

**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 #	<u>New Project</u>		Dept. Name	<u>Fire Prevention &amp; Safety</u>
Revenue #	<u>2800-3540-43121-0000-000</u>	<u>\$53,000</u>		
Expend. #	<u>2800-3540-560120-0000-000</u>	<u>\$53,000</u>	Account Title	<u>Fire Prevention &amp; Safety/ Supplies</u>
Source	Grant	\$50,476		
	City Share	\$2,524		

<b>Request Amount</b>	<b>\$53,000</b>
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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 by the Fire Department to implement a Smoke/CO Detector Inspection/Installation Program. The program will focus on single and two-family homes as well as elderly and low-income housing. Grant funds will be utilized to purchase 2,000 Smoke Detectors. There is a \$2,524 local match required.

Part C - Approvals

Anita Carpenter  
Anita Carpenter (Apr 12, 2023 14:27 EDT)  
 Anita Carpenter  
 Grants Officer

Sandra L. Dennies  
Sandra L. Dennies (Apr 12, 2023 17:56 EDT)  
 Sandra L. Dennies  
 Director of Administration

Apr 12, 2023

Eida Sinani  
Eida Sinani (Apr 12, 2023 16:37 EDT)  
 Eida Sinani  
 OPM, Director

Caroline Simmons  
Caroline Simmons (Apr 14, 2023 15:07 EDT)  
 Caroline Simmons  
 Mayor

Apr 12, 2023

Apr 14, 2023