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**SHELTER SECTOR REFORM PROJECT
RUSSIAN FEDERATION/CITY OF MOSCOW**

QUARTERLY REPORT

SEPTEMBER 1993-NOVEMBER 1993

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**QUARTERLY REPORT
SEPTEMBER 1993-OCTOBER 1993**

**SHELTER SECTOR REFORM PROJECT
RUSSIAN FEDERATION/CITY OF MOSCOW**

A. *Notable Developments Concerning the Housing Sector*

On September 24 Prime Minister Chernomyrdin signed the Council of Ministers Regulation implementing the program to raise rents in state housing to cover full operating costs over a five year period and requiring governments to implement housing allowance programs when rents are raised. Raising rents is the cornerstone of sector reform and implementation of this provision of the Law on Fundamentals of Housing Policy represents a real victory for reformers within government.

The Interministerial Coordination Committee for Housing Policy met this quarter to discuss a number of topics, including the World Bank/AID loan, the AID retired officers' housing program, and preparation of the codex for the Law on Fundamentals of Housing Policy. It appears that the preparation of the codex will again be delayed as the committee was unable to come to an agreement on whether to disregard completely the draft that has been prepared by the Committee on Municipal Economy.

Mayor Luzhkov signed the Order approving the results of the Privatization of Maintenance Pilot and mandating that the Pilot be expanded into all Moscow Administrative Districts by January 1, 1994. The Order also admits Condominium Associations to the Pilot as Owners. Mayor Luzhkov's signing of the draft Order on the expansion of the Pilot was a milestone event. This Order approves our Pilot activities to date and removes any doubt about the extent of its expansion. It gives official and immediate entree to all of the Administrative Districts. Outreach to the Districts will be a first priority between now and the end of the year; the focus will be on explaining the Program and identifying the specific DEZ's that will participate. The phasing of the expansion will be planned to meet our 1994 end of year target of 250,000 municipal units under private maintenance.

By the end of September 7.47 million State rental units had been privatized in the Russian Federation, according to the official statistics. This is equivalent to 21 percent of the eligible units. The same report shows 30 percent of Moscow's eligible housing units had been privatized.

B. *Program Activities — Russian Federation*

Legal and Policy Developments

The combination of President's Yeltsin move in October in dissolving the Supreme Soviet and the reentry of Yegor Gaidar in the government has energized

reformers in the housing sector. Ray Struyk (SSRP Resident Advisor) prepared a list of elements that could be included in a Presidential housing reform initiative. This memo served as an agenda for a meeting called on September 27 by Sergei Vasiliev, head of the Economic Reform Working Center which was established by Gaidar, and attended by Gaidar's housing person, senior people from the Ministry of Economy and Gosstroi, and Nadezhda Kosareva (CCN Consultant) and Struyk.

At the request requested by Sergei Vasilev, head of the Center for Economic Reform, and Mr. Gaidar's housing adviser, the team assisted in drafting a number of documents that were given to Gaidar to be issued as part of a housing reform package. The package included:

- A Law on Mortgage, which will be issued as a Presidential Decree or Government Regulation.
- Government Regulation on providing up-front (downpayment) subsidies for home purchase.
- Government Regulation on housing debentures, i.e., a form of real estate investment trust.
- Government Regulation on "Improving the Organization of Housing Maintenance," which requires the privatization of state maintenance companies and the procurement of maintenance services by state organizations on a competitive basis.

The team had numerous working level meetings with officials from the Ministry of Finance, Ministry of Economy and Gosstroi regarding these laws. In addition Struyk and Kosareva met with Vladimir Mau, Yegor Gaidar's point person on housing, for a progress review.

On October 26, Gosstroi, the Ministry of Economy, and the Ministry of Finance officially presented the housing reform package to Yegor Gaidar. The package contained the following: a Presidential decree on the structure of the housing finance system; regulations on the use of downpayment subsidies to encourage residential construction; regulations on condominiums; regulations on procedures for clarifying ownership of partially constructed residential buildings and transferring ownership to entities who will complete construction; regulations on clarification of procedures for free-of-charge housing privatization. An additional measure--a regulation to define the conditions for long-term mortgage lending--may also be included. Whether to enact these reforms measures continues to be debated between the Yeltsin government, which is sponsoring the reforms and is led by Deputy Prime Minister

Gaidar, and those opposed to the measures, namely the Apparatus of Government and the Committee on Municipal Economy.

Gosstroi continues to reform the legal framework of housing related laws. Gosstroi supported the package of housing reforms that was presented to Gaidar. It also requested that it be permitted to issue regulations on condominiums and private housing leases on its own authority, i.e., without additional review by other ministries and the corresponding Council of Ministers regulation.

