

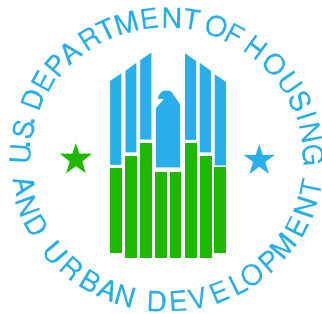
Addendum to the Data Standardization Results

Financial Assessment Subsystem (FASS)

for

Federal Housing Administration (FHA) Multifamily Housing
Programs

U.S. Department of Housing and Urban Development
Real Estate Assessment Center (REAC)



**DECEMBER 31, 1998
DRAFT**

Table of Contents

SECTION 1: INTRODUCTION	1-1
1.1 BACKGROUND	1-2
1.2 PURPOSE	1-2
1.3 DOCUMENT OVERVIEW	1-3
SECTION 2: SUMMARY OF CHANGES	2-1
2.1 INTRODUCTION	2-2
2.2 ADDITIONAL CHANGES TO THE HUD CHART OF ACCOUNTS	2-2
2.3 ADDITIONAL CHANGES TO THE BASIC FINANCIAL STATEMENT NOT REPRESENTED IN THE HUD CHART OF ACCOUNTS	2-4
2.4 CHANGES TO SUPPLEMENTAL DATA, AUDITOR REPORTS, AND CERTIFICATIONS	2-4
SECTION 3: REVISED AFS DATA	3-1
3.1 INTRODUCTION	3-2
3.2 REVISED HUD CHART OF ACCOUNTS	3-2
3.3 BASIC FINANCIAL STATEMENT ITEMS NOT REPRESENTED IN THE REVISED HUD CHART OF ACCOUNTS	3-21
3.4 REVISED SUPPLEMENTAL DATA, AUDITOR REPORTS, AND CERTIFICATIONS	3-22

Section 1

Introduction

1.1 Background

The U.S. Department of Housing and Urban Development (HUD) initiated the Annual Financial Statement (AFS) Project to substantially improve the availability of audited financial information on multifamily projects. An objective of the project was to create a system that automates the submission of annual financial statements and supports the analysis of financial data that will improve both the timeliness and quality of financial information.

Responsibility for the system has been transferred from the Office of Multifamily Housing to the Real Estate Assessment Center (REAC). The system being developed is now known as the Financial Assessment Subsystem (FASS); however, the objective remains the same. A key aspect of the project is the standardization of data requirements to mitigate the possibilities of inconsistent financial reporting.

The Annual Financial Statement (AFS) Data Standardization Results document published on December 9, 1997, provided definitions of how multifamily housing project owners should report annual financial information to the U.S. Department of Housing and Urban Development (HUD) in the future. The document encompassed the financial reporting requirements for multifamily housing residential projects owned by profit-motivated, limited distribution, and cooperative entities, as well as nursing homes, assisted living, board & care, and other elderly care facilities.

The Addendum to the Data Standardization Results published on October 1, 1998, identifies additional AFS data standardization recommendations resulting from the development and testing of FASS – Release 1.1 and provides revised AFS data based on those recommendations. The revised Chart of Accounts included in this document also incorporates the initial analysis of the AFS data requirements for non-profit entities.

The AFS data requirements have continued to evolve with the testing of FASS – Release 1.1. The revised Chart of Accounts represents the structure with which FASS will enter production for national implementation on December 31, 1998.

A complete history of the AFS data standardization effort, including an overview of the Financial Assessment Subsystem (FASS), formerly known as the AFS System, the data standardization approach, and all of the issues and recommendations that have been addressed throughout the effort, are provided in the AFS Data Standardization Results document. Please refer to this document via the Real Estate Assessment Center (REAC) Financial Assessment web page at <http://www.hud.gov/reac/reafin.html> to supplement the information presented in this addendum.

1.2 Purpose

The purpose of this addendum is to identify additional AFS data standardization recommendations that have resulted from the testing of FASS – Release 1.1. This document also will provide a current listing of the revised AFS data that incorporates all of the AFS data recommendations documented to date.

It is important to note that the Chart of Accounts does not completely define the data element requirements to accomplish electronic submission of an annual financial statement. Revisions to the Chart of Accounts have been made to facilitate standardization of accounting for financial statements. These revisions provide the basis for defining data elements required for electronic submission of an AFS.

1.3 Document Overview

The following sections are included in the Addendum to the Data Standardization Results document:

- Section 1:** Introduction - This section provides the purpose for and a high-level overview of the Addendum to the Data Standardization Results document.
- Section 2:** Summary of Changes - This section provides a summary of the changes to data requirements included in the Addendum to the Data Standardization Results document [dated October 1, 1998].
- Section 3:** Revised AFS Data – This section presents the revised HUD Chart of Accounts, basic financial statement items not represented in the revised HUD Chart of Accounts, and revised list of Supplemental Data, Auditor Reports, and Certifications.

Section 2

Summary of Changes

2.1 Introduction

AFS data is presented in this addendum in terms of the basic financial statement, Supplemental Data, Auditor's Reports, and Certifications. The basic financial statement is defined as the HUD Chart of Accounts, which includes the accounts for the Statement of Financial Position (i.e., Balance Sheet) and Statement of Profit and Loss, Statement of Retained Earnings/Changes in Partners' Equity/Changes in Members' Equity, Statement of Cash Flows, and Notes to the Financial Statement.

This section presents a summary of the changes that have been incorporated into the AFS data in addition to those documented in the AFS Data Standardization Results document, dated December 9, 1997, the Addendum to the Data Standardization Results document, dated July 10, 1998, and the Addendum to the Data Standardization Results document, dated October 1, 1998.

2.2 Additional Changes to the HUD Chart of Accounts

Account Number & Title	Description of Change
1150 – Reserve Releases Receivable	This account was removed from the Chart of Accounts.
1165 – Interest Reduction Payment Receivable	This account was added to account for Section 236 projects with Interest Reduction Payments (IRP) that exceed the interest due.
2109 – Accounts Payable – 30 days	This account was removed from the Chart of Accounts.
2130 - Accrued Interest Payable - Section 236	Add the following to the definition: "If Interest Reduction Payments (IRP) are in excess of interest due under the mortgage note, the excess should be reported in account 1165."
5190 - Miscellaneous Rent Revenue	Delete the following from the account definition: "...including the amount of Section 236 interest reduction payment receipts that exceed the annual interest expense."
5945 – Interest Reduction Payments Revenue	This account was added to account for Section 236 projects with Interest Reduction Payments (IRP) that exceed the interest due.
5990 - Miscellaneous Revenue	Delete the following from the account definition: "...including the net income that is generated when reduction payments start to exceed interest on Section 236 loans..."

