



MURIEL BOWSER  
MAYOR

March 20, 2020

Jeffrey S. DeWitt  
Chief Financial Officer  
Office of the Chief Financial Officer  
The John A. Wilson Building  
1350 Pennsylvania Avenue, NW, Suite 203  
Washington, DC 20004

**Re: Use of the Contingency Cash Reserve Fund**

Mr. DeWitt:

I write to request the use of the District's Contingency Cash Reserve Fund in accordance with section 450A of the District of Columbia Home Rule Act (D.C. Official Code § 1-204.50a). Specifically, I am requesting that \$25,000,000 be allocated to the Office of the Deputy Mayor for Planning and Economic Development (DMPED), to fund relief for small businesses. This request is needed to ensure small businesses throughout the District are immediately provided with assistance due to loss of business from the COVID-19 public health emergency. Due to the nature of the pandemic, and its anticipated impact on the District's residents and businesses, we will submit additional requests as needs are further identified.

The allocation will be repaid through the FY 2020 Supplemental Budget from FY 2019 unused special purpose revenue fund balances and FY 2020 personnel services underspending.

Sincerely,

A handwritten signature in blue ink that reads "Muriel Bowser".

Muriel Bowser