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

To: Board of Finance Commissioners

From: Bristol Public Library  
(Requesting Department)

Date: January 15, 2020  
(Submission Date)

For the January 28, 2020 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 \$ 50.00
- Transfer from Contingency \$ \_\_\_\_\_
- Transfer(s) \$ \_\_\_\_\_
- Grant \$ \_\_\_\_\_
- Carry-over(s) \$ \_\_\_\_\_
- Other

**Approval:**

This request was approved by the Board of \_\_\_\_\_  
(governing Board of your department)  
at its meeting held on \_\_\_\_\_.  
(date)

Reborah Prozzo  
(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 6:30 p.m. in the Council Chambers.**

Board of Finance Agenda Request Form

Reason for request: \$50 donation to the Main Library for program supplies in memory of Tom Chapman.

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

Account	Account Name	Amount
<b>1066010-471000-DONAT</b>	<b>Donation - REVENUE</b>	<b>\$50.00</b>
<b>1066010-561800-DONAT</b>	<b>Donation Program Supplies-EXPENDITURE</b>	<b>\$50.00</b>

Transfer(s) complete the following:

From:	To:	Amount:

Grants:

Total Amount: Grant \$ \_\_\_\_\_

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

Federal/State Share \$ \_\_\_\_\_ %

Carry-overs list the following:

Account	Account Name	Amount



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

To: Board of Finance Commissioners

From: Bristol Public Library  
(Requesting Department)

Date: January 15, 2020  
(Submission Date)

For the January 28, 2020 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 \$ 100.00
- Transfer from Contingency \$ \_\_\_\_\_
- Transfer(s) \$ \_\_\_\_\_
- Grant \$ \_\_\_\_\_
- Carry-over(s) \$ \_\_\_\_\_
- Other

**Approval:**

This request was approved by the Board of \_\_\_\_\_  
(governing Board of your department)  
at its meeting held on \_\_\_\_\_  
(date)

Deborah Prigo  
(Department Head's signature)

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Board of Finance Agenda Request Form

Reason for request: \$100 donation to the Children's Library for program supplies.

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

Account	Account Name	Amount
1066011-471000- DONAT	Donation - REVENUE	\$100.00
1066011-561800- DONAT	Donation Program Supplies- EXPENDITURE	\$100.00

Transfer(s) complete the following:

From:	To:	Amount:

Grants:

Total Amount: Grant \$ \_\_\_\_\_  
 City Share \$ \_\_\_\_\_ %  
 Federal/State Share \$ \_\_\_\_\_ %

Carry-overs list the following:

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



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

To: Board of Finance Commissioners

From: Bristol Public Library  
(Requesting Department)

Date: January 17, 2020  
(Submission Date)

For the January 28, 2020 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 \$ 100.00
- Transfer from Contingency \$ \_\_\_\_\_
- Transfer(s) \$ \_\_\_\_\_
- Grant \$ \_\_\_\_\_
- Carry-over(s) \$ \_\_\_\_\_
- Other

**Approval:**

This request was approved by the Board of \_\_\_\_\_  
(governing Board of your department)  
at its meeting held on \_\_\_\_\_  
(date)

Deborah Priddy  
(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 6:30 p.m. in the Council Chambers.**

Board of Finance Agenda Request Form

Reason for request: \$100 donation to the Main Library for program supplies for Author Luncheon.

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

Account	Account Name	Amount
<b>1066010-471000-DONAT</b>	<b>Donation - REVENUE</b>	<b>\$100.00</b>
<b>1066010-561800-DONAT</b>	<b>Donation Program Supplies-EXPENDITURE</b>	<b>\$100.00</b>

Transfer(s) complete the following:

From:	To:	Amount:

Grants:

Total Amount: Grant \$ \_\_\_\_\_  
 City Share \$ \_\_\_\_\_ %  
 Federal/State Share \$ \_\_\_\_\_ %

Carry-overs list the following:

Account	Account Name	Amount