Account Number & Title	Description of Change
6820 - Miscellaneous Revenue	<p>Delete the following from the account definition: “...the remaining interest reduction payments on Section 236 projects that are paid from subsidy should be disclosed in the Notes to the Financial Statement.”</p> <p>Add the following in its place: “...with excess Interest Reduction Payments (IRP) should be recorded in account 5945.”</p>

2.3 *Additional Changes to the Basic Financial Statement Not Represented in the HUD Chart of Accounts*

1. Information regarding deposits to the painting reserve is no longer required on the Statement of Cash Flows. This requirement was removed to make the Cash Flow information consistent with the financial data on the equity statement for cooperatives (Statement of Changes in Members' Equity).

2.4 *Changes to Supplemental Data, Auditor Reports, and Certifications*

1. Add a data element to the Computation of Surplus Cash (Annual) to account for accounts payable over 30 days (replaces account 2109 from the Balance Sheet).
2. Require the Auditor's Report on Supplemental Data for annual financial statements audited in accordance with Handbook IG 2000.04.
3. Require a "going concern" indication on the Auditor's Report on the Financial Statement for annual financial statements audited in accordance with Handbook IG 2000.04.
4. Remove the requirement for "Narrative" data elements on the auditor's reports for audited annual financial statements.
5. Remove the Report on Compliance with Laws and Regulations for annual financial statements audited in accordance with Handbook IG 2000.04.
6. Require the non-compliance code for each finding included on the Schedule of Findings and Questioned Costs for audited annual financial statements.

Section 3

Revised AFS Data

3.1 Introduction

The following sections present the revised HUD Chart of Accounts, basic financial statement items not represented in the revised HUD Chart of Accounts, and the revised list of Supplemental Data, Auditor Reports, and Certifications which incorporate all approved data standardization recommendations to date.

3.2 Revised HUD Chart of Accounts

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
1000 ASSET ACCOUNTS	Heading
1100 Current Assets	Sub Heading
1120 - Cash - Operations	This account reflects the consolidation of unrestricted cash and cash equivalent accounts available to fund project operating costs for reporting purposes. This account includes cash maintained on-site in a petty cash fund. (At all times, total petty cash on hand plus the receipts for the bills paid must equal the amount of the established fund).
1121 - Construction Cash Account	This account represents cash remaining in construction accounts after cost certification. These funds are available to pay for any remaining construction-related payables.
1125 - Cash - Entity	Cash and cash equivalents maintained by the ownership entity available to fund expenses of the ownership entity.
1130 - Tenant/Member Accounts Receivable (Coops)	This account reflects the total rents receivable from tenants/shareholders. In subsidized properties, this account should only reflect the portion of the rent for which the tenant/shareholder is responsible.
1131 - Allowance for Doubtful Accounts	This account records the amount of tenant accounts receivable that management estimates as being uncollectible. This account is also used to record amounts of Medicare/Medicaid billings that Nursing Homes estimate will not be paid.
1135 - Accounts Receivable - HUD	Amounts due to property for rent subsidy vouchers and special claims.
1140 - Accounts and Notes Receivable - Operations	To record all short term receivables due to the project other than rent and HUD receivables, including security deposits. Notes receivable to project (or accounts receivable not related to routine operations) could be an indication of an unauthorized distribution of project assets.
1145 - Accounts and Notes Receivable - Entity	To record all short term receivables due to the owning entity.
1160 - Accounts Receivable - Interest	This account represents amounts due the project, but not received from the investment of Replacement Reserves, Residual Receipts, and other operating accounts. This receivable will account for the difference in earnings between the Statement of Cash Flows and the Statement of Profit & Loss accounts 5410, 5430, 5440, and 5490.
1165 - Interest Reduction Payment Receivable	This account recognizes Interest Reduction Payments (IRP) that are in excess of interest due under the mortgage note. This account only applies to Section 236 projects.

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
1170 - Short Term Investments - Operations	To record non-restricted investments that can be converted to cash within one year. These funds are available to pay for project operating costs.
1175 - Short Term Investments - Entity	To record short term investments of the owning entity. These investments can be converted to cash within one year and can be used to pay expenses of the owning entity.
1190 - Miscellaneous Current Assets	This account records current assets not otherwise described above, including utility deposits.
1191 - Tenant/Patient Deposits Held in Trust	This account represents the cash balances of bank accounts and investments held on behalf of rental tenants in trust for security and other deposits, as well as on behalf of nursing home patients. These deposits/patient personal funds must be held in the name of the project in a separate bank account. Agents may use deposits to pay for tenant damages and delinquent rents when a tenant vacates. Please consult HUD Handbook 4350.3, paragraphs 4-8, 9, and 10, and applicable state or local law for regulations regarding collection and disposition of security deposits.
1200 Miscellaneous Prepaid Expenses	Consolidates all prepaid expenses for reporting purposes.
1300 Funded Reserves	Sub Heading
1310 - Escrow Deposits	This account represents the cash balance on hand for future payments of insurance, real estate taxes, mortgage insurance premiums and any other funding as required under the Regulatory Agreement.
1320 - Replacement Reserve	Cash and investments held by mortgagee or mortgagor (as required) for replacements as set forth in the Regulatory Agreement. This account may include amounts that are reported in separately established painting reserve accounts.
1330 - Other Reserves	Cash and investments held by the mortgagee or mortgagor for which HUD approval is required for withdrawals. This account may include debt service reserves and/or FEMA funds.
1340 - Residual Receipts Reserve	This account records any required deposits to the Residual Receipts Fund held by the mortgagee or, in the case of Section 202 projects, in a separate Residual Receipts account (refer to the Regulatory Agreement for specific requirements). Releases are subject to HUD approval.
1365 - General Operating Reserve (Coops)	This account records monthly deposits made to a special escrow account under the control of the cooperative mortgagor entity. The amount of the required monthly deposit varies by both the GOR account balance and the total amount of monthly shareholder carrying charges. See Paragraph 3 of the cooperative Regulatory Agreement to determine: (1) what percentage of monthly carrying charges the cooperative must deposit to the account; and (2) conditions for withdrawal from the account. The account provides for contingencies that a cooperative would otherwise meet only through a special assessment to its shareholders.
1370 - Deposits to Coops	This account records deposits received from tenants who rent units owned by the cooperative. This account also includes sublet fee deposits.
1381 - Management Improvement and Operating Plan	This account represents the cash and investment balances held for releases approved by HUD. Any releases from this account require prior HUD approval.
1400 Fixed Assets	Sub Heading
1410 - Land	The purchase price of the land plus the cost of improvements to the land are charged to this account.

