

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

Finance and Administration Department - Office of Grants and Contract Compliance  
Department or Area Responsible for Contract / Compliance / Oversight

County Wide  
Council District(s)

Reversion of Funds: \_\_\_\_\_ Fund / Center / Account / Project \* / Activity / Interfund / Future \_\_\_\_\_  
(if applicable) Fiscal Yr(s) of carry over (all-years funds do not require a carryover) 22/23

Section of Code Being Waived (if applicable): \_\_\_\_\_ CIP (yes or no): No

Justification for Waiver  
N/A

Justification for / Description of Transfer:  
Appropriating \$200,000 from the Special Council Operating Contingency established by Ord. 2022-317-E to fund a PSG micro-grant program that was included as one of the priority populations approved by Ord. 2022-214-E.

Net Amount Appropriated and/or Transferred: \$200,000.00

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

**CITY COUNCIL**

Requesting Council Member: \_\_\_\_\_ Council President Freeman  
Requesting Council Member: \_\_\_\_\_ CM's District: AL Group 1  
Prepared By: \_\_\_\_\_ CM's District: \_\_\_\_\_  
Ordinance: \_\_\_\_\_

**OFFICE OF THE MAYOR**

BUDGET ORDINANCE  TRANSFER DIRECTIVE

TD / BT Number: \_\_\_\_\_

Date Rec'd.	Date Fwd.	Approved	Disapproved

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.  
 Budget Office approval does not confirm the availability or use of; prior-year revenue or fund balance appropriations in all-years subfunds.

**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					
				\$200,000.00												
00111	General Fund Operating	Special Council Reserve-Activity	Contingency	\$200,000.00	00111	195001	599100	000000	00000906	00000	0000000					
<b>Total:</b>				\$200,000.00												

**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 / Account Title	Amount	Accounting Codes											
					Fund	Center	Account	Project *	Activity	Interfund	Future					
				\$200,000.00												
00111	General Fund Operating	PSG Micro Grant Program	Subsidies & Contributions To Private Org	\$200,000.00	00111	194002	582001	000000	00001838	00000	0000000					
<b>Total:</b>				\$200,000.00												