



CITY OF BRISTOL BOARD OF FINANCE AGENDA REQUEST FORM

To: Board of Finance Commissioners

From: Information Technology
(Requesting Department)

Date: 1/15/21
(Submission Date)

For the 1/26/2021 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) \$ 9,690.00

Grant \$ _____

Carry-over(s) \$ _____

Other

Approval:

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

at its meeting held on _____
(date)

Scott M. Lupo
(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.

Board of Finance Agenda Request Form

Reason for request: *To setup conference rooms with computers, televisions, and webcams to make them equiped with everything to conduct virtual meetings*

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

| Account | Account Name | Amount |
|---------|--------------|--------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Transfer(s) complete the following:

| | | |
|---|--|----------------------------------|
| From: <u>101 1020 570400 17037</u> | To: <u>1011020-570400-21014</u> | Amount: <u>\$9,690.00</u> |
| From: _____ | To: _____ | Amount: _____ |
| From: _____ | To: _____ | Amount: _____ |
| From: _____ | To: _____ | Amount: _____ |

Grants:

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

Carry-overs list the following:

| Account | Account Name | Amount |
|---------|--------------|--------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |