

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

Department or Area Responsible for Contract / Compliance / Oversight: N/A
 Council District(s): _____
 Reversion of Funds: N/A
 Fund / Center / Account / Project * / Activity / Interfund / Future: FY 2024-2025
 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): Yes
 Justification for Waiver: _____

Planning and Development
 Department or Area Responsible for Contract / Compliance / Oversight: _____
 Council District(s): _____
 Reversion of Funds: _____
 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): _____
 Justification for Waiver: _____

Justification for / Description of Transfer: _____
 To appropriate \$300,000 from the City Council - Council President Contingency and \$200,000 from the Resiliency Improvements Infrastructure CIP project to the Planning and Development Resiliency Office for Professional Services to provide funding for a planning consultant to create an urban forestry management plan for the City.
 Net Amount Appropriated and/or Transferred: \$500,000.00
 * This element of the account string is titled project but it houses both projects and grants.

CITY COUNCIL
 Requesting Council Member: CP Salem
 CM's District: ALG 2
 Requesting Council Member: _____
 CM's District: _____
 Prepared By: _____
 Ordinance: _____

OFFICE OF THE MAYOR

BUDGET ORDINANCE TRANSFER DIRECTIVE

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): _____