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
1420 - Buildings	The total cost of the buildings, including fixed building equipment, furniture, and furnishings, is charged to this account. Agents should also charge improvements to the buildings to this account. The balance represents the original cost of the buildings plus enhancements.
1440 - Building Equipment (Portable)	The balance of this account represents the total cost of the portable equipment in use by the project. Costs include any transportation or installation charges. Assets in this account include items such as stoves, refrigerators and fire extinguishers.
1450 - Furniture for Project/Tenant Use	The cost of all furniture and equipment, including computers and other electrical equipment, purchased for use by the tenants in the common areas of the project.
1460 - Furnishings	The cost of furnishings (window shades, venetian blinds, shower curtains, hall carpets, etc.) not charged to the cost of the building is recorded in this account. The balance of the account represents the cost of the furnishings in use.
1465 - Office Furniture and Equipment	The cost of furniture and equipment owned and used on-site by the project.
1470 - Maintenance Equipment	The balance of this account represents the cost of project maintenance equipment in use.
1480 - Motor Vehicles	The cost of buses, trucks, passenger cars, etc., used on-site for project operations is recorded in this account.
1490 - Miscellaneous Fixed Assets	Agents may record fixed assets for which no other provision is made in this account.
1495 - Accumulated Depreciation	This account contains the accumulated depreciation for all fixed assets.
1500 Other Assets	Sub Heading
1510 - Investments - Operations	This account records long-term investments (those expected to be held for more than one year) other than those included in the Funded Reserves (1300) Series.
1515 - Investments - Entity	This account records long-term investments of the ownership entity.
1520 - Intangible Assets	The net amount of assets being amortized. This account includes loan, syndication, organization, and financing costs.
1525 - Cash Restricted for Long-term Investment	This account records a restricted asset under the requirements of FASB 116 and 117 regarding not-for-profit mortgagors.
1590 - Miscellaneous Other Assets	This account records non-current assets that are not otherwise classified above, including utility deposits.
2000 LIABILITY ACCOUNTS	Heading
2100 Current Liabilities	Sub Heading
2105 - Bank Overdraft - Operations	This account reflects a negative (credits exceed debits) accounting balance in the project's operating account.

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
2110 - Accounts Payable - Operations	This account reflects the total of unpaid bills from trade creditors, less the amount of unpaid bills due within 30 days (See account 2109). This account does not include bills to be paid from the project improvement fund (See accounts 1381 and 2112), or those amounts payable in connection with construction or development costs (See account 2111).
2111 - Accounts Payable - Construction/ Development	This account reflects construction or other development costs payable from construction, development, or syndicated/equity funds.
2112 - Accounts Payable - Project Improvement Items	This account reflects the total of bills vouchered for work items under the Flexible Subsidy Program to be paid from funds transferred from the project improvement fund (See account 1381) to the project bank account (See account 1120).
2113 - Accounts Payable - Entity	This account reflects the total of accounts payable from surplus cash or other mortgagor funds available.
2115 - Accounts Payable - 236 Excess Income due HUD	Used only for Section 236 projects, this account reflects any amount due HUD for rents collected in excess of the allowable basic rents.
2116 - Accounts Payable - Section 8 & Other	This account reflects any amount due HUD or other federal or state agency, in connection with the Section 8 or other loan program.
2120 - Accrued Wages Payable	The gross amount of payroll that has been accrued, but not paid, at the end of the accounting period.
2121 - Accrued Payroll Taxes Payable	The gross amount of federal, state, and FICA payroll taxes that have been accrued, but not paid, at the end of the accounting period.
2123 - Accrued Management Fee Payable	This account records management fees accrued but unpaid at the end of the accounting period.
2130 - Accrued Interest Payable - Section 236	Used only for Section 236 projects, this account reflects interest accrued but unpaid on the mortgage obligation at the end of the accounting period. Agents should include only the mortgagor's portion of the interest liability on the mortgage. If Interest Reduction Payments (IRP) are in excess of interest due under the mortgage note, the excess should be reported in account 1165.
2131 - Accrued Interest Payable - First Mortgage	Used for non-Section 236 projects, this account reflects interest accrued but unpaid on the first mortgage obligation at the end of the accounting period.
2132 - Accrued Interest Payable - Second Mortgage	This account reflects interest accrued but unpaid on a second mortgage obligation at the end of the accounting period.
2133 - Accrued Interest Payable - Other Loans and Notes (Surplus Cash)	This account reflects interest accrued and unpaid on other loans and notes payable from surplus cash or other entity funds.

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
2134 - Accrued Interest Payable - Other Loans and Notes	This account reflects interest accrued and unpaid on other loans and notes payable from project operations.
2135 - Accrued Interest Payable - Flexible Subsidy Loan	This account reflects interest accrued and unpaid on Flexible Subsidy Operation Assistance loans payable from project operations.
2136 - Accrued Interest Payable - Capital Improvements Loan	This account reflects interest accrued and unpaid on capital improvement loans payable from project operations.
2137 - Accrued Interest Payable - Operating Loss Loan	This account reflects interest accrued and unpaid on operating loss loans payable from project operations.
2150 - Accrued Property Taxes	This account reflects the accrual of property taxes payable as of the end of the accounting period.
2160 - Notes Payable (Short-term)	This account records the current portion on notes payable.
2170 - Mortgage Payable - First Mortgage (Short Term)	This account records the current portion on mortgage payable for a first mortgage.
2172 - Mortgage Payable - Second Mortgage (Short Term)	This account records the current portion on mortgage payable for a second mortgage.
2173 - Other Loans and Notes Payable - Surplus Cash (Short Term)	This account records the current portion on other loans and notes payable. Payments may be made from surplus cash or other entity funds.
2174 - Other Loans and Notes (Short Term)	This account records liabilities on other loans and notes due within one year that is payable from project operations.
2175 - Flexible Subsidy Loan Payable (Short Term)	This account records the current portion of the Flexible Subsidy Operation Assistance loans.
2176 - Capital Improvement Loan Payable (Short Term)	This account records the current portion of the capital improvement loans.