In addition to the above documents included in the package to Gaidar, the team worked on a number of legal instruments. With the assistance of Jack Goodman, Senior Economist at the Board of Governors of the Federal Reserve System, the team prepared a regulation on the Agency for Mortgage Lending. It is being assembled in a package with the Russian Federation regulation on condominium and the regulation on completion of partially-built housing.

Steve Butler (SSRP Legal Advisor) met with officials at Gosstroi (Shamouzafarov and Krashininkov) to discuss several draft laws on condominiums, a draft law regulating landlord-tenant relations.

Struyk and Kosareva met with Jonathan Hay, who works with GKI, on coordinating work on two pieces of legislation for which GKI has been given the lead in drafting: the Law on Mortgage and the Regulation on the Improvement of Housing Maintenance. It is unclear how GKI ended up with this responsibility. GKI has a strong record of steering controversial documents through the clearance process and this, plus the organization's ambition, may be why they were given the lead. Hay was unaware of Butler's draft of the Law on Mortgage and Angus Olson's (SSRP Resident Advisor) draft of the maintenance regulation. The team provided copies of both in Russian and English; there were promises to coordinate during the process.

Housing Finance

The Working Group on Housing Finance chaired by First Deputy Minister of Finance Vavilov was held this quarter. Kosareva assisted Vavilov and Anvar Shamouzafarov (Gosstroi) to plan the initial meeting. A key question concerned how to arrange within the Group for the preparation of the necessary regulation on mortgage lending. Originally a temporary version of the regulation had been part of the presidential decree on housing finance, but it was deleted at the insistence of the Central Bank.

A number of consultants arrived in Moscow this quarter to assist in the housing finance reform portion of the program. Kenneth Odenheim (SSRP Consultant), an expert on appraisal, working with the Mosbusinessbank mortgage

group. He concentrated on how the appraisal process is organized and managed in the mortgage lending process rather than how to conduct appraisals per se. Odenheim gave a half-day workshop at the Joint Stock Mortgage Bank on appraisal in mortgage lending.

Jack Goodman completed a ten day visit to Moscow. During this period he worked on drafting regulations for the Agency for Mortgage Lending and on designing a structure for the Agency for Mortgage Finance which will be created by the Presidential Decree on Non Budget Sources of Finance for the Housing Sector.

Marisol Ravicz (UI Washington) met with Mikhail Gavrilin, head of the credit department at Sberbank, to respond to questions he and his staff had about the DAIR instrument. There is some chance that the bank may become more interested in mortgage lending after Sergei Ivanov leaves the bank to join its new leasing company.

Len Newman and Rajagopal Subramanian completed another in a series of trips to the Russian Federation to assist Mosbusinessbank in developing loan servicing and underwriting programs. Newman installed the software at Mosbusinessbank, and attempted to add the final reporting and other features the bank needs. Subramanian gave a four day seminar on Loan Servicing. Seven banks attended the seminar.

Kosareva and Struyk met with Alexander Androsov from Menatep Bank to discuss the bank's plans for mortgage lending. The bank began making dollar loan (i.e., dollars are lent and payments are in dollars) a few months ago to staff. The bank is now looking to expand its operations and will probably shift to a ruble instrument. The bank was anxious to have the various handbooks on loan origination and servicing we have prepared with Mosbusinessbank.

A team from Mosbusinessbank (MBB) participated in a study tour to the U.S. on mortgage loan servicing organized for the Institute by Abt Associates. The reports on the tour were highly positive. With this study tour we conclude the loan origination and loan servicing part of our program with the bank. The staff of MBB is ready to operate in these areas.

Struyk and Kosareva had several hour meetings with two banks referred to us by the Association of Mortgage Banks, one headquartered in Ekaterinburg and one in Moscow, who are interested in mortgage lending at which we explained the work program and gave a mini-seminar on the principles of such lending in Russia.

Housing Allowances

On September 21 and 22 Struyk and Kosareva were in Nizhni Novgorod to meet with Deputy Oblast Governor Frolov (at his request) to discuss the organization of the oblast's demonstration program on housing allowances. The team is anxious to assist Frolov as the oblast is now following the same model for housing allowances that will be implemented in Moscow but will begin their program this fall.

With the issuance in late September of the Russian Federation regulations on the program of raising rents and introducing housing allowances, the team has reached the critical stage in implementing policy reform. While the strategy has been to work closely with the city of Moscow as a demonstration or pilot example of implementation, we are taking other steps to promote competent implementation.

Expanded Military Housing Program

Struyk had several discussions with AID/Moscow and Washington staff about the possibilities of the "military voucher" pilot program. Many options were discussed, but no firm decisions made. Struyk also participated in meetings at AID and Gosstroi this week about the launching of the voucher program. At the Gosstroi meeting it was decided to work with Novgorod and Pskov for the initial voucher program and with the Leningrad oblast for the "construction purchase" program.

