

**City of Jacksonville, Florida
Request for Budget Transfer Form**

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

CityWide
Council District(s)

Reversion of Funds: _____ Fund / Center / Account / Project * / Activity / Interfund / Future
(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 2024-2025 HOME Investment Program formula grant from the U.S. Department of Housing and Urban Development \$3,247,216.72 and \$444,372.53 in Program Income.

Net Amount Appropriated and/or Transferred: _____ \$3,691,589.25

* 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: **BT25-002**

| Date Rec'd. | Date Fwd. | Approved | Disapproved |
|-------------|-----------|----------|-------------|
| | | | |
| | | | |
| | | | |
| | | | |

Department Head
Mayor's Office
Accounting Division
Budget Division

Date of Action By Mayor: _____ Approved: _____

Division Chief: _____ Travis Jeffrey

Date Initiated: 6/20/24

Prepared By: _____ Adebisi E Okewusi

Phone Number: 904-255-8279

Initiated / Requested By (if other than Department): _____

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 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 | Accounting Codes | | | | | | | |
|---------|-------------------------|--|-----------------------------------|----------------|------------------|--------|---------|-----------|----------|-----------|----------|--|
| | | | | | Fund | Center | Account | Project * | Activity | Interfund | Future | |
| | | | | Total: | \$3,691,589.25 | | | | | | | |
| REV | HOME Investment Program | HOME 24-25 Admin | Dept of Housing Urban Development | \$324,721.42 | 11603 | 174104 | 331509 | 010938 | 00000000 | 00000 | 00000000 | |
| REV | HOME Investment Program | HOME 24-25 CHDO Development Assistance | Dept of Housing Urban Development | \$554,300.00 | 11603 | 174104 | 331509 | 010939 | 00000000 | 00000 | 00000000 | |
| REV | HOME Investment Program | HOME 24-25 CHDO Operating Assistance | Dept of Housing Urban Development | \$184,767.00 | 11603 | 174104 | 331509 | 010940 | 00000000 | 00000 | 00000000 | |
| REV | HOME Investment Program | HOME 24-25 Downpayment Assistance | Dept of Housing Urban Development | \$1,100,000.00 | 11603 | 174104 | 331509 | 010941 | 00000000 | 00000 | 00000000 | |
| REV | HOME Investment Program | HOME 24-25 Revolving Loan | Dept of Housing Urban Development | \$1,083,428.30 | 11603 | 174104 | 331509 | 010943 | 00000000 | 00000 | 00000000 | |
| REV | HOME Investment Program | HOME 24-25 Revolving Loan | Program Income - HUD | \$444,372.53 | 11603 | 174104 | 369085 | 010943 | 00000000 | 00000 | 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 | Accounting Codes | | | | | | | |
|---------|-------------------------|----------------------------------|--------------------------------------|--------------|------------------|--------|---------|-----------|----------|-----------|----------|--|
| | | | | | Fund | Center | Account | Project * | Activity | Interfund | Future | |
| | | | | Total: | \$3,691,589.25 | | | | | | | |
| EXP | HOME Investment Program | HOME 24-25 Admin | Permanent & Probationary Salaries | \$212,928.08 | 11603 | 174104 | 512010 | 010938 | 00000000 | 00000 | 00000000 | |
| EXP | HOME Investment Program | HOME 24-25 Admin | Special Pay - Pensionable | \$700.00 | 11603 | 174104 | 515110 | 010938 | 00000000 | 00000 | 00000000 | |
| EXP | HOME Investment Program | HOME 24-25 Admin | Medicare Tax | \$3,859.80 | 11603 | 174104 | 521020 | 010938 | 00000000 | 00000 | 00000000 | |
| EXP | HOME Investment Program | HOME 24-25 Admin | Pension Contributions | \$11,542.00 | 11603 | 174104 | 522010 | 010938 | 00000000 | 00000 | 00000000 | |
| EXP | HOME Investment Program | HOME 24-25 Admin | GEPP DB Unfunded Liability | \$19,375.44 | 11603 | 174104 | 522011 | 010938 | 00000000 | 00000 | 00000000 | |
| EXP | HOME Investment Program | HOME 24-25 Admin | Disability Trust Fund-ER | \$850.00 | 11603 | 174104 | 522070 | 010938 | 00000000 | 00000 | 00000000 | |
| EXP | HOME Investment Program | HOME 24-25 Admin | GEPP Defined Contribution DC-ER | \$6,958.00 | 11603 | 174104 | 522130 | 010938 | 00000000 | 00000 | 00000000 | |
| EXP | HOME Investment Program | HOME 24-25 Admin | Group Dental Plan | \$800.00 | 11603 | 174104 | 523010 | 010938 | 00000000 | 00000 | 00000000 | |
| EXP | HOME Investment Program | HOME 24-25 Admin | Group Life Insurance | \$700.00 | 11603 | 174104 | 523030 | 010938 | 00000000 | 00000 | 00000000 | |
| EXP | HOME Investment Program | HOME 24-25 Admin | Group Hospitalization Insurance | \$38,000.00 | 11603 | 174104 | 523040 | 010938 | 00000000 | 00000 | 00000000 | |
| EXP | HOME Investment Program | HOME 24-25 Admin | City Employees Worker's Compensation | \$400.00 | 11603 | 174104 | 524001 | 010938 | 00000000 | 00000 | 00000000 | |
| EXP | HOME Investment Program | HOME 24-25 Admin | Other Professional Services | \$1,400.00 | 11603 | 174104 | 531090 | 010938 | 00000000 | 00000 | 00000000 | |
| EXP | HOME Investment Program | HOME 24-25 Admin | Travel Expense | \$850.00 | 11603 | 174104 | 540020 | 010938 | 00000000 | 00000 | 00000000 | |
| EXP | HOME Investment Program | HOME 24-25 Admin | Parking and Tolls | \$645.00 | 11603 | 174104 | 540280 | 010938 | 00000000 | 00000 | 00000000 | |
| EXP | HOME Investment Program | HOME 24-25 Admin | Wireless Communication | \$250.00 | 11603 | 174104 | 541050 | 010938 | 00000000 | 00000 | 00000000 | |
| EXP | HOME Investment Program | HOME 24-25 Admin | General Liability Insurance | \$601.00 | 11603 | 174104 | 545020 | 010938 | 00000000 | 00000 | 00000000 | |
| EXP | HOME Investment Program | HOME 24-25 Admin | Printing & Binding Commercial | \$1.00 | 11603 | 174104 | 547210 | 010938 | 00000000 | 00000 | 00000000 | |
| EXP | HOME Investment Program | HOME 24-25 Admin | Advertising & Promotion | \$350.00 | 11603 | 174104 | 548010 | 010938 | 00000000 | 00000 | 00000000 | |

