

**Town of Bristol Capital  
Improvements Program Project  
Request Form**

Projects considered by the CIP will cost \$10,000 or more and have a useful life of three years or more Name of Bristol Citizen: or

**1. Department:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Name of submitter - May be same or different from name listed above:

**Submitted by:** \_\_\_\_\_

So CIP may reply and/or ask further questions of submitter/s:

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**2. Capital Item Description:** \_\_\_\_\_

**3. Explain the Need:** (please include: repair costs & frequency, days out of service, cost to rent, outside service cost for task replacement, impact on town if not purchased)

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**4. Priority (check one):** \_\_\_ **Urgent** \_\_\_ **Necessary** \_\_\_ **Desirable** \_\_\_ **Deferrable**  
Submitter's estimate    2015            2016-2018            2019-2021            2022-2024

**5. Need by Year** 20 **Estimated Life Expectancy**

Fill in specific year wanted

**\$ Amount**

**6. Cost Summary:**

- a. **Equipment**
- b. **Planning/Engineering/Legal**
- c. **Construction**
- d. **Other**

Note: if cost info help is required: check here:

**Total: \$**

**7. Source of Cost Estimates:**

**8. Recommended Method(s) of Financing:**                      **\$ Amount**

- a. **Appropriation:** \_\_\_\_\_
- b. **Lease Purchase**                      \_\_\_\_\_
- c. **Capital Reserve Fund**                      \_\_\_\_\_
- d. **Bond/Note (type)**                      \_\_\_\_\_
- e. **Grant/s**                      \_\_\_\_\_
- f. **Other**                      \_\_\_\_\_