

REQUEST FOR ADDITIONAL 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

			Grant Year	FY21-22
Project #	F32	Dept. Name	USDA COMPOSTING GRANT	
Revenue #	NEW GRANT	\$45,000		
Revenue #	City Share	\$15,000		
Expend. #	NEW GRANT	COMPOST GRANT/EQUIPMENT		\$48,700
Expend. #	NEW GRANT	COMPOST GRANT/PRINTING		\$4,000
Expend. #	NEW GRANT	COMPOSTING GRANT/CONTRACTED SERVICES		\$7,300

Source: 75% Grant Funded

Request Amount \$60,000

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

Grant funds will be utilized to implement a pilot Food Waste Reduction Program in partnership with the Bartlett Arboretum. Grant funds will be utilized to purchase a Composting Machine with the capacity to process 500lbs of food waste a day, printed brochures and informational materials to inform the public about the program and to contract with a vendor to collect and dispose of waste beyond the 500lbs per day. Total federal funds is \$45,000 with a \$15,000 local match.

TAX IMPACT

0.000 Mills

Part C - Approvals

Anita Carpenter

Anita Carpenter, Grants Officer

Sandra L. Dennies

Sandra L. Dennies (Jan 28, 2022 09:22 EST)

Jan 28, 2022

Sandra Dennies, Director of Administration

Matt Quinones

Matt Quinones (Jan 27, 2022 07:56 EST)

Jan 27, 2022

Matthew Quinones, Director of Operations

Lee Berta

Jan 28, 2022

Lee Berta, Asst OPM Director

Caroline Simmons, Mayor