

City of Jacksonville, Florida
Request for Budget Transfer Form

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

CityWide
Council District(s)

Reversion of Funds:

NA

Fund / Center / Account / Project * / Activity / Interfund / Future

All-Years Fund

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

Section of Code Being Waived (if applicable):

Sec. 126.107(G); Sec. 118.107

CIP (yes or no):

NA

Justification for Waiver

NA

Justification for / Description of Transfer:

Transfer
Reappropriating Internal Service Charges (ISA) expenses SHIP Admin 2023 to Permanent and Probationary Salaries in preparation of Award year end June 30, 2026.

Net Amount Appropriated and/or Transferred:

~~\$26,255.63~~ - \$26,080.31

* 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:

BT 26-035

Date Rec'd.	Date Fwd.	Approved	Disapproved
12/10/25	12/10/25	<i>Donna Deegan</i>	
12-11-25	12/15/25	<i>Donna Deegan</i>	
12-10-25	12/1-26	<i>Donna Deegan</i>	

Date of Action By Mayor:

JAN 26 2026

Approved:

Division Chief:

Travis Jeffrey

Date Initiated:

12/10/25

Prepared By:

Adebisi Okewusi

Phone Number:

-256

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: \$26,080.31								
EXP	State Housing Initiative Partnership - SHIP	SHIP 23-24 Admin	ISA-Computer Sys Maint&Security	\$4,427.84	11701	174106	549510	010756	000000000	00000	0000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 23-24 Admin	ISA-Copy Center	\$15,534.07	11701	174106	549512	010756	000000000	00000	0000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 23-24 Admin	ISA-Mailroom Charge	\$1,478.40	11701	174106	549529	010756	000000000	00000	0000000	
EXP	State Housing Initiative Partnership - SHIP	SHIP 23-24 Admin	ISA-OGC Legal	\$4,640.00	11701	174106	549532	010756	000000000	00000	0000000	

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	Accounting Codes								
				Amount	Fund	Center	Account	Project *	Activity	Interfund	Future	
				Total: \$26,080.31								
EXP	State Housing Initiative Partnership - SHIP	SHIP 23-24 Admin	Permanent and Probationary Salaries	\$26,080.31	11701	174106	512010	010756	00000000	00000	00000000	