



**CITY OF BRISTOL  
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: Bristol Police Department  
(Requesting Department)

Date: September 16, 2021  
(Submission Date)

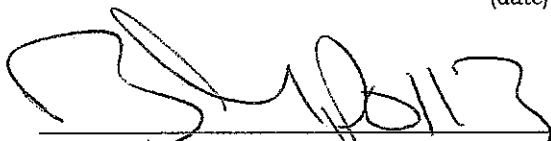
For the September 28, 2021 Board of Finance Meeting Agenda  
(Date of Meeting)

This request is for:  
(Please check the type of request and list in whole dollar amounts)

- Additional Appropriation      \$35,000
- Transfer from Contingency      \$ \_\_\_\_\_
- Transfer(s)      \$ \_\_\_\_\_
- Grant      \$35,000
- Carry-over(s)      \$ \_\_\_\_\_
- Other

**Approval:**

This request was approved by the Board of Police Commissioners  
(governing Board of your department)  
at its meeting held on September 22, 2021.  
(date)

  
(Department Head's signature)

**All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.**

Board of Finance Agenda Request Form

Reason for request

Coronavirus Relief Funds Grant for Crime Task Force Overtime Wages. Covers August 9, 2021 through December 31, 2021.

Additional Appropriation(s) and/or Appropriation(s) complete the following:

Account	Account Name	Amount
0011018-432155- COVID	REVENUE	\$35,000
0012110-515100- COVID	OVERTIME	\$35,000

Transfer(s) complete the following:

From:	To:	Amount:
_____	_____	_____
_____	_____	_____
_____	_____	_____

Grants:

Total Amount: Grant \$35,000

City Share \$ \_\_\_\_\_ %

Federal/State Share \$35,000 100 %

Carry-overs list the following:

Account	Account Name	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Brian Gould**

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**From:** Howe, Nichole <Nichole.Howe@ct.gov>  
**Sent:** Monday, August 30, 2021 9:40 AM  
**To:** Brian Gould  
**Subject:** RE: Coronavirus Relief Funds Announcement

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Good Morning,

Thank you for sending over your responses.

You are all set to proceed!

*\*\*\**

*Nichole*

Nichole L. Howe  
Associate Accountant  
Office of Policy and Management  
Criminal Justice Policy and Planning Division  
450 Capitol Ave.  
Hartford, CT 06106-1379  
(860) 418-6443

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**From:** Brian Gould <BrianGould@bristolct.gov>  
**Sent:** Friday, August 27, 2021 1:49 PM  
**To:** Howe, Nichole <Nichole.Howe@ct.gov>  
**Subject:** RE: Coronavirus Relief Funds Announcement

EXTERNAL EMAIL: This email originated from outside of the organization. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Good afternoon,

Please see attached. Thank you for your assistance. Have a great weekend. BG

Sincerely,  
*Chief Brian J. Gould*  
Bristol Police Department  
131 North Main Street  
Bristol, CT 06010

## Lisa Ziogas

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**From:** Howe, Nichole <Nichole.Howe@ct.gov>  
**Sent:** Wednesday, September 8, 2021 11:14 AM  
**To:** Lisa Ziogas  
**Subject:** RE: Coronavirus Relief Funds Announcement

Hi Lisa,

After the \$35k has been spent in OT (according to the responses Chief Gould provided) or 12/31/21 arrives (whichever is first), please send me all copies of timesheets or a payroll report showing all time charged to this funding source, along with the cash request (I will email that document out in the next month or so). Once I review and approve, I will send the request to our business office and they will transfer the funds to the town.

Let me know if you have further questions.

### *Nichole*

Nichole L. Howe  
Associate Accountant  
Office of Policy and Management  
Criminal Justice Policy and Planning Division  
450 Capitol Ave.  
Hartford, CT 06106-1379  
(860) 418-6443

**From:** Lisa Ziogas <LisaZiogas@bristolct.gov>  
**Sent:** Wednesday, September 8, 2021 10:53 AM  
**To:** Howe, Nichole <Nichole.Howe@ct.gov>  
**Subject:** FW: Coronavirus Relief Funds Announcement

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**Subject:** Coronavirus Relief Funds Announcement

Hi Nicole,

Chief Gould asked me to handle the Coronavirus Relief Funds in which we are eligible to receive up to \$35,000. I am looking to get information on this grant, i.e. how it works, what can we spend the money on and how much and when we will receive the money.

I am hoping you can provide me with the information, if not can you direct me to where I can get the information.

Thank you,

Lisa Ziogas  
Assistant to the Chief of Police  
Bristol Police Department  
131 North Main Street