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
2177 - Operating Loss Loan Payable (Short Term)	This account records the current portion of an operating loss loan obtained to sustain operations due to a prior year operating loss.
2180 - Utility Allowances	This account reflects utility allowances payable.
2190 - Miscellaneous Current Liabilities	This account records current liabilities not otherwise described above.
2191 - Tenant/Patient Deposits Held In Trust (Contra)	This account represents the liabilities associated with security and other deposits that are held on behalf of rental tenants and nursing home patients. These deposits/patient personal funds must be held in the name of the project in a separate bank account. Agents may use deposits to pay for tenant damages and delinquent rents when a tenant vacates. Please consult HUD Handbook 4350.3, paragraphs 4-8, 9, and 10, and applicable state or local law for regulations regarding collection and disposition of security deposits.
2200 Prepaid Revenues	Sub Heading
2210 - Prepaid Revenue	This account records rents received from tenants (including commercial tenants) and certain contracts, that apply to future accounting periods.
2230 - Deposits to Coops	The balance of this account reflects the cooperative's obligation to refund the deposit if rehabilitation of the rented unit is unnecessary.
2300 Long Term Liabilities	Sub Heading
2310 - Notes Payable (Long-Term)	This account reflects amounts of notes due in more than one year from the date of the balance sheet, net of the current portion. The amount due within one year is recorded in account 2160.
2311 - Notes Payable - Surplus Cash	This account records project obligations payable only from available surplus cash, and in accordance with the terms of the note.
2320 - Mortgage Payable - First Mortgage	This account reflects the unpaid principal balances of the mortgages, net of the current portion, that are payable from project operations. The amount due within one year is recorded in account 2170.
2322 - Mortgage Payable - Second Mortgage	This account reflects the unpaid principal balances of a second mortgage, net of the current portion, that are payable from project operations. The amount due within one year is recorded in account 2172.
2323 - Other Loans and Notes Payable - Surplus Cash	This account reflects the unpaid principal balances on other loans and notes, net of the current portion, that are payable from surplus cash or other entity funds. The amount due within one year is recorded in account 2173.
2324 - Other Loans and Notes Payable	This account reflects the unpaid principal balances on other loans and notes, net of the current portion, that are payable from project operations. The amount due within one year is recorded in account 2174.
2325 - Flexible Subsidy Loan Payable	This account represents the total amount of the unpaid balance of the Flexible Subsidy Operating Assistance loans that have been approved by HUD, net of the current portion. The amount due within one year is recorded in account 2175. Terms of repayments to these loans require prior HUD approval.

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
2326 - Capital Improvement Loan Payable	This account reflects the total unpaid balance of capital improvement loans as of the end of the accounting period, net of the current portion. The amount due within one year is recorded in account 2176.
2327 - Operating Loss Loan Payable	This account reflects the total amount of the unpaid balance of an operating loss loan obtained to sustain operations due to a prior year operating loss, net of the current portion. The amount due within one year is recorded in account 2177.
2390 - Miscellaneous Long Term Liabilities	This account records long-term liabilities not otherwise described above.
3000 OWNERS EQUITY (NET WORTH)	Heading
3130 - Owner Equity or Total Net Assets (Non-profits)	This control account reflects the total amount of capital invested in the project by its owners.
3131 - Unrestricted Net Assets	This account records that portion of net equity that is classified as unrestricted.
3132 - Temporarily Restricted Net Assets	This account records that portion of net equity that is classified as temporarily restricted.
3133 - Permanently Restricted Net Assets	This account records that portion of net equity that is classified as permanently restricted.
3250 - Profit or Loss (Net Income or Loss) or Change in Unrestricted Net Assets (Non-profits)	The net income or loss profit motivated/limited distribution entities for the accounting period. The change in unrestricted net assets for non-profit entities for the accounting period.
4000 – MEMBERS EQUITY (COOPS)	Heading
4010 – Certificates Held in Treasury (Coops)	This account reflects the total amount of capital invested by its owners.
4020 – Certificates of Initial Capital Value (Coops)	This account reflects the initial value of all subscribed and outstanding membership certificates or stock.
4030 – Surplus/Deficiency from Operations	This account records the surplus (debit) or deficiency (credit) from the cooperative's operation during the reporting year, since the initial occupancy of the cooperative, this is not distributed to owners. This account also records any patronage refunds the cooperative makes to shareholders.
4040 – Amortized Mortgage (Coops)	For cooperatives, this account records amounts paid for mortgage amortization.

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
4050 – Replacement Reserve (Coops)	This account is used to accrue funds for planned replacement of major capital items such as heating units, roofs, etc.
4060 – General Operating Reserve (Coops)	This account is used to maintain a fund for general operating expenses.
4070 – Paid-in Surplus	This account records amounts paid by shareholders in excess of the initial value of their membership certificate or stock. Entries to this account separate paid-in surplus from shareholder carrying charges (Account 5120).
4080 – Other Equity (Coops)	This account lists any equity amounts not listed in above (including grants, etc.).
4100 – Unrestricted Net Assets (Coops)	This account reflects the addition of three equity divisions for non-profits in accordance with FASB 116.
4200 – Temporarily Restricted Net Assets (Coops)	This account reflects the addition of three equity divisions for non-profits in accordance with FASB 116.
4300 – Permanently Restricted Net Assets (Coops)	This account reflects the addition of three equity divisions for non-profits in accordance with FASB 116.
5000 REVENUE ACCOUNTS	Heading
5100 Rent Revenue	Sub Heading
5120 - Rent Revenue - Gross Potential	This account records the rent/carrying charges approved at 100% occupancy, less tenant/shareholder assistance payments, for all residential units (including non-revenue producing units that are expensed) that is reported by all FHA insured projects. Potential rent could be market, contract, or Section 8. For section 236 and 221(d)(3) BMIR projects, this account reflects basic rental/carrying charges due for tenants/shareholders, less tenant/shareholder assistance payments. See account 5191 for treatment of rents due or collected from tenants paying amounts greater than the basic rental/carrying charge.
5121 - Tenant Assistance Payments	This account records tenant assistance payments that are project-based. Tenant assistance payment programs include the Rent Supplement, Rental Assistance Payment (RAP), and Section 8 programs.
5140 - Rent Revenue - Stores and Commercial	This account records gross rental revenue expectancy from stores, offices, or other commercial facilities.
5170 - Garage and Parking Spaces	This account records the gross potential rental revenue from all garage and parking spaces.
5180 - Flexible Subsidy Revenue	This account reflects the amount of funds transferred from the Management Improvement and Operating Plan account (See account 1381) to reduce mortgage or escrow deficiencies, to cover operating deficits or to meet working capital needs.
5190 - Miscellaneous Rent Revenue	This account records gross rental revenue expectancy not otherwise described above.

