

**Template for Annual Cash Flow Reporting on HIF/FCF/CBH Projects**

<b>DEVELOPER:</b>		
<b>PROJECT:</b>		
<b>YEAR END:</b>		
		From Profit and Loss Statement (note on accrual basis) or Cash Flow Statement (note on cash basis)
<b>FUNDS RECEIVED</b>		
Base Rental		Profit and Loss
less vacancies		Profit and Loss
less bad debts		Profit and Loss
<b>Effective Rental Income</b>	\$0.00	(Base Rental minus vacancies minus bad debts)
Interest Income		Profit and Loss
Miscellaneous Income		Please Describe
<b>Effective Income</b>	\$0.00	(Effective Rental Income plus Interest Income plus Misc. Income)
Received from Reserves		Cash Flow
Received from Escrows		Cash Flow
<b>TOTAL FUNDS RECEIVED</b>	\$0.00	(Effective Income plus Received from Reserves and Escrows)
<b>FUNDS DISBURSED</b>		
Administration		Profit and Loss
Utilities		Profit and Loss
Maintenance		Profit and Loss
Marketing and Leasing		Profit and Loss
Resident Services		Profit and Loss
Taxes and Insurance		Profit and Loss
Deposits to Reserves		Cash Flow
Deposits to Escrows		Cash Flow
Capital Expenditures		Cash Flow
Debt Service*		Cash Flow for Principal and Profit and Loss for Interest
Miscellaneous Disbursed		Please Describe
<b>TOTAL FUNDS DISBURSED</b>	\$0.00	(Sum of Funds Disbursed)
<b>NET FUNDS FLOW</b>	\$0.00	(Total Funds Received minus Total Funds Disbursed)
<b>FUNDS FLOW RATIO</b>	#DIV/0!	(Total Funds Received divided by Total Funds Disbursed)
<b>FLOW ALLOWED**</b>	\$0.00	(Total Funds Disbursed multiplied by 1.05)
<b>SURPLUS FUNDS</b>	\$0.00	(Total Funds Received minus Funds Allowed)
*- only include Debt Service that has been paid in the past year or that is a current payable		
**- if HIF I change cell to 1.15 from 1.05		
Disclaimer- This template includes a sample of standard items. If your project has unique additional items, please customize the template to fit your situation.		

Prepared By (Please Print):

Phone Number: