

the annual rate of the gross salary, the estimated length of time the employee will spend in connection with the development of the project, and the total of the gross salary which is properly chargeable to either of these accounts. If only a portion of the employee's time will be chargeable to this project, show the percentage that will be so chargeable and show, in a footnote, the percentage distribution to other projects and the accounts to which distributed.

c. **1410.19 (line 18).** The estimate for the Sundry Account shall include supporting data as follows: List and show the cost of each item of administrative and general expense for which a specific account is not provided in the 1410 group of accounts. If only a portion of the cost of any item will be chargeable to this project, show the percentage and amount that will be so chargeable and show, in a footnote, the percentage distribution to other projects.

5. **1418. Counseling Costs (line 21).** This account shall be charged with the cost (not to exceed \$500 multiplied by the number of homes in the project) of counseling to be provided to participating Families.

6. **1420.7 Interest - Income from Investments (line 22).** The amount included for this account shall be computed as prescribed in HM 7510.1, Chapter 3, Section 15.

7. **1425. Initial Operating Deficit (line 23).** In the absence of dependable previous experience data on which to base a preliminary estimate of the initial operating deficit, an allowance not to exceed \$50 per dwelling unit may be used unless more is specifically authorized by HUD.

8. **1430. Planning (lines 24 through 30).** For turnkey projects generally, architectural-engineering services will be included in the Developer's price except for periodic inspection of construction by an independent architect employed by the IHA (Account 1430.7).

a. **1430.1. Architectural and Engineering Fees (line 24).** Architectural and engineering fees shall not exceed those set forth in the Schedule of Fees of the Architect's Contract.

b. **1430.2. Consultant Fees (line 25).** The architect's contract provides that consultants retained by the architect must be paid under the terms of the architect's contract. Fees to be paid to other consultants should be included under this account and shall be accompanied by supporting data.

c. **1430.6. Permit Fees (line 26).** If building or other similar fees have to be paid by the IHA, include the estimated amount under this account.

d. **1430.7. Inspection Costs (line 27).** This estimate shall be accompanied by supporting data consisting of an itemized breakdown of the costs chargeable to this account. Include in the breakdown, by job title, a list of employees of the architect or (when use of IHA employees has been previously approved) of the IHA who will perform inspection work for the project, and show for each the same information as required by Paragraph 4b above.

e. **1430.9. Housing Surveys (line 28).** The cost of all housing surveys and comprehensive planning shall be charged to this account. Include in this account the cost of housing surveys and the printing of reports in connection with them.

f. **1430.19. Sundry Planning Costs (line 29).** In the absence of actual experience, the IHA should request the advice of HUD for this estimate.

**9. 1440. Site Acquisition (lines 31 through 40).** For provisions of cost accounts under this heading which are not explained below, see Accounting Handbook, HM7510.1, Chapter 3, Section 15.

a. **1440.1. Property Purchases (or Leases) (line 31).** See Indian Housing Regulations and the Handbook as to limitations on size and cost of sites, terms of leases, requirements for appraisals and appraisal standards and special MH project requirements.

b. **1440.5. Appraisal Fees (line 33).** This account shall be charged with (1) the costs incurred by the IHA, if any, for appraisals of land or improvements for sites to be provided by the IHA and (2) with costs incurred for obtaining appraisals of a developer-owned site for a turnkey project. No appraisal fee shall be included if the appraisals were conducted by the Bureau of Indian Affairs.

c. **1440.6. Title Information (line 34).** No charge shall be made to this account where a BIA Title Status Report is utilized in accordance with the Interdepartmental Agreement.

**10. 1470. Nondwelling Structures (line 44).** Under 1470 establish a separate subaccount for any contributions for off-site improvements (i.e., water and sewer, solid waste).

**11. 1495. Relocation (line 47).** See the Indian Housing Handbook and HUD Relocation Handbook 1371.1, if applicable.

**12. Donations.** For donations, see account 2850 in HUD Handbook HM 7510.1, Chapter 3, Section 2. A donation represents a cash donation and the reasonable value of property donated to the project. An MH contribution is not a donation. Any cost met from cash donations and the value of any donations in kind will be included under the appropriate cost account and itemized in Subpart IV. Since donations cannot be included in the Total Development Cost, the total of donations will be subtracted from it and the result will be shown in line 50, "Total Before Contingency (Excluding Donations)."

**13. Contingency.** Enter not more than 5 percent for conventional projects, nor more than 1 percent for turnkey, of the Total Before Contingency, unless specifically approved by the Field Office based on adequate documented justification.

#### **C. Subpart II. Detail of Construction and Equipment. Accounts 1450 through 1480.**

**1. General.** The components of site improvement, construction and equipment costs will be identified in this Subpart. Each particular MH Contribution account (lines 52, 53, 57, 58, 63, 65, 66, and 76) shall be charged with that portion of the Total Development Cost attributed to it under the account classification in which it is listed. Donations will be included as described in paragraph B.12 above. Any off-site construction costs included in the proposed budget for which repayment will not be made by others will be described in an attachment and an explanation of why repayment will not be made by others will be included.

**2. Column Entries.** For the initial Planning Budget complete columns (4) and (5) and leave the other columns blank. For subsequent budgets:

(a) Enter in Columns (3), (4), and (5) required amounts for Accounts 1450 through 1480 as of the same date used for the entries in these columns in Subpart I.