

Budget Worksheet
Income and Expense Projections

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

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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 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 Income 5100	Rent Revenue - Gross Potential	5120				
	Tenant Assistance Payments	5121				
	Rent Revenue - Stores and Commercial	5140				
	Garage and Parking Spaces	5170				
	Flexible Subsidy Revenue	5180				
	Miscellaneous Rent Revenue	5190				
	Excess Rent	5191				
	Rent Revenue/ Insurance	5192				
	Special Claims Revenue	5193				
	Retained Excess Income	5194				
	Total Rent Revenue Potential at 100% Occupancy	5100T				
	Vacancies 5200	Apartments	5220			
		Stores and Commercial	5240			
Rental Concessions		5250				
Garage and Parking Spaces		5270				
Miscellaneous		5290				
Total Vacancies		5200T				
Net Rental Revenue (Rent Revenue less Vacancies)		5152N				
Income 5300	Nursing Homes/ Assisted Living/ Board & Care/ Other Elderly Care/ Coop/ Other Revenues	5300				
	Financial Revenue -Project Operations	5410				
	Revenue from Investments-Residual Receipts	5430				
	Revenue from Investments-Replacement Reserve	5440				
Financial Revenue 5400	Revenue from Investments-Miscellaneous	5490				
	Total Financial Revenue	5400T				
	Other Revenue 5900	Laundry and Vending Revenue	5910			
		Tenant Charges	5920			
Interest Reduction Payments Revenue		5945				
Gifts (nonprofits)		5970				
Miscellaneous Revenue		5990				
Total Other Revenue		5900T				
Total Revenue	5000T					
Admin. Expenses 6200/ 6300	Conventions and Meetings	6203				
	Management Consultants	6204				
	Advertising and Marketing	6210				
	Other Renting Expense	6250				
	Office Salaries	6310				
	Office Expenses	6311				
	Office or Model Apartment Rent	6312				
	Management Fee	6320				
	Manager or Superintendent Salaries	6330				
	Administrative Rent Free Unit	6331				
	Legal Expenses - Project	6340				
	Audit Expenses	6350				
	Bookkeeping Fees/Accounting Services	6351				
	Miscellaneous Administrative Expenses	6390				
	Total Administrative Expenses	6263T				