

h. If you plan to share the Service Coordinator with other HUD eligible developments, give proportionate amount of time Service Coordinator will serve each site:									
Project Name(s)		# of Hours per week							
i. Do you currently have a Service Coordinator working at this site? <input type="checkbox"/> Yes <input type="checkbox"/> No									
If yes, -									
1) How many hours per week does the Service Coordinator currently work?									
2) How many hours per week do you want to add to your program?									
3) Will you extend current employees hours or hire additional staff?									
4) Provide a narrative explanation of why the extra time/staff is needed.									
2. Budget Information **									
a. Personnel (Direct Labor)		Estimated Hours	Rate per hour	Estimated Cost	Year 1	Year 2	Year 3		
Identify Service Coordinator or Aide									
Total Direct Labor Cost					Total 3 Year Amount				
b. Fringe Benefits		Rate (%)	Base	Estimated Cost	Year 1	Year 2	Year 3		
Total Fringe Benefits Cost					Total 3 Year Amount				
c. Quality Assurance (Maximum is 5% of "a")		Hours	Rate Per Hour	Estimated Cost	Year 1	Year 2	Year 3		