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CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM

To: Board of Finance Commissioners

From: Human Resources
(Requesting Department)

Date: February 14, 2020
(Submission Date)

For the February 25, 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 $_____

☐ New Appropriation $_____

☐ Transfer from Contingency $_____

X Transfer(s) $ $10,500

☐ Grant $_____

☐ Carry-over(s) $_____

Approval:

This request was approved by the Board of _____
(governing Board of your department)

at its meeting held on_____.
(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 6:30 p.m. in the Council Chambers.

Board of Finance Agenda Request Form

Reason for request: Unanticipated costs for public safety promotion processes.

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

Account	Account Name	Amount

Transfer(s) complete the following:

From:	**0011021-517000** **Other Wages**	**To:**	**0011021-531000** **Professional Fees**	**Amount:**	**$3,000**
From:	**0011021-531140** **Training**	**To:**	**0011021-531000** **Professional Fees**	**Amount:**	**$4,500**
From:	**0011021-581135** **Schooling & Education**	**To:**	**0011021-531000** **Professional Fees**	**Amount:**	**$3,000**

Grants:
Total Amount: Grant $_____

City Share $_____ _____ %

Federal/State Share $_____ _____ %

Carry-overs list the following:

Account	Account Name	Amount