



# Transfer of Allocation

Disaster Number	Award Program
2020	Coronavirus Relief Fund (CRF)
Amount Being Transferred:	

## Part 1: Transferring Jurisdiction

Transferring Jurisdiction Name	Project Number

- ☐ We, the transferring Jurisdiction identified above, have elected to not participate in the receipt of Coronavirus Relief Funds, as established by the CARES Act. Please transfer our entire allocation to the receiving Jurisdiction identified below\*. The dollar amount being transferred is noted above.
- ☐ We, the transferring Jurisdiction identified above, have elected to transfer a portion of our allocation of Coronavirus Relief Funds, as established by the CARES Act. The dollar amount being transferred is noted above.

\*The transferred funds must remain within the County under which the allocation was established.

## Transferring Jurisdiction Authorization

Signature of Certifying Official		Date (MM/DD/YYYY)
Printed Name of Certifying Official		Certifying Official's Title

## Part 2: Receiving Jurisdiction

Receiving Jurisdiction Name	Project Number

We, the receiving Jurisdiction identified above, are acknowledging the receipt of Coronavirus Relief Funds, as established by the CARES Act, from the transferring Jurisdiction identified above. The dollar amount we will receive is noted above.

## Receiving Jurisdiction Acknowledgement

Signature of Certifying Official		Date (MM/DD/YYYY)
Printed Name of Certifying Official		Certifying Official's Title

6/24/2020

## Instructions

For Withdrawing Jurisdictions:

1. Please fill out Part 1 of the form.
2. Log into TDEM's Grants Management System ([grants.tdem.texas.gov](https://grants.tdem.texas.gov)) and navigate to the Account for the Grant/Fund you wish to withdraw from (CRF is 2020).
3. Create a Withdraw Assistance Request and upload this document as an attachment.
  - a. [Click here for a step-by-step process for how to create a Withdraw request in GMS.](#)

For Jurisdictions Transferring a Portion of their Allocation:

1. Please fill out Part 1 of the form.
2. Log into TDEM's Grants Management System ([grants.tdem.texas.gov](https://grants.tdem.texas.gov)) and navigate to the Account for the Grant/Fund you wish to transfer funds from (CRF is 2020).
3. Initiate a Scope Modification/Cost Change Request and upload this document as an attachment.
  - a. [Click here for a step-by-step process for how to initiate a Scope Modification/Cost Change Request in GMS.](#)