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
5191 - Excess Rent	This account reflects the rental collections due in excess of the basic rental charge for Section 202/811, 221 (d) (3) BMIR, and 236 projects. Excess income retained by Section 236 projects in accordance with HUD Notice H 98-10 should be reported in account 5194, Retained Excess Income.
5192 - Rent Revenue/ Insurance	This account reflects the amount of insurance claims proceeds in connection with lost rental revenue.
5193 - Special Claims Revenue	This account reflects the amount of revenue collected from special claims including vacancy, damages, and debt service.
5194 - Retained Excess Income	This account reflects the amount of excess income owners are allowed to retain for the project operating account in Section 236 projects in accordance with HUD Notice H 98-10. Excess income retained by Section 236 projects that is not authorized in accordance with HUD Notice H 98-10 should be reported in account 5191, Excess Rent.
5200 Vacancies	Sub Heading
5220 - Apartments	This account reflects the rental revenue lost through vacancy of an apartment unit.
5240 - Stores and Commercial	This account reflects the rental revenue lost through vacancy of a store or other commercial units.
5250 - Rental Concessions	This account reflects the amount provided as rental concessions (i.e., free rent) in connection with the execution of leases of revenue-producing units.
5270 - Garage and Parking Space	This account reflects the rental revenue lost through vacancy of a garage or parking spaces.
5290 - Miscellaneous	This account reflects the rental revenue lost through vacancy of any revenue-producing space or equipment not otherwise described above.
5300 Nursing Homes/ Assisted Living/Board & Care/Other Elderly Care/Coop/ and Other Revenues	These accounts (5300-5399) are used to record revenue for Nursing Homes, Assisted Living facilities, and Board & Care facilities, as well as Service revenue, Coop revenue, and other revenue not otherwise reported in the other 5000 series of accounts.
5301 - Private Pay Room & Board	All routine collection from private or self-pay patients.
5302 - Private Pay Ancillary	Revenue derived from diagnostic and therapeutic services performed by a specific facility department, as distinguished from routine revenue from private or self-pay patients.
5303 - Contractual Adjustments	Revenue Categories that are subject to adjustments made to self-pay patient care revenue to reflect cost settlements.
5305 - Medicare Room & Board	All routine collection from Medicare patients. This account includes any final year end settlements.
5306 - Medicare Ancillary	Revenue derived from diagnostic and therapeutic services performed by a specific facility department, as distinguished from routine revenue from Medicare patients.

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
5307 - Medicare Contractual Adjustments	Revenue Categories that are subject to adjustments made to Medicare patient care revenue to reflect cost settlements.
5309 - Medicaid Room & Board	All routine collection from Medicaid patients. This account includes any final year end settlements.
5310 - Medicaid Ancillary	Revenue derived from diagnostic and therapeutic services performed by a specific facility department, as distinguished from routine revenue from Medicaid patients.
5311 - Swimming Pool Maintenance Expense	This account records the revenue from shareholders/residents for maintenance fees associated with the maintenance and operation of a facility's swimming pool. This account also includes revenue generated from rentals for parties.
5312 - Medicaid Contractual Adjustments	Revenue Categories that are subject to adjustments made to Medicaid patient care revenue to reflect cost settlements.
5315 - VA Room & Board	All routine collection from VA patients. This account includes any final year end settlements.
5316 - VA Ancillary	Revenue derived from diagnostic and therapeutic services performed by a specific facility department, as distinguished from routine revenue from VA patients.
5317 - VA Contractual Adjustments	Revenue Categories that are subject to adjustments made to VA patient care revenue to reflect cost settlements.
5320 - Members Group Life Insurance Expense (Coops)	Group life insurance expense has to be reimbursed by the shareholder in some cases.
5321 - Hospice	Collections for HOSPICE care which a Nursing Home may provide.
5325 - Other Public Room & Board	All routine collections as they pertain to other Nursing Home support programs, if any.
5326 - Other Public Ancillary	Revenue derived form diagnostic and therapeutic services performed by a specific facility department, as they pertain to other Nursing Home support programs, if any.
5327 - Other Public Adjustment	Revenue categories that are subject to adjustments made as they pertain to other Nursing Home Support Programs, if any.
5330 - Dietary Salaries	This account reflects the salaries of dietary staff that are retained to provide meals in the form of assisted living.
5331 - Contributions and Gifts	The fair market value for donated services, medicines, linens, office supplies and other materials which would normally be purchased by a provider as well as cash contributions and grants or subsidies received for general operating purposes from individuals, voluntary agencies, foundations, governmental agencies or similar groups.
5332 - Food	Revenue from prorated costs of raw food prepared in the regular kitchen and consumed by specific shareholders/residents as additional services.
5333 - Dietary Supplies	Revenue from shareholders/residents for consumable dietary supplies, excluding equipment, that have been prorated as additional costs for service based on the number of shareholders/residents requiring the service.

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
5340 - Registered Nurses Payroll	Revenue from shareholders/residents for the gross salaries of registered nurses directly related to the care of specific patients, that have been prorated as additional costs for service based on the number of shareholders/residents requiring the service.
5341 - Licensed Practical Nurses Payroll	Revenue from shareholders/residents for the gross salaries of licensed practical nurses directly related to the care of specific patients, that have been prorated as additional costs for service based on the number of shareholders/residents requiring the service.
5342 - Other Nursing Salaries	Revenue from shareholders/residents for the gross salary of unlicensed personnel directly related to the care of specific patients, that have been prorated as additional costs for service based on the number of shareholders/residents requiring the service.
5350 - Housekeeping Salaries	Revenue from shareholders/residents for the gross salaries of all housekeeping personnel, that have been prorated as additional costs for service based on the number of shareholders/residents requiring the service.
5351 - Housekeeping Supplies	Revenue from shareholders/residents for consumable housekeeping items that have been prorated as additional costs for service based on the number of shareholders/residents requiring the service.
5352 - Other Housekeeping	Revenue from shareholders/residents for consumable housekeeping items, not otherwise included in the Housekeeping series, that have been prorated as additional costs for service based on the number of shareholders/residents requiring the service.
5360 - Drugs/Medical Supplies and Pharmaceuticals	Revenue generated from private pay or insurance for drugs, medical supplies and/or pharmaceuticals.
5361 - Medical Salaries	Revenue from shareholders/residents for the gross salaries of medical personnel providing restorative services to the facility, for which a separate charge is not usually made to the patients, that have been prorated as additional costs for service based on the number of shareholders/residents requiring the service.
5362 - Other Medical	Revenue from shareholders/residents not otherwise reported in the Medical series, that have been prorated as additional costs for service based on the number of shareholders/residents requiring the service.
5365 - Food Servicing	Revenue for food services that is not part of the unit package cost, and revenue from third party for food services.
5370 - Laundry and Linen	Revenue from shareholders/residents for linen, bedding, sheets, blankets, pillows, pillowcases, gowns, towels, washcloths, and disposables, that have been prorated as additional costs for service based on the number of shareholders/residents requiring the service.
5375 - Housekeeping	Revenue received from housekeeping services that is not part of the unit package.
5376 - Health/Medical Services	Revenue received from health/medical services that is not part of the unit package.
5380 - Recreation (Activities) and Rehabilitation	Revenue received from recreation that is not part of the unit package. For Nursing Homes, this activity amount should be recorded under account 5385.
5385 - Rehabilitation	Revenue received for Rehabilitation that is not part of the unit package.
5390 - Other Service Revenue	Other revenue that is not part of the unit package and not defined in 5360-5385 accounts (i.e. tax, van services, etc.); this account may include grant income, service coordinator funding, and drug elimination grants.
5395 - Adult Day Care	Actual collection for Adult Day Care services.

