

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

\_\_\_\_\_ Tourist Development Council \_\_\_\_\_ N/A \_\_\_\_\_  
 Department or Area Responsible for Contract / Compliance / Oversight Council District(s)

Reversion of Funds: \_\_\_\_\_ N/A \_\_\_\_\_  
 (if applicable) Fund / Center / Account / Project \* / Activity / Interfund / Future 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):     No    

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

Justification for / Description of Transfer: \_\_\_\_\_  
 Appropriating \$13,823 from Tourist Development Council (TDC) fund balance to cover the FY 21/22 expenses of an additional staff member.

Net Amount Appropriated and/or Transferred:     \$13,823.00     \* This element of the account string is titled project but it houses both projects and grants.

**CITY COUNCIL**

Requesting Council Member: \_\_\_\_\_ CM Bowman \_\_\_\_\_ CM's District: \_\_\_\_\_ District 3 \_\_\_\_\_  
 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): \_\_\_\_\_