

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

Planning Department / Building Inspection Division
Department or Area Responsible for Contract / Compliance / Oversight

Council District(s)

Reversion of Funds: _____ (if applicable)
Subfund / Indexcode / Subobject / Project Prj-DII / Grant Grt-DII

Fiscal Yr(s) of carry over (all-years funds do not require a carryover) _____
None

Section of Code Being Waived (if applicable): _____

CIP (yes or no): _____ No

Justification for Waiver

Justification for / Description of Transfer:

Appropriating \$20,000 for an advertising and promotional campaign to make citizens aware of the opportunity to receive a refund related to permit applications for re-roofing and non-structural roof repairs and certain electrical service repairs as contemplated in Ordinance 2017-695-E. \$15,000 will be for the Copy Center cost of postage and printing of promotional material while the remaining \$5,000 will be for an increase in the Building Inspection postage account for an expected increase in permit refunds. The \$20,000 is coming from the previous legislation that placed all funds in a "Refunds" line item.

Total Amount Appropriated: _____ \$20,000.00

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: _____

Department Head
Mayor's Office
Accounting Division
Budget Division

Date Rec'd.	Date For'd.	Approved	Disapproved

Date of Action By Mayor: _____

Approved: _____

Division Chief: _____

Date Initiated: _____

Prepared By: _____

Phone Number: _____

Initiated / Requested By (if other than Department): _____

