

City of Jacksonville, Florida  
Request for Budget Transfer Form

34  
5-13-24

Neighborhoods Department / Housing & Community Development Division  
Department or Area Responsible for Contract / Compliance / Oversight

CityWide  
Council District(s)

Reversion of Funds:  
(if applicable)

All-Years Fund  
Fiscal Yr(s) of carry over (all-years funds do not require a carryover)

Section of Code Being Waived (if applicable):

CIP (yes or no):

Justification for Waiver

Justification for / Description of Transfer:

Appropriation of the FY25 (7.1.24-6.30.25) State Housing Initiatives Partnership (SHIP) formula grant from the Florida Department of Economic Opportunities through Florida Housing Finance Corp. (FHFC). Transfer from Fund Balance: Accounting String - 11701-174106-369060-0000000-000000 \$387,350.83 in Program Income. grant period 7-1-24 through 6-30-25 ; Related RC 24-125.

Net Amount Appropriated and/or Transferred:

\$8,342,986.23

\* This element of the account string is titled project but it houses both projects and grants.

CITY COUNCIL

Requesting Council Member:

CM's District:

Requesting Council Member:

CM's District:

Prepared By:

Ordinance:

OFFICE OF THE MAYOR

BUDGET ORDINANCE  TRANSFER DIRECTIVE

TD / BT Number:

BT24-106  
BT25

Date Rec'd.	Date Fwd.	Approved	Disapproved
4/29/24	4/29/24		
5/6/24	5/7/24		
4/29/24	5-7-24		

Date of Action By Mayor:

MAY 13 2024

Approved:

Division Chief:

Travis Jeffrey, Chief

Date Initiated:

4/29/24

Prepared By:

Adebisi E Okewusi

Phone Number:

904-255-8279

Initiated / Requested By (if other than Department):

DATE  
MAY 13 2024  
MAYOR'S BUDGET  
REVIEW COMMITTEE

**Budget Transfer Line Item Detail**

\* This element of the account string is titled project but it houses both projects and grants.  
 Budget Office approval does not confirm; whether or not a grant requires a new 1 Cloud grant number nor the availability or use of prior-year revenue and/or the use of fund balance appropriations in all-years subfunds.

Budget Officer Initials

**TRANSFER FROM:** (Revenue line items in this area are being appropriated and expense line items are being de-appropriated.)

Rev Exp	Fund Title	Activity / Grant / Project Title	Line Item / Account Title	Amount	Fund	Center	Accounting Codes						
							Account	Project *	Activity	Interfund	Future		
				Total:	\$8,342,986.23								
REV	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Florida Housing Finance Corporation	\$795,563.00	11701	174106	334152	010899	00000000	0000	00000000		
REV	State Housing Initiative Partnership - SHIP	SHIP 24-25 Downpayment Assistance	Florida Housing Finance Corporation	\$1,000,000.00	11701	174106	334152	010900	00000000	0000	00000000		
REV	State Housing Initiative Partnership - SHIP	SHIP 24-25 Heirs Property Resolution	Florida Housing Finance Corporation	\$400,000.00	11701	174106	334152	010901	00000000	0000	00000000		
REV	State Housing Initiative Partnership - SHIP	SHIP 24-25 Emergency Repair Program	Florida Housing Finance Corporation	\$750,000.00	11701	174106	334152	010902	00000000	0000	00000000		
REV	State Housing Initiative Partnership - SHIP	SHIP 24-25 Foreclosure Intervention	Florida Housing Finance Corporation	\$750,000.00	11701	174106	334152	010903	00000000	0000	00000000		
REV	State Housing Initiative Partnership - SHIP	SHIP 24-25 Owner-Occupied Rehabilitation	Florida Housing Finance Corporation	\$2,499,999.40	11701	174106	334152	010904	00000000	0000	00000000		
REV	State Housing Initiative Partnership - SHIP	SHIP 24-25 Owners' Occupied Rehab-Transfer from Fund	Recaptured Grant Funds	\$387,350.83	11701	174106	369060	010904	00000000	0000	00000000		
REV	State Housing Initiative Partnership - SHIP	SHIP 24-25 Rental Housing Development	Florida Housing Finance Corporation	\$1,760,073.00	11701	174106	334152	010905	00000000	0000	00000000		

**TRANSFER TO:** (Revenue line items in this area are being de-appropriated and expense line items are being appropriated.)

