



**U.S. Department of Housing and Urban Development**

Honolulu Field Office - Region IX  
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**MEMORANDUM FOR:** Multifamily Owners and Agents in the Jurisdiction of the Honolulu Multifamily Program Center

**FROM:** Frank J. Castro, Acting ~~Supervisory~~ Project Manager, Honolulu Program Center

**SUBJECT:** Management Fee Schedule – Effective February 1, 2008

The Honolulu Multifamily Program Center has completed an analysis of the allowed Management Fees, in compliance with the requirements of the Management Agent Handbook, 4381.5, Rev-2. The following schedule is effective on February 1, 2008.

**MANAGEMENT FEE:**

Basic Rate – Per Unit Per Month \$43.00

**ADDITIONAL PUPM FEES:**

Subsidized Projects, Section 236, 221(d)(3)BMIR, 202/811, 231, and Projects with Project Based Section 8 \$3.00

Larger Sized Units (Average 2.5+ Bedrooms) \$3.00  
(Formula/Definition: Total # of Bedrooms Divided By Total # of Project Units = Average # of Bedrooms)

Small Project Allowance \$4.00  
(30 or Fewer Units in a Project)

Non-Profit or Cooperative Ownership \$3.00

Scattered Sites Projects  
a. Two (2) to Four (4) Sites \$2.00  
b. Five (5) or More Sites \$3.00

Predominantly Special Clientele \$5.00  
(Physical or Developmentally or Mentally Disabled)

Projects Undergoing HUD Approved Major Repairs,  
Major Rehabilitation, or MIO Plans \$5.00

Adverse Neighborhood Conditions or Troubled  
Project Status. (Requires consulting with Field Office  
Project Manager to determine if project qualifies) \$7.00

HUD Approved Neighborhood Network Business Plan \$1.00

**NOTWITHSTANDING THE SCHEDULE FOR FEES SHOWN ABOVE, THERE IS A  
\$62.00 PUPM MAXIMUM CAP.**

This fee schedule applies to the Honolulu Multifamily Program Center jurisdiction only.  
If you have any questions contact your HUD Project Manager.