

Budget Office Contact List
As of 07-14-2026

<u>FOR</u>	<u>Primary Contact</u>	<u>EXT</u>
Action Sheets	Susie McKnight	2145
Admin Overhead Charges	Jeffrey Djerlek	2759
Budget Deficits	Sarah Bloxson	2554
Budget Transfers	Sharon Jordan	3028
Budget Transfer JIRA	Sharon Jordan	3028
Financial Plans	Jeffrey Djerlek	2759
Financial Plans JIRA	Jeffrey Djerlek	2759
Requisitions	Procurement	
New Funds	Banner Chart of Accounts Changes - Service project	
Organizations, New	Jeffrey Djerlek	2759
Send Email to jdjerlek@uwf.edu and copy budgets@uwf.edu		
Provide the following information:		
Name of Department		
Pred Orgn		
Program Code		
Financial Manager		
Purpose		
Organizations, Change to Existing	Jeffrey Djerlek	2759
Send Email to jdjerlek@uwf.edu and copy budgets@uwf.edu		
Provide the following information:		
Orgn Number		
Legacy Number		
Change Needed		
Organizations, Inactivate	Jeffrey Djerlek	2759
Send Email to jdjerlek@uwf.edu and copy budgets@uwf.edu		
Provide the following information:		
Orgn Number		
Legacy Number		
Explain if you are inactivating the index, organization or both and why		

Position Numbers**Susie McKnight****2554**Send email to budgets@uwf.edu

Provide the following information:

Position Title/Class

Department Index

FTE

Salary Range

Time Limited?

Training**Jeffrey Djerlek****2759****Web Pages****Jeffrey Djerlek****2759****All Else and Secondary Contact****Sharon Jordan****3028**