



HOUSING PROVIDER OPERATING BUDGET

BC Housing

PART 1

Fiscal Year End		Estate No.		Block No.	
Operating Eligibility	%	Mortgage Eligibility			%

PART 2

Estimated Operating Expenses	Proposed	Recommended
1. Property Taxes & Licenses	\$	\$
2. Insurance	\$	\$
3. Utilities:	\$	\$
• Heating & Domestic Hot Water	\$	\$
• Electricity other than Heat	\$	\$
• Water & Sewer	\$	\$
• Garbage Removal	\$	\$
4. Maintenance:	\$	\$
• Salaries, Wages & Benefits	\$	\$
• Building Maintenance, Materials/Repair, Small Equipment	\$	\$
• Grounds Maintenance, Materials/Repair, Small Equipment	\$	\$
• Service Contracts (attached list)	\$	\$
5. Administration:	\$	\$
• Salaries, Wages & Benefits	\$	\$
• Office Overhead ie. Supplies & Small Equipment, Rental Equip. Telephone & Other Communication Service	\$	\$
• Accounting Fees	\$	\$
6. Audit & Legal Fees	\$	\$
7. Replacement Reserve Provision	\$	\$
8. Contingency for Vacancy Loss	\$	\$
9. Mortgage Principal & Interest	\$	\$
10. BCNPHA Member Dues & Conference Fees	\$	\$
11. Other Expenses:	\$	\$
• Marketing	\$	\$
• Tenant Involvement	\$	\$
TOTAL BUDGET	\$	\$

Signed: Housing Provider Officer

Date

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Date