

REQUEST FOR APPROPRIATION

Instructions: Complete all information in Parts A and B. Have Director/ Department Head sign and date on appropriate lines in Part C. Forward original to OPM Director, 10th Floor. OPM Director will forward to the Boards. Submit to OPM by the 20th of the month in order to be included on the next Board of Finance and Representatives meeting agendas.

Part A - Account Information

FY 23-24

Project #	GF		Dept. Name	Certified Local Government Grant 2024
Revenue #	2800-1012-	\$6,000		
Expend. #	2800-1012-	\$2,400	Account Title	Certified Local Government Grant 2024/Consultant
Expend. #	2800-1012-	\$770	Account Title	Certified Local Government Grant 2024/Office Supplies
Expend. #	2800-1012-	\$630	Account Title	Certified Local Government Grant 2024/Postage
Expend. #	2800-1012-	\$2,200	Account Title	Certified Local Government Grant 2024/Copying & Printing

Source: 100% Grant Funded

Request Amount	\$6,000
Previous Year's Expenditure	\$ -
Department Request	_____
Approved by Mayor	_____
Approved by Finance Board	_____
Approved by Board of Reps.	_____
Revised Budget	_____
Balance in Account	_____
Projected Exp. & Enc.	\$ -

Part B - Request Description and Supporting Calculations

The City of Stamford Historic Preservation Advisory Commission (HPAC) will utilize grant funds to develop an informational brochure summarizing regulations and incentives for historic preservation projects. Grant funds will be utilized to contract with a graphic designer to produce the brochure, and for office supplies, printing and copying expenses. No City funds are required.

Part C - Approvals

Anita Carpenter
Anita Carpenter (Jul 24, 2023 15:44 EDT)
 Anita Carpenter
 Grants Officer

 Elda Sinani
 OPM, Director

 Bridget Fox
 Interim Director of Administration

 Caroline Simmons
 Mayor

July 27, 2023

Joe Hickey
Grants Coordinator
City of Stamford
888 Washington Blvd.
Stamford, CT 06901

Subject: Certified Local Government Grant Award

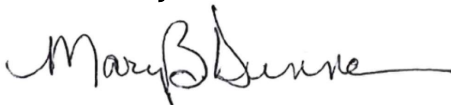
Dear Mr. Hickey:

Congratulations! The Historic Preservation Council, at its June 7, 2023 meeting, voted to approve the City of Stamford's application for funding to develop an ***Informational brochure summarizing regulations and incentives for historic preservation projects***. I have sent the assistance agreement by email. It must be initialed in the box on page 9 and signed on page 22 by Mayor Simmons. You can return the signed agreement to me via email or regular mail. I will have it signed here and return a fully executed copy to you. Please note:

- The grant amount is \$6,000;
- There is no required match for this assistance;
- The funds expire August 31, 2025;
- If you need an extension on this deadline, please let me know before the expiration date.
- Please note special conditions in Article 6 of the assistance agreement. They spell out the expected deliverable and acknowledgement requirements.

Please let me know if you need assistance with anything during your project.

Sincerely,



Mary Dunne
Local Government Grants Coordinator