

Budget Worksheet

Income and Expense Projections

U.S. Department of Housing
and Urban Development
Office of Housing
Federal Housing Commissioner

OMB Approval No. 2502-0324
(exp. 7/31/2009)

Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is collected in accordance with Title II of the National Housing Act which requires that HUD regulate rents for certain cooperative and subsidized rental projects. The Department formulated the processes by which owners could request rent increases. The requirement for tenant participation in the rent increase process, which is included in Section 202 (b) of the HCD Amendments of 1978, necessitated that the Department design procedures to give consideration to tenant comments. The information gathered is not of a confidential nature. The information is required in order to obtain benefits.

Project Number		Name of Project			
Description of Account	Acct.No.	Statement of Profit/Loss FY	Current FY (no. of mos.)	Budget from () to ()	
Rental	Rent Revenue - Gross Potential	5120	0	0	0
Income	Tenant Assistance Payments	5121	0	0	0
5100	Rent Revenue - Stores and Commercial	5140	0	0	0
	Garage and Parking Spaces	5170	0	0	0
	Flexible Subsidy Revenue	5180	0	0	0
	Miscellaneous Rent Revenue	5190	0	0	0
	Excess Rent	5191	0	0	0
	Rent Revenue/ Insurance	5192	0	0	0
	Special Claims Revenue	5193	0	0	0
	Retained Excess Income	5194	0	0	0
	Total Rent Revenue Potential at 100% Occupancy	5100T	\$0	\$0	\$0
Vacancies	Apartments	5220	0	0	0
5200	Stores and Commercial	5240	0	0	0
	Rental Concessions	5250	0	0	0
	Garage and Parking Spaces	5270	0	0	0
	Miscellaneous	5290	0	0	0
	Total Vacancies	5200T	\$0	\$0	\$0
	Net Rental Revenue (Rent Revenue less Vacancies)	5152N	\$0	\$0	\$0
Income	Nursing Homes/ Assisted Living/ Board & Care/ Other Elderly Care/ Coop/ Other Revenues	5300	\$0	\$0	\$0
5300					
Financial	Financial Revenue-Project Operations	5410	0	0	0
Revenue	Revenue from Investments-Residual Receipts	5430	0	0	0
5400	Revenue from Investments-Replacement Reserve	5440	0	0	0
	Revenue from Investments-Miscellaneous	5490	0	0	0
	Total Financial Revenue	5400T	\$0	\$0	\$0
Other	Laundry and Vending Revenue	5910	0	0	0
Revenue	Tenant Charges	5920	0	0	0
5900	Interest Reduction Payments Revenue	5945	0	0	0
	Gifts (nonprofits)	5970	0	0	0
	Miscellaneous Revenue	5990	0	0	0
	Total Other Revenue	5900T	\$0	\$0	\$0
	Total Revenue	5000T	\$0	\$0	\$0
Admin.	Conventions and Meetings	6203	0	0	0
Expenses	Management Consultants	6204	0	0	0
6200 /	Advertising and Marketing	6210	0	0	0
6300	Other Renting Expense	6250	0	0	0
	Office Salaries	6310	0	0	0
	Office Expenses	6311	0	0	0
	Office or Model Apartment Rent	6312	0	0	0
	Management Fee	6320	0	0	0
	Manager or Superintendent Salaries	6330	0	0	0
	Administrative Rent Free Unit	6331	0	0	0
	Legal Expenses - Project	6340	0	0	0
	Audit Expenses	6350	0	0	0
	Bookkeeping Fees/Accounting Services	6351	0	0	0
	Bad Debts (for financial reporting - not budgeting)	6370	0	0	
	Miscellaneous Administrative Expenses	6390	0	0	0

Total Administrative Expenses	6263T	\$0	\$0	\$0
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Previous editions are obsolete

page 1 of 2 ref. Handbook 4350.1 form HUD-92547-A (8/2000)

Description of Account		Acct.No.	Statement of Profit/Loss FY	Current FY (no. of mos.)	Budget from () to ()
Utilities 6400	Fuel Oil/Coal	6420	0	0	0
	Electricity	6450	0	0	0
	Water	6451	0	0	0
	Gas	6452	0	0	0
	Sewer	6453	0	0	0
	Total Utilities Expense	6400T	\$0	\$0	\$0
Operating & Mainten. Expenses 6500	Payroll	6510	0	0	0
	Supplies	6515	0	0	0
	Contracts	6520	0	0	0
	Operating and Maintenance Rent Free Unit	6521	0	0	0
	Garbage and Trash Removal	6525	0	0	0
	Security Payroll/Contract	6530	0	0	0
	Security Rent Free Unit	6531	0	0	0
	Heating/Cooling Repairs and Maintenance	6546	0	0	0
	Snow Removal	6548	0	0	0
	Vehicle & Maint. Equip. Oper. and Repair	6570	0	0	0
	Misc. Operating & Maintenance Expenses	6590	0	0	0
Total Operating & Maintenance Expenses	6500T	\$0	\$0	\$0	
Taxes and Insurance 6700	Real Estate Taxes	6710	0	0	0
	Payroll Taxes (Project's share)	6711	0	0	0
	Property and Liability Insurance (Hazard)	6720	0	0	0
	Workmen's Compensation	6722	0	0	0
	Health Insurance & Other Employee Benefits	6723	0	0	0
	Misc. Taxes, Licenses, Permits, & Insurance	6790	0	0	0
Total Taxes & Insurance	6700T	\$0	\$0	\$0	
Financial Expenses 6800	Interest on Mortgage Payable	6820	0	0	0
	Interest on Notes Payable (Long-Term) *	6830	0	0	0
	Interest on Notes Payable (Short-Term) *	6840	0	0	0
	Mortgage Insurance Premium/Service Charge	6850	0	0	0
	Miscellaneous Financial Expenses	6890	0	0	0
Total Financial Expenses	6800T	\$0	\$0	\$0	
Expenses 6900	Nursing Homes/ Assisted Living/ Board & Care/ Other Elderly Care/ Coop/ Other Expenses	6900	\$0	\$0	\$0
	Total Cost of Operations	6000T	\$0	\$0	\$0
	Reserve for Replacements Dep. Required		0	0	0
	Principal Payments Required		0	0	0
	Debt Service for other approved loans		0	0	0
	Debt Service Reserve (if required)		0	0	0
	General Operating Reserve (Coops)		0	0	0
	Total Cash Requirements		\$0	\$0	\$0
	Less Total Revenue		\$0	\$0	\$0
	Net Cash Surplus (Deficiency)		\$0	\$0	\$0

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

(Signature)

Date (mm/dd/yyyy)