| | | | | | | | | | | | |
|-----|-------------------------|--|---|----------------|-------|--------|--------|--------|----------|-------|---------|
| EXP | HOME Investment Program | HOME 24-25 Admin | Miscellaneous Service & Charges | \$1,850.00 | 11603 | 174104 | 549040 | 010938 | 00000000 | 00000 | 0000000 |
| EXP | HOME Investment Program | HOME 24-25 Admin | Miscellaneous Service & Charges Internal Service | \$3,500.00 | 11603 | 174104 | 549041 | 010938 | 00000000 | 00000 | 0000000 |
| EXP | HOME Investment Program | HOME 24-25 Admin | ISA - OGC Legal | \$2,500.00 | 11603 | 174104 | 549532 | 010938 | 00000000 | 00000 | 0000000 |
| EXP | HOME Investment Program | HOME 24-25 Admin | ISA - Copy Center | \$300.00 | 11603 | 174104 | 549512 | 010938 | 00000000 | 00000 | 0000000 |
| EXP | HOME Investment Program | HOME 24-25 Admin | ISA - Fleet Part/Oil/Gas | \$1,850.00 | 11603 | 174104 | 549518 | 010938 | 00000000 | 00000 | 0000000 |
| EXP | HOME Investment Program | HOME 24-25 Admin | ISA - Mailroom Charges | \$350.00 | 11603 | 174104 | 549529 | 010938 | 00000000 | 00000 | 0000000 |
| EXP | HOME Investment Program | HOME 24-25 Admin | ISA - Building Cost -Ed Ball | \$6,000.00 | 11603 | 174104 | 549507 | 010938 | 00000000 | 00000 | 0000000 |
| EXP | HOME Investment Program | HOME 24-25 Admin | Office Supplies | \$1,000.00 | 11603 | 174104 | 551010 | 010938 | 00000000 | 00000 | 0000000 |
| EXP | HOME Investment Program | HOME 24-25 Admin | Software, Computer Items Under \$1000 | \$1.00 | 11603 | 174104 | 552290 | 010938 | 00000000 | 00000 | 0000000 |
| EXP | HOME Investment Program | HOME 24-25 Admin | Employee Training | \$1,810.10 | 11603 | 174104 | 555001 | 010938 | 00000000 | 00000 | 0000000 |
| EXP | HOME Investment Program | HOME 24-25 Admin | Dues, Subscriptions & Memberships | \$1,000.00 | 11603 | 174104 | 554001 | 010938 | 00000000 | 00000 | 0000000 |
| EXP | HOME Investment Program | HOME 24-25 Admin | Computer Equipment | \$500.00 | 11603 | 174104 | 564270 | 010938 | 00000000 | 00000 | 0000000 |
| EXP | HOME Investment Program | HOME 24-25 Admin | Indirect Cost - General Government | \$3,850.00 | 11603 | 174104 | 599031 | 010938 | 00000000 | 00000 | 0000000 |
| EXP | HOME Investment Program | HOME 24-25 CHDO Development Assistance | Miscellaneous Grants and Aids | \$554,300.00 | 11603 | 174104 | 583010 | 010939 | 00000000 | 00000 | 0000000 |
| EXP | HOME Investment Program | HOME 24-25 CHDO Operating Assistance | Miscellaneous Grants and Aids | \$184,767.00 | 11603 | 174104 | 583010 | 010940 | 00000000 | 00000 | 0000000 |
| EXP | HOME Investment Program | HOME 24-25 Downpayment Assistance | Forgivable Loans | \$1,100,000.00 | 11603 | 174104 | 583040 | 010941 | 00000000 | 00000 | 0000000 |
| EXP | HOME Investment Program | HOME 24-25 Revolving Loan | Forgivable Loans | \$1,527,800.83 | 11603 | 174104 | 583040 | 010943 | 00000000 | 00000 | 0000000 |