Rev Exp	Fund Title	Activity / Grant / Project Title	Line Item / Account Title	Amount	Fund	Center	Accounting Codes					
							Account	Project *	Activity	Interfund	Future	
				Total:	\$8,342,986.23							
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Permanent & Probationary Salaries	\$485,968.88	11701	174106	512010	010899	00000000	0000	00000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Special Pay - Pensionable	\$3,200.00	11701	174106	515110	010899	00000000	0000	00000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Medicare Tax	\$9,977.27	11701	174106	521020	010899	00000000	0000	00000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Pension Contributions	\$18,465.00	11701	174106	522010	010899	00000000	0000	00000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	GEPP DB Unfunded Liability	\$52,300.00	11701	174106	522011	010899	00000000	0000	00000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Disability Trust Fund-ER	\$3,180.00	11701	174106	522070	010899	00000000	0000	00000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	GEPP Defined Contribution DC-ER	\$10,350.00	11701	174106	522130	010899	00000000	0000	00000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Group Dental Plan	\$1,740.00	11701	174106	523010	010899	00000000	0000	00000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Group Life Insurance	\$1,697.76	11701	174106	523030	010899	00000000	0000	00000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Group Hospitalization Insurance	\$62,400.96	11701	174106	523040	010899	00000000	0000	00000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	City Employees Worker's Compensation	\$1,800.00	11701	174106	524001	010899	00000000	0000	00000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Professional Services	\$8,400.00	11701	174106	531090	010899	00000000	0000	00000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Travel Expense	\$11,900.00	11701	174106	540020	010899	00000000	0000	00000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Advertising & Promotion	\$1,500.00	11701	174106	548010	010899	00000000	0000	00000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Miscellaneous Service & Charges	\$15,583.00	11701	174106	549040	010899	00000000	0000	00000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Miscellaneous Service & Charges I/S	\$14,405.00	11701	174106	549041	010899	00000000	0000	00000000	



EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	ISA - OGC Legal	\$15,840.00	11701	174106	549532	010899	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	ISA - Copy Center	\$3,580.00	11701	174106	549512	010899	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	ISA - Mailroom Charges	\$1,250.00	11701	174106	549529	010899	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	ISA Building Cost -Ed Ball	\$9,825.00	11701	174106	549507	010899	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	ISA - Computer Maintenance	\$4,480.00	11701	174106	549510	010899	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Wireless Communication	\$1,800.00	11701	174106	541050	010899	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Office Supplies - <i>the</i>	\$3,200.00	11701	174106	551010	010899	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	<i>Cooking, Uniforms &amp; Safety Equipment</i>	\$1,845.00	11701	174106	552040	010899	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Furniture & Equipment Under \$1000	\$1,400.00	11701	174106	552089	010899	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Software, Computer Items Under \$1000	\$13,800.00	11701	174106	552290	010899	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Employee Training	\$11,698.13	11701	174106	555001	010899	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Dues, Subscriptions & Memberships	\$1,600.00	11701	174106	554001	010899	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Computer Equipment	\$500.00	11701	174106	564270	010899	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 ADMIN	Indirect Cost-General Government	\$21,877.00	11701	174106	599031	010899	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 Downpayment Assistance	Forgivable Loans	\$1,000,000.00	11701	174106	583040	010900	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 Heirs Property Resolution	Forgivable Loans	\$400,000.00	11701	174106	583040	010901	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 Emergency Repair Program	Forgivable Loans	\$750,000.00	11701	174106	583040	010902	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 Foreclosure Intervention	Forgivable Loans	\$750,000.00	11701	174106	583040	010903	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 Owner-Occupied Rehabilitation	Forgivable Loans	\$2,887,350.23	11701	174106	583040	010904	00000000	00000	00000000
EXP	State Housing Initiative Partnership - SHIP	SHIP 24-25 <del>Rehab</del> Housing Development	Forgivable Loans	\$1,760,073.00	11701	174106	583040	010905	00000000	00000	00000000