



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

To: Board of Finance Commissioners  
From: Economic and Community Development  
(Requesting Department)  
Date: January 5, 2024  
(Submission Date)

For the Board of Finance Meeting Agenda  
January 23, 2024  
(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) \$ 40,000.00 \_\_\_\_\_
- Grant \$ \_\_\_\_\_
- Carry-over(s) \$ \_\_\_\_\_
- Other

**Approval:**

This request was approved by the Economic & Community Development Board at its Regular Meeting held on Thursday, January 4, 2024.

  
\_\_\_\_\_  
(Department Head's signature)

1/2/24  
\_\_\_\_\_  
(Date)

**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:

The purpose of this transfer request is to provide adequate funding for the ECD's popular Small Business Grant program to help incentivize smaller renovation projects for local businesses.

Transfer(s) complete the following:

<b>From:</b>	1044109-589300 Economic Development Expenses	<b>To:</b>	1044109-589330 Small Business Grant Program	<b>Amount:</b>	\$40,000.00
<b>From:</b>		<b>To:</b>		<b>Amount:</b>	
<b>From:</b>		<b>To:</b>		<b>Amount:</b>	
<b>From:</b>		<b>To:</b>		<b>Amount:</b>	
<b>From:</b>		<b>To:</b>		<b>Amount:</b>	

**Grants:**

Total Amount: Grant \$ \_\_\_\_\_

City Share \$ \_\_\_\_\_ % \_\_\_\_

Federal/State Share \$ \_\_\_\_\_ % \_\_\_\_

**Carry-overs list the following:**

Account	Account Name	Amount