

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

To: Board of Finance Commissioners

From: Bristol Development Authority
(Requesting Department)

Date: 2-11-2019
(Submission Date)

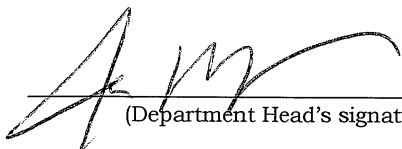
For the 2-26-2019 Board of Finance Meeting Agenda
(Date of Meeting)

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

- Additional Appropriation \$ _____
- Transfer from Contingency \$ _____
- Transfer(s) \$ 9,000.00
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

This request is pending approval by the Board of the Bristol Development Authority
(governing Board of your department)
at its meeting to be held on February 25, 2019.
(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:

1. To be used for more general marketing expenses unrelated to Printing & Binding.
2. Class and possibly travel for Executive Director to begin training for CECD certification.

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

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

Transfer(s) complete the following:

From: Printing & Binding 1044101-555000-G2019	To: Advertising & Marketing 1044101-557700-G2019	Amount: \$ 6,000.00
From: Downtown Revitalization 1044101-587467-G2019	To: Conferences & Memberships 1044101-581120-G2019	Amount: \$ 3,000.00
From: _____	To: _____	Amount: _____

Grants:

Total Amount: Grant \$ _____

City Share \$ _____ %

Federal/State Share \$ _____ %

Carry-overs list the following:

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