

2. Annual Operating Expenses

Provide estimates for the first full year following initial occupancy. On an attached sheet, describe the basis for the estimate for each line item. Except for the on-site child care center, show expenses for all supportive services and for the job training and placement program in the assisted and nonassisted unit columns. For the on-site child care center, show only those expenses in the child care column that the project sponsors pays.

	Child Care	Assisted	Nonassisted	Commercial	Total
<b>MANAGEMENT</b>					
a. Sponsor Overhead					
b. Contract Management Fee					
<b>ADMINISTRATION</b>					
a. Leases					
b. Marketing/Advertising					
c. Audit					
d. Legal					
e. Transportation (Vehicle Maintenance)					
f. Telephone					
g. Business Licenses					
h. Misc. Administrative Expenses					
i. TOTAL ADMINISTRATION					
<b>SPONSOR SALARIES AND BENEFITS</b> (include rent discounts)					
a. On-Site or Off-Site Manager					
b. Assistant Manager					
c. Grounds & Maintenance Personnel					
d. Janitorial Personnel					
e. Job Training/Employment Personnel					
f. Child Care Center Personnel					
g. Other Supportive Services Personnel					
h. Other (Specify)					
i. TOTAL SALARIES AND BENEFITS					
<b>MAINTENANCE</b>					
a. Supplies					
b. Elevator Maintenance					
c. Pest Control					
d. Grounds Contract					
e. Interior Painting & Decorating					
f. Furniture, Fixtures & Equipment (indoor/outdoor)					
g. Other					
h. TOTAL MAINTENANCE					