal payment funds, if any, are included in local funds.

Available Balance - Detail (By Agency, Fund and Comptroller Source Group)

[Report Prompts](#)

AR0 - STATEHOOD INITIATIVE AGENCY

Report Run Date: March 9, 2021

Fiscal Year: 2021

As of Fiscal Month: 3

% of Year Elapsed 25%

Folder path: Financial Views => Operating => Financial Management

Comp Source Group	Comp Source Group Title	Approp Bal	Expend Bal	Actual Encumbrance Bal	CY ID	Pre Encumbrance Bal	CY Available	PY Exp	PY Obl	FY Available	Percent Available
0100 LOCAL FUND											
0012	REGULAR PAY - OTHER	145,196	23,416	0	0	0	121,779	10,752	0	111,027	76.5%
0014	FRINGE BENEFITS - CURR PERSONNEL	18,354	4,329	0	0	0	13,975	1,290	0	12,685	69.1%
		163,550	27,795	0	0	0	135,755	12,042	0	123,713	75.6%
0020	SUPPLIES AND MATERIALS	14,665	479	0	0	0	14,187	0	0	14,187	96.7%
0040	OTHER SERVICES AND CHARGES	71,030	6,680	0	2,841	0	61,509	0	878	60,631	85.4%
0070	EQUIPMENT & EQUIPMENT RENTAL	0	0	0	0	0	0	0	(878)	878	0%
		85,696	7,159	0	2,841	0	75,696	0	0	75,696	88.3%
0100 LOCAL FUND		249,246	34,954	0	2,841	0	211,451	12,042	0	199,408	80.0%
STATEHOOD INITIATIVE AGENCY		249,246	34,954	0	2,841	0	211,451	12,042	0	199,408	80.0%

The information contained in this report is unaudited and unadjusted.

Source: SOAREIS

Prepared by Office of the Chief Financial Officer

NOTE: Current fiscal year activity related to AY02 emergency preparedness and federal payment funds, if any, are included in local funds.