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
5396 - Child Day Care	Actual collection for Child Day Care services.
5400 Financial Revenue	Sub Heading
5410 - Financial Revenue - Project Operations	This account is used to record interest and other investment income earned in connection with project operations.
5430 - Revenue from Investments - Residual Receipts	This account records interest and other investment income earned from residual receipts investments.
5440 - Revenue from Investments - Replacement Reserve	This account records interest and other investment income earned from replacement reserve investments.
5490 - Revenue from Investments - Miscellaneous	This account records interest and other investment income earned in connection with project operations.
5900 Other Revenue	Sub Heading
5910 - Laundry and Vending Revenue	This account records project revenues received from laundry and vending machines owned or leased by the project.
5920 - Tenant Charges	This account records charges assessed to tenants for rent checks returned for insufficient funds, late payment of rents, breaking the lease, and all other extraneous fees that have to do with lease/tenant. This account also includes damage payments received from HUD and forfeited security deposits.
5945 – Interest Reduction Payments Revenue	This account only applies to Section 236 projects and recognizes Interest Reduction Payments (IRP) that have been received by the owner over and above interest due on the mortgage note.
5960 - Expiration of Gift Donor Restrictions	This account records the contribution amount under which the donor-imposed restriction has expired.
5970 - Gifts	This account records the amount of contributions (an unconditional transfer of cash or other assets) that has been received by a not-for-profit in the audit year.
5990 - Miscellaneous Revenue	This account records project revenues not otherwise described in the above revenue accounts; it may also include revenue from non-commercial rental space.
6000 PROJECT EXPENSE ACCOUNTS	These accounts (6200 - 6999) record all reasonable expenses necessary to the operation and maintenance of the project.
6200/6300 Administrative Expenses	Sub Heading
6203 - Conventions and Meetings	Expenses related to attendance/participation in professional conventions and meetings.
6204 - Management Consultants	Expenses incurred as a result of utilizing management consultants for administrative related activities, i.e. programming.

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
6210 - Advertising and Marketing	This account records the cost of advertising and marketing the rental property, both during initial rent-up and after the project reaches normal occupancy levels.
6235 - Apartment Resale Expense (Coops)	This account records repair costs required following the sale of a cooperative share/membership less any portion of the seller's equity that was applied against repair costs.
6250 - Other Renting Expenses	This account records miscellaneous expenses related to the rent-up of vacant units. Examples are commissions and similar fees charged by third parties for referring new tenants to the project and amounts paid to existing tenants to attract new tenants. Note: Allowances given to tenants in lieu of rent are concessions (refer to account 5250).
6310 - Office Salaries	This account records salaries for office employees (other than the resident manager) responsible for the front-line operation of the project regardless of whether the employee works on site or in the agent's office. Typical front-line responsibilities include taking applications; screening, certifying, and recertifying tenants; maintaining the project; and accounting for project income and expenses. The account should not include salaries paid to occupancy, maintenance and regional supervisors who carry out the agent's duties for supervising project operations and personnel (these salaries are to be paid from the approved management fee). This account also does not include the project's share of payroll taxes (account 6711) or other employee benefits (account 6723) incurred by the project.
6311 - Office Expenses	This account records office and related expense items; examples include office supplies, postage, stationery, copying, Internet charges, telephone and answering services.
6312 - Office or Model Apartment Rent	This account records the rental value of an apartment, otherwise considered potentially rent-producing, but used as the project office or as a model apartment.
6320 - Management Fee	This account records the cost of management agent service contracted for by the project. This account does not include charges for bookkeeping or accounting services performed by either the management agent or another party. The amount reported in this account is sometimes a pure percentage of allowable revenue collected.
6330 - Manager or Superintendent Salaries	This account records salaries paid to a resident manager or superintendent. It does not include the project's share of payroll taxes or other employee benefits or compensation given a resident manager or superintendent in lieu of salary payments.
6331 - Administrative Rent Free Unit	This account records the contract rent of any rent free unit provided to administrative personnel (including a resident manager or superintendent) which would otherwise be considered revenue producing. Partial rent reductions given should be reflected in this account as well. This account is not to be used for rent free units provided or rent reductions given to either maintenance or security personnel (see accounts 6521 and 6531).
6340 - Legal Expense - Project	This account records legal fees or services incurred on behalf of the project. For example, fees incurred for eviction procedures should be reflected in this account. In contrast, legal fees or services related to the mortgagor entity should be reflected in account 7120.
6350 - Audit Expense	This account records the auditing expense incurred by the project that is directly related to HUD's requirement for audited financial statements. This account also includes the auditor's charge for preparing Schedule K-1 for the mortgagor entity's Federal income tax return. Amounts incurred for the cost of routine maintenance or review of the project's books and records should not be included in this account (see account 6351).

