



For Information Only

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

To: Board of Finance Commissioners

From: Grants Administrator
(Requesting Department)

Date: February 13, 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 \$ _____
- Transfer(s) \$ _____
- Grant \$ 102,005
- Carry-over(s) \$ _____

Approval:

This request was approved by the City Council at its meeting held on February 11, 2020.

Chusee Cowe Clerk
(Department Head's signature)

Board of Finance Agenda Request Form

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.

For information only

Reason for request:

The purpose of the request is to refer to the Board of Finance for any necessary action an application to the Federal Emergency Management Agency for an Assistance to Firefighters Grant to cover the cost of training classes, textbooks and overtime for firefighters to attend the CT Fire Academy.

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

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

Transfer(s) complete the following:

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

Grants:

Total Amount: Grant \$ 102,005

City Share \$ 11,333 10 %

Federal/State Share \$ _____ %

Carry-overs list the following:

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



City of Bristol
Office of Town and City Clerk
111 North Main Street
Bristol, Connecticut
(860)584-6200

February 13, 2020

Board of Finance
Diane M. Waldron, Clerk
City Hall
111 North Main Street
Bristol, Connecticut 06010

Dear Members:

At a meeting of the City Council on February 11, 2020 it was voted to approve the submission of an application not to exceed \$102,005 in funds to the Federal Emergency Management Agency, the Assistance to Firefighters Grant Program, and to authorize the Mayor to execute any and all documents associated with the application and contract. It was also voted that if awarded, to refer the matter to the Board of Finance for any necessary action.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Therese Pac".

Therese Pac, MCTC, MMC
Town and City Clerk

TP/dml

5h



RECEIVED
2020 FEB -5 AM 9:44
TOWN AND CITY CLERK
BRISTOL, CT

DATE: February 4, 2020
TO: Mayor Ellen Zoppo-Sassu
City Council Members
FROM: Dawn Leger, Grants Administrator *D Leger*
RE: FEMA Assistance to Firefighters Grant

Background

A program of the Federal Emergency Management Agency, the Assistance to Firefighters Grant (AFG) program offers grants to fire departments for training, vehicle acquisition, and wellness programs. The Bristol Fire Department was awarded a similar grant last year to begin the first phase of this training.

Project Description

Phase three of the project would be to train all company officers to the level of Fire Officer II (FO-II) as prescribed by NFPA 1021. Once completed, this training will bring all of officers to the educational benchmark for second level supervisor, which is captain in the BFD. The grant will cover the cost of contracting the program through the Fire Academy, the cost of textbooks, and the cost of overtime and/or staff coverage during the training sessions. The total cost of the training is not to exceed \$113,338.

Funding Request

The City will request 90% of the project cost, \$102,005.

City Match

The City must provide a 10% match, or up to \$11,333.

Requested Action

To approve the submission of an application not to exceed \$102,005 in funds to the FEMA Assistance to Firefighters Grant Program, to authorize the Mayor to execute any and all documents associated with the application and contract, if awarded, and to refer the matter to the Board of Finance for any necessary action.

Presented at Council Meeting
2/11/2020
Adopted *Refer to Board of Finance*
Ordered Filed
Referred to *Joc*