

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

Department or Area Responsible for Contract / Compliance / Oversight

Council District(s)

N/A

N/A

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

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

No

Section of Code Being Waived (if applicable): \_\_\_\_\_

CIP (yes or no): No

Justification for Waiver

Justification for / Description of Transfer:

Transfer funding from the designated Council contingency for the City of Jacksonville's contribution to Read USA

Net Amount Appropriated and/or Transferred: \$100,000.00

\* 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: \_\_\_\_\_

	Date Rec'd.	Date Fwd.	Approved	Disapproved
Department Head				
Mayor's Office				
Accounting Division				
Budget Division				

Date of Action By Mayor: \_\_\_\_\_ Approved: \_\_\_\_\_

Division Chief: \_\_\_\_\_

Date Initiated: \_\_\_\_\_

Prepared By: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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.

**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
Exp	General Fund Operating	Special Council Contingency - Read USA	Contingency	\$100,000.00	00111	195001	599100	000000	00001782	000000	00000000
				Total:	\$100,000.00						

**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 / Subject Title	Amount	Accounting Codes						
					Fund	Center	Account	Project *	Activity	Interfund	Future
Exp	General Fund Operating	Read USA	Subsidies & Contributions To Private Org	\$100,000.00	00111	194017	582001	000000	00001782	000000	00000000
				Total:	\$100,000.00						