

5  
8-26-24

City of Jacksonville, Florida  
Request for Budget Transfer Form

Neighborhoods - Jacksonville Environmental Protection Board  
Department or Area Responsible for Contract / Compliance / Oversight

Reversion of Funds: (if applicable) \_\_\_\_\_  
Fund / Center / Account / Project \* / Activity / Interfund / Future

Section of Code Being Waived (if applicable): Sections 360.602, 111.755, and 106.203(b), Ordinance Code \_\_\_\_\_

Justification for Waiver \_\_\_\_\_

A waiver of Section 360.602 and 111.755 is requested to authorize the use of the Environmental Protection Board (EPB) Trust Fund for travel, supplies, training, dues, membership fees, etc. for EPB members and staff.

Justification for / Description of Transfer:  
To appropriate fund balance from the Environmental Protection Fund to the EPB operating account for education and outreach activities and supplies for the Environmental Protection Board.

Net Amount Appropriated and/or Transferred: \$85,000.00

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

**CITY COUNCIL**

Requesting Council Member: \_\_\_\_\_  
Requesting Council Member: \_\_\_\_\_  
Prepared By: \_\_\_\_\_

CM's District: \_\_\_\_\_  
CM's District: \_\_\_\_\_  
Ordinance: \_\_\_\_\_

**OFFICE OF THE MAYOR**

BUDGET ORDINANCE  TRANSFER DIRECTIVE

Date Rec'd.	Date Fwd.	Approved	Disapproved
8/14/24	8/14/24	<i>[Signature]</i>	
8-15-24	8/16/24	<i>[Signature]</i>	
8-14-24	8-21-24	<i>[Signature]</i>	

Department Head \_\_\_\_\_  
Mayor's Office \_\_\_\_\_  
Accounting Division \_\_\_\_\_  
Budget Division \_\_\_\_\_

Date of Action By Mayor: AUG 26 2024

Division Chief: *[Signature]*

Prepared By: James Richardson, JEPP Administrator

Initiated / Requested By (if other than Department): \_\_\_\_\_

Approved By: *[Signature]*

Date Initiated: 8/13/2024

Phone Number: 904-255-7213

TD / BT Number: *[Handwritten]*

APPROVED BY: \_\_\_\_\_  
MAYOR'S BUDGET REVIEW COMMITTEE

DATE: AUG 26 2024

**Budget Transfer Line Item Detail**

Budget Office approval does not confirm; whether or not a grant requires a new 1Cloud 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	Account	Project *	Accounting Codes		
									Activity	Interfund	Future
			Total:	\$85,000.00							
REV	Environmental Protection	<i>Environmental Protection Board Trust Fd.</i>	Transfer from Fund Balance	\$85,000.00	15301	191015	389010	000000	000000	000000	000000

**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	Account	Project *	Accounting Codes		
									Activity	Interfund	Future
			Total:	\$85,000.00							
EXP	Environmental Protection	NBEQ - Environmental Regulation Programs - Conservation Resource Management	Other Professional Services	\$10,000.00	15301	173101	531090	000000	00000448	00000000	00000000
EXP	Environmental Protection	NBEQ - Environmental Regulation Programs - Conservation Resource Management	Travel Expense	\$5,000.00	15301	173101	540020	000000	00000448	00000000	00000000
EXP	Environmental Protection	NBEQ - Environmental Regulation Programs - Conservation Resource Management	Trust Fund Authorized Expenditures	\$25,000.00	15301	173101	549006	000000	00000448	00000000	00000000
EXP	Environmental Protection	NBEQ - Environmental Regulation Programs - Conservation Resource Management	Miscellaneous Services & Charges	\$25,000.00	15301	173101	549040	000000	00000448	00000000	00000000
EXP	Environmental Protection	NBEQ - Environmental Regulation Programs - Conservation Resource Management	Food	\$5,000.00	15301	173101	552060	000000	00000448	00000000	00000000
EXP	Environmental Protection	NBEQ - Environmental Regulation Programs - Conservation Resource Management	Other Operating Supplies	\$5,000.00	15301	173101	552160	000000	00000448	00000000	00000000
EXP	Environmental Protection	NBEQ - Environmental Regulation Programs - Conservation Resource Management	Dues and Subscriptions	\$5,000.00	15301	173101	554001	000000	00000448	00000000	00000000
EXP	Environmental Protection	NBEQ - Environmental Regulation Programs - Conservation Resource Management	Employee Training Expenses	\$5,000.00	15301	173101	555001	000000	00000448	00000000	00000000

*Environmental Protection Board Trust Fd.*