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CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM

To: Board of Finance Commissioners

From: Economic and Community Development
(Requesting Department)

Date: March 10, 2020
(Submission Date)

For the March 24, 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 $__1,280.00_____

☐ Transfer from Contingency $_____

☐ Transfer(s) $_____

☐ Grant $_____

☐ Carry-over(s) $_____

Approval:

This request is pending approval by the Board of Economic & Community Development (governing Board of your department)
at its meeting to be held on April 2, 2020.
(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:

The purpose of this request is to refer to the Board of Finance for appropriation
The award of $1,280 from the Main Street Community Foundation.

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

Account	Account Name	Amount
1064101-470000-20G13	**CONTRIBUTIONS – BILINGUAL FLYERS**	**$1,280**
1064101-561800-20G13	**PROGRAM SUPPLIES – BILINGUAL FLYERS**	**$1,280**

Transfer(s) complete the following:

From:	To:	Amount:
From:	**To:**	**Amount:**
From:	**To:**	**Amount:**
From:	**To:**	**Amount:**
From:	**To:**	**Amount:**

Main Street

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February 4, 2020

Dawn — FYI - See attached check

Mayor Ellen Zoppo-Sassu
City of Bristol
City Hall - Mayor's Office
111 North Main Street
Bristol, CT 06010

Dear Mayor Zoppo-Sassu:

On behalf of the Main Street Community Foundation Board of Directors, I am pleased to enclose a grant check for $1,280 to the City of Bristol from the **Money in Motion Fund at the Main Street Community Foundation.** This grant is to be used for the development, printing and distribution of 20,000 bilingual flyers in support of 2020 Census efforts in Bristol.

Please sign this letter to acknowledge receipt of the check and return it in the enclosed envelope. By signing this letter, you certify that the funds will be used for the purpose stated above.

The Foundation is pleased to support the City of Bristol Complete Count Committee's efforts to advance resident engagement activities and promote a positive and complete count of its residents. If you have any questions, please contact me at 860.583.6363.

Sincerely,

Hope this helps!

Susan Sadecki

Susan D. Sadecki, MBA
President & CEO

Enclosures

Received by:

Ellen Zoppo-Sassu — 3/5/2020

Signature — **Date**

Ellen Zoppo-Sassu Mayor

Printed Name and Title

Main Street Community Foundation, Inc.
120 Halcyon Drive • P.O. Box 2702
Bristol, Connecticut 06011-2702
P: 860.583.6363 • F: 860.589.1252
www.mainstreetfoundation.org

Confirmed in Compliance with National Standards for U.S. Community Foundations

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