

CHECK LIST FOR ALDERMANIC SUBMISSIONS

x	Cover Letter
x	Resolutions/ Orders/ Ordinances
n/a	Prior Notification Form
x	Fiscal Impact Statement - Should include comprehensive budget
x	Supporting Documentation (if applicable)
x	E-mailed Cover letter & Order

IN ADDITION IF A GRANT:

n/a	Notice of Intent
n/a	Grant Summary
n/a	Executive Summary (not longer than 5 pages without an explanation)

Date Submitted: March 19, 2021

Meeting Submitted For: _____

Regular or Suspension Agenda: Regular

Submitted By: Dr. Iline Tracey, Superintendent of Schools

Title of Legislation:

Comments: _____

Coordinator's Signature: _____

Controller's Signature (if grant): _____

Mayor's Office Signature: _____

Call 946-7670 with any questions.
jrodriguez@newhavenct.gov