



For Information Only
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**CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: Town Clerk
(Requesting Department)

Date: September 11, 2020
(Submission Date)

For the September 22, 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 \$ _____
- Transfer from Contingency \$ _____
- Transfer(s) \$ _____
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

This request was approved by the City Council at its meeting held on September 8, 2020.

Chesee Poe, Town Clerk
(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.

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Board of Finance Agenda Request Form

Reason for request:

The purpose of the request is to refer to the Board of Finance for any necessary action the Center for Tech and Civic Life (CTCL) COVID-19 Response Grant program for the Town Clerk's office and Registrars of Voters to reimburse costs for the November election.

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

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

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

September 11, 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 September 8, 2020 it was voted to refer to the Board of Finance for any necessary action the Center for Tech and Civic Life (CTCL) COVID-19 Response Grant program for the Town Clerk's office and Registrars of Voters to reimburse costs for the November election.

Very truly yours,

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

Therese Pac, MCTC, MMC
Town and City Clerk



City of Bristol
Office of Town and City Clerk
111 North Main Street
Bristol, Connecticut 06010
(860) 584-6200 ext. 0

DATE: September 3, 2020

TO: Mayor Ellen A. Zoppo-Sassu
City Council Members

FROM: Therese Pac
Town and City Clerk

RE: Center for Tech and Civic Life (CTCL) grant

Background

The Center for Tech and Civic Life (CTCL) is expanding their COVID-19 Response Grant program to all U.S. local election jurisdictions. Backed by a \$250,000,000 contribution from Mark Zuckerberg, CTCL will provide grants to local election jurisdictions across the country to help ensure staffing, training, and equipment necessary for this November election. This is a first come, first serve grant.

Due to the pandemic, the Bristol Town Clerk's will be responsible for mailing ballots to voters, beyond the typical absentee ballots. To administer this, as many as ten people will be hired and equipment purchased to process 30,000 ballots or more.

In addition, the Registrars of Voters may have additional costs in order to provide safety in the polling places. This grant could help to defray or pay for those additional costs.

Requested Action

To approve submission of an application for funds to the Center for Tech and Civic Life (CTCL) COVID-19 Response Grant program, to authorize the Mayor to execute any and all documents associated with the application/grant, and to refer the matter to the Board of Finance for any necessary action.

City Match

There is no City cash match or in-kind match requirement for the grant.

Presented at Council Meeting

9/8/2020

Adopted Refer to Board of Finance
Ordered Filed Joe
Referred to Joe