

Donation

Version 1.9 released on 8/3/21

Updated RFA for donations including travel donations (use employee reimbursement process for travel approvals)


CITY COUNCIL USE ONLY

Date Received: _____
 Committee Date: _____
 1st Agenda Date: _____

Tracking #: _____
 Committee: _____
 Hearing Date: _____
 2nd Agenda Date: _____

CITY CLERK USE ONLY

☐ Scanned Date: 09.07.2022
☐ Posted Item #: 2209.01975

All department items requiring Council approval must be submitted through the Mayor's Office.

Primary Details
Board Approval
Other Board Name
City Council Approval

☒ Yes ☐ No

Department _____
 Mayors Office _____

Contact Name _____
 Kimberly Madden _____

Email _____
 kmadden@cityoftulsa.org _____

Phone _____
 918-596-9984 _____

Bid/Project Number _____

Project Title _____

Donator _____
 National League of Cities _____

Type of Donation _____
 Travel _____

Travel Event Title _____
 National League of Cities: _____
 Future of Work Summit _____

Traveler's Name _____
 Cassia Carr _____

Event Date _____
 9/6/22 _____

Donation Amount/Value _____
 \$1,510.00 _____

Budget
Funding Source(s)

TOTAL:

Approvals

Department: _____
 Legal: _____
 Board: _____
 Mayor: _____
 Other: _____

Kathryn Junk
 Mayor Pro Tem

Date: SEP 07 2022
 Date: 9.2.22
 Date: _____
 Date: SEP 07 2022
 Date: _____

Policy Statement
Background Information

Deputy Mayor Cassia Carr will travel to Salt Lake City, UT, Sept. 6-8, 2022, to participate on behalf of the City in the National League of Cities: Future of Work Summit.

Summation of the Requested Action

Acceptance of the in-kind donation of her travel to and from Salt Lake City, UT for the the National League of Cities: Future of Work Summit.

Other Pertinent Details
Processing Information for City Clerk's Office
Post Execution Processing

- ☐ Mail vendor copy (addt'l signature copies attached)
☐ Must be filed with other governmental entity
☐ Addt'l governmental entity approval(s) required

Additional Routing and Processing Details