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
6351 - Bookkeeping Fees/Accounting Services	This account records the cost of bookkeeping fees or accounting or computing services not included in the management fee but paid to either the management agent or another party.
6370 - Bad Debts	This account records the amount of tenant bad debts for the period under audit.
6390 - Miscellaneous Administrative Expenses	This account records administrative expenses not otherwise classified in the 6200/6300 series. Examples include Neighborhood Networks, bank charges, investment fees, training, travel, membership dues and subscriptions.
6400 Utilities Expense	Sub Heading
6420 - Fuel Oil/Coal	This account records the cost of fuel oil/coal charges billed to the project.
6450 - Electricity	This account records the cost of electricity charges billed to the project.
6451 - Water	This account records the cost of water charges billed to the project.
6452 - Gas	This account records the cost of gas charges billed to the project.
6453 - Sewer	This account records the cost of sewer charges billed to the project.
6500 Operating & Maintenance Expense	Sub Heading
6510 - Payroll	This account records the salaries of project employees who perform services including but not limited to janitorial/cleaning, exterminating, grounds, repairs, and decorating. This account does not include the project's share of payroll taxes (FICA and Unemployment) or other employee benefits paid by the project. Supporting detail is not required for this account unless requested by HUD.
6515 - Supplies	This account records all costs of supplies charged to the project for janitorial/cleaning, exterminating, grounds, repairs, and decorating.
6520 - Contracts	This account records the cost of contracts the owner or agent executes with third parties on behalf of the project for janitorial/cleaning, exterminating, grounds, repairs, elevator maintenance, swimming pool maintenance, and decorating.
6521 - Operating and Maintenance Rent Free Unit	This account records the contract rent of any rent free unit provided to operating and maintenance personnel which would otherwise be considered revenue producing. Partial rent reductions given should be reflected in this account as well.
6525 - Garbage and Trash Removal	This account records the cost of removing garbage and rubbish from the project. The account does not include salaries paid to janitors who collect the trash.
6530 - Security Payroll/Contract	This account records the project's payroll cost attributable to the protection of the project or the cost of a protection contract that the owner or agent executes on behalf of the project.
6531 - Security Rent Free Unit	This account records the contract rent of any rent free unit provided to security personnel or a unit used for the purpose of security of the project (for example, police substations). Partial rent reductions given should be reflected in this account as well.
6546 - Heating/Cooling Repairs and Maintenance	This account records the cost of repairing and maintaining heating or air conditioning equipment owned by the project.
6548 - Snow Removal	This account records the cost of removing snow from project sidewalks and parking areas.

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
6570 - Vehicle and Maintenance Equipment Operation and Repairs	This account records the cost of operating and repairing project motor vehicles and maintenance equipment. Motor vehicle insurance is not included in this account but is charged to account 6720, Property and Liability Insurance (Hazard).
6590 - Miscellaneous Operating and Maintenance Expenses	This account records the cost of maintenance and repairs not otherwise classified in the 6500 account Series.
6600 Depreciation Expenses	HUD does not prescribe the method of depreciation for fixed assets of the project. The method of depreciation, however, must conform to GAAP. This account represents depreciation charged during the accounting period.
6610 - Amortization Expense	This account records amortization expense related to organizational costs, including loan fees, organization expenses, and like expenses.
6700 Taxes & Insurance	Sub Heading
6710 - Real Estate Taxes	This account records payments made for real estate taxes of the project. This may represent a payment in lieu of taxes (only in certain jurisdictions), which is generally charged as a percentage of income.
6711 - Payroll Taxes (Project's Share)	This account records the project's share of FICA and State and Federal Unemployment taxes.
6720 - Property & Liability Insurance (Hazard)	This account records the cost of project property and liability insurance.
6721 - Fidelity Bond Insurance	This account records the cost of bonding project employees who handle funds.
6722 - Workmen's Compensation	This account records the cost of workmen's compensation insurance for project employees.
6723 - Health Insurance and Other Employee Benefits	This account records the cost of any health insurance and other employee benefits charged to the project.
6790 - Miscellaneous Taxes, Licenses, Permits and Insurance	This account records any taxes, licenses, permit fees, or cost of insurance assessed to the project and not otherwise categorized in the 6700 Series.
6800 Financial Expenses	Sub Heading
6820 - Interest on Mortgage Payable	This account records interest incurred on a mortgage issued to construct or permanently finance the project. This account also includes the 1% owner portion of interest for Section 236 projects; excess Interest Reduction Payments (IRP) should be recorded in account 5945. This account should not include interest incurred on notes which are payable only from surplus cash.
6830 - Interest on Notes Payable (Long Term)	This account records interest and discounts incurred on long term project operating notes. This account should not include interest incurred on notes which are payable only from surplus cash (refer to account 7142).

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
6840 - Interest on Notes Payable (Short Term)	This account records interest and discounts incurred on short term project operating notes. This account should not include interest incurred on notes which are payable only from surplus cash (refer to account 7142).
6850 - Mortgage Insurance Premium/ Service Charge	This account records payments to the mortgagee for insurance on the mortgage. In the case of HUD-held mortgages, the payment is in the form of a service charge, as reflected on HUD Form-2771.
6890 - Miscellaneous Financial Expenses	This account records financial expenses not otherwise classified in the 6800 Series.
6900 - Nursing Homes/Assisted Living/ Board & Care/Other Elderly Care Expenses	These accounts (6900 - 6999) are used to record patient/tenant care expenses for Nursing Homes, Assisted Living facilities, and Board & Care facilities.
6930 - Dietary Salaries	Gross salary of kitchen personnel including dietary supervisor, cooks, helpers, and dishwashers.
6931 - Dietary Purchased Services	Cost of dietary services supplied from outside sources.
6932 - Food	Cost of raw food purchased, prepared in the regular kitchen and consumed by patients/residents.
6933 - Dietary Supplies	Cost of consumable items, excluding equipment, such as soap and detergent, napkins, paper cups, straws, etc. as well as cost of dishes, glassware, silverware and utensils used to support dietary operation.
6940 - Registered Nurses Payroll	Gross salaries of registered nurses directly related to the care of specific patients/residents.
6941 - Licensed Practical Nurses Payroll	Gross salaries of licensed practical nurses directly related to the care of specific patients/residents.
6942 - Other Nursing Salaries	Gross salary of unlicensed personnel directly related to the care of specific patients/residents.
6943 - Director Of Nurses Salaries	Gross salary of director of nursing who is in a supervisory position.
6944 - Nursing Purchase Services	Nursing services provided from outside source that relate directly to the care of specific patients/residents.
6950 - Housekeeping Salaries	Gross salaries of all housekeeping personnel.
6951 - Housekeeping Supplies	Cost of consumable housekeeping items including but not limited to waxes, cleaners, soap, brooms and lavatory supplies.
6952 - Other Housekeeping	Cost of housekeeping items not otherwise included in the Housekeeping series, including items for cooperative facilities.
6953 - Housekeeping Purchased Services	Cost of contract labor or other outside services for housekeeping.

