

BOARD OF FINANCE OPERATING TRANSFER FORM

Fiscal Year FY23/24

Instructions: Please fill in all blanks and obtain all signatures. Forward two copies to OPM Director by the 20th of the month preceding Finance Board meeting. The OPM Director will transmit forms to Finance Board.

The Grant Administration on behalf of the Mayor's Office Department requests authorization to transfer the sum of \$ 3,000.00 as follows:

Project #: **GF3000026** Proj/Award Name: **CT Humanities Operating Grant**
 Award # **CCF-81423**
 Cost Center: **1012**

FROM:

CODE NO.	CODE TITLE	ACTUAL AMOUNT	COMMITTED AMOUNT	CURRENT BUDGET
560100	Office Supplies & Expenses			3,000.00
	TOTAL	\$ -	\$ -	\$ 3,000.00

TO:

CODE NO.	CODE TITLE	ACTUAL AMOUNT	COMMITTED AMOUNT	CURRENT BUDGET
519203	Seasonal			3,000.00
	TOTAL	\$ -	\$ -	\$ 3,000.00

REASON FOR TRANSFER: (Attach a separate sheet, if necessary)

The CT Humanities Grant supports any operating expenses of the awarded organization. It was award to the Stamford Arts and Culture Commission (SAC) for calendar year 2023. The approved budget includes \$3,000 for Office Supplies and Expenses, however, the \$3,000 was used to pay seasonal part-time employees to develop an online Arts & Culture Directory on the City's website.

*This request was presented at the March meeting and incorrectly changed by the Grants Officer during the discussion.

Approvals:

Aaron Miller
 Aaron Miller (Mar 28, 2024 11:13 EDT)
 Aaron Miller, Program Manager for Arts and Culture

Leah Kagan
 Leah Kagan (Mar 28, 2024 15:22 EDT)
 Leah Kagan, Director of Economic Development

Anita Carpenter
 Anita Carpenter, Grants Officer

Elda Sinani
 Elda Sinani (Mar 28, 2024 16:10 EDT)
 Elda Sinani, Director OPM

Benjamin Barnes
 Benjamin Barnes, Director of Administration

Caroline Simmons
 Caroline Simmons, Mayor