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
6960 - Drugs and Pharmaceuticals	All costs associated with selling medical drugs to patients/residents.
6961 - Medical Salaries	Gross salaries of medical personnel providing restorative services to the facility, for which a separate charge is not usually made to the patients/residents.
6962 - Other Medical	Expenses not otherwise reported in the Medical series.
6963 - Medical Supplies	Cost of supplies and other restorative services.
6964 - Medical Purchased Services	Outside contract services related to medical services operations.
6965 - Pharmacy Salaries	Gross salaries of pharmacist(s) employed by the facility.
6966 - Pharmacy Supplies	Cost of all items including but not limited to non-prescription drugs and medication used by the pharmacy as well as cost of drugs and pharmaceuticals prescribed by the attending physician.
6967 - Pharmacy Purchased Services	Pharmacy services provided from outside sources in support of pharmacy.
6970 - Laundry and Linen	Cost of linen, bedding, sheets, blankets, pillows, pillowcases, gowns, towels, washcloths, and disposables.
6971 - Laundry Salaries	Gross salaries of laundry personnel.
6972 - Laundry, Linen, Bedding, Disposables, Purchased Services	Cost of outside laundry services including a commercial laundry service, including provisions of linen, bedding and disposables.
6973 - Laundry Supplies	Supplies, excluding equipment, used to support Laundry operation.
6975 - Medical Records Salaries	Gross salaries of licensed medical records librarians and clerks.
6976 - Medical Records Supplies	Cost of supplies including but not limited to nursing and charting forms, admission forms, medication and treatment records, physician order forms, etc.
6977 - Medical Records Purchased Services	Outside contract services related to medical records.
6980 - Recreation and Rehabilitation	Gross salaries of personnel providing recreational programs to patients/residents such as arts and crafts, and other social activities.
6981 - Activities Supplies	Cost of expensed items used in the activities program (e.g., games, puzzles, art supplies)
6982 - Activities Purchased Services	Outside contract services related to activities operations.
6983 - Rehabilitation Salaries	Gross salaries of personnel providing rehabilitation programs to patients/residents.
6984 - Rehabilitation Supplies	Supplies used to support rehabilitation.

HUD CHART OF ACCOUNTS	
Account Number & Title	Definition
6985 - Rehabilitation Purchased Services	Outside contract services related to rehabilitation operations.
6990 - Other Service Expenses	Service expenses that are not otherwise reported above; this account may include expenses associated with grant income, service coordinator funding, and drug elimination grants.
7000 CORPORATE OR MORTGAGOR REVENUE AND EXPENSES	These accounts (7110 - 7190) record revenue and expenses applicable to the mortgagor entity distinguished from expenses necessary and reasonable to the operation of the project. Owners and agents may charge expenses included in the 7000 Series against project operations only with the prior written approval of HUD.
7110 - Officer's Salaries	This account records salaries paid to owners, officers, and/or partners. It should also include the value of any services given to an owner, officer, and/or partner in lieu of a salary.
7120 - Legal Expenses	This account records legal expenses related solely to the corporation or mortgagor entity.
7130 - Federal, State, and Other Income Taxes	This account records federal and state income tax and other corporate/entity taxes of the mortgagor entity for the tax year.
7140 - Interest Income	This account records interest income earned from funds belonging to the mortgagor entity, not the project.
7141 - Interest on Notes Payable	This account records interest incurred on notes which are payable only from surplus cash.
7142 - Interest on Mortgage Payable	This account records interest incurred on mortgages which are payable only from surplus cash or other entity funds.
7190 - Other Expenses	This account records mortgagor entity expense items not otherwise classified in the 7100 Series. The account includes fees for preparation of federal, state and local income tax returns for individuals or limited partners; supervisory, asset management, and other similar fees for services performed by partners or other identities of interest; office rent and supplies used exclusively for mortgagor entity purposes.

3.3 *Basic Financial Statement Items Not Represented in the Revised HUD Chart of Accounts*

Statement of Profit and Loss

Part II, #1:

Total mortgage principal payments required during the audit year [12 monthly payments]. This applies to all direct loans and HUD-held and fully insured mortgages. Any HUD approved second mortgages should be included in the figures.

Part II, #2:

Total of 12 monthly deposits in the audit year into the replacement reserve account as required by the Regulatory Agreement, even if payments may be temporarily suspended or reduced.

Part II, #3:

Replacement reserves, or residual receipts and releases which are included as expense items on this Profit and Loss statement.

Part II, #4:

Project Improvement Reserve Releases under the Flexible Subsidy Program that are included as expense items on this Profit and Loss Statement.

Statement of Retained Earnings/Changes in Partners' Equity/Changes in Members' Equity/Changes in Net Assets

All line items

Statement of Cash Flows (Direct Method)

All line items

Notes to the Financial Statement

All notes

3.4 Revised Supplemental Data, Auditor Reports, and Certifications

Supplemental Data

1. Schedule of Reserve for Replacements
2. Schedule of Residual Receipts
3. Computation of Surplus Cash - Form HUD-93486 (Both annual and mid-year; for Nursing Homes, this computation includes Medicaid/Medicare that is collected in the subsequent 30 days after the fiscal period)
4. Schedule of Changes in Fixed Asset Accounts
5. Schedule of 5300 accounts
6. Schedule of 6900 accounts
7. Nursing Home data (i.e., Licensed Beds, Capacity/Patient Day/Utilization, and Census)
8. Detail of Accounts (i.e., “breakout” of Miscellaneous accounts, Entity/Construction Cash Flow accounts, etc.)
9. Schedule of Expenditures of Federal Awards (OMB Circular A-133)
10. Data Collection Form (OMB Circular A-133)

Auditor Reports

1. Independent Auditor’s Report on the Financial Statement
2. Report on Supplemental Data
3. Report on Internal Controls
4. Report on Compliance - Major Program
5. Report on Compliance - Non-Major Program
6. Report on Compliance - Affirmative Fair Housing
7. Schedule of Findings and Questioned Costs

8. Corrective Action Plan (completed by Auditee)
9. Auditor's Comments on Audit Resolution Matters
10. Summary Schedule of Prior Audit Findings (OMB Circular A-133)
11. Report on the Financial Statement and on Schedule of Expenditures of Federal Awards (OMB Circular A-133)
12. Report on Compliance and on Internal Control over Financial Reporting (OMB Circular A-133)
13. Report on Compliance with Requirements Applicable to each Major Program and on Internal Control over Compliance (OMB Circular A-133)
14. Schedule of Findings and Questioned Costs for A-133 Audits(OMB Circular A-133)

Certifications

1. Mortgagor's Certification
2. Certification of Managing Agent