Marisol Ravicz (UI Washington) arrived in Moscow to take the lead on the Urban Institute's part of this work. There was a general meeting with officials from the three pilot jurisdictions: the cities of Novgorod, Pskov, and the Leningrad oblast. The meeting was organized by Gosstroi and attended by the UI team, USAID, Gosstroi, and the local officials.

Harold Katsura (UI Washington) arrived shortly after Ravicz and he, Ravicz, Struyk, Kosareva, and Smirnoff (Gosstroi) made initial two-day visits to Pskov and Novgorod to begin detailing the implementation procedures for military vouchers. The discussions in these visits built upon the design work done by Ravicz.

B. Program Activities — City of Moscow

Legal and Policy Developments

Nikolai Maslov (Department of Municipal Housing) asked Steve Butler to review the procedures Moscow is currently using for registering title to residential property. Maslov's goal is to improve the legal strength of the title itself, reducing disincentives

for registration involved in the system, and improving the efficiency of the registration agency.

Housing Maintenance Pilot Project

Angus Olson attended several meetings with city officials this quarter in an attempt to work out the details for the Pilot's expansion. Olson worked with Nikolai Maslov to draft an Order from Mayor Luzhkov to expand the pilot program over the next year by 250,000 units. The expansion of the Pilot continues at a fast pace. The Orekhovo-Borisovo District of the Southern Prefecture contributed 15,000 units to the expansion of the Pilot. Training started in October, with contracts anticipated to be signed in late 1993. The balance of the 25,000 expansion units will come from the Northern and Western Prefectures. This will bring the year end total to 32,000 units.

A preliminary work plan was developed by Olson to achieve the goal of having 250,000 units under private management by the end of 1994. With 50,000 units committed to the Pilot by the end of 1993, this plan contemplates 40 (or more) new private maintenance contracts by the end of 1994. In accord with Mayor Luzhkov's Decree, informational packets were provided to the Department of Engineering Provision for distribution to all Moscow Prefectures. Mrs. Medvedeva has been designated as the Citywide coordinator for the expansion; all Prefectures shall submit plans for the Pilot expansion to her. In December, Mr. Matrosov will host a meeting of all Prefects to approve the plans and coordinate the expansion.

The Mitino "new town" committed 23,000 units to the project, most of which will be occupied only in 1994, i.e., these units will be maintained by private companies from initial occupancy. The training of owners at the Minito new town to recruit and monitor private maintenance companies began on schedule and was completed November 26 with the Institute for Housing Economy (IHE) doing the training.

To facilitate the rapid expansion of the Pilot, it was necessary to re-package the basic training into a 1-month course. To achieve this target, the course was streamlined from 18 to 12 sessions. The general management sessions were condensed, but the bulk of the real estate management/ maintenance sessions were retained.

Staff of Quadel Consulting and Olson coordinated the production of the Phase II training materials, with the focus shifting to the training of the contractor. Quadel will develop 3 new modules: 1) Landlord-Tenant Relations; 2) Follow-Up on Rental Delinquencies; and 3) Unit Turnover Preparation. The Novosibirsk module on "Preparing A Business Plan" will be used for the 4th module on business financial management.

Regular monthly meetings continue to be held with the "owners" and maintenance firms working in the Western Administrative District was held. Olson was encouraged by the greater apparent seriousness of the owners in monitoring the firms. The team was somewhat concerned about the lack of diligence by the owners.

Olson finished drafting the Federation Decree "On the Reorganization of the System of Housing Maintenance." As part of the decree, a Supplement was drafted on "Eviction Procedure for Non-Payment of Rent in Municipal Housing." The proposed eviction procedure would implement a provision in the "Law on the Fundamentals of Housing Policy" that allows for tenants, who are 6 months delinquent with rent, to be evicted and placed in dormitory style housing. An eviction procedure will be of critical importance in implementing effective housing allowance programs. As drafted, the decree incorporates condominium associations as an owner category for the procurement of private maintenance services.

Olson has continued to experience difficulty in arranging training services by IHE for the city housing administrators in each district who will oversee the private companies. The behavior of Bychkovsky, IHE's director, is increasingly erratic. At a meeting in Minito, he tried to force the district to sign a "tie in contract" for the district to receive the housing management training; and argued for 15 trainees to travel two hours a day to his institute for training, rather than sending the trainer to them. This is a repetition of tactics tried with the last client. Only this time it came less than a week after Olson had met with Bychkovsky to review our agreement on how the training should proceed. The team is quite dissatisfied with IHE's commitment to the pilot and has decided to seek a new training agency. We have not reached a final decision on whether to terminate our current arrangements with IHE.

Olson secured agreements with the training centers of the Office of Privatization and the Department of Engineering Provision to augment the pilot expansion training effort. Training of trainers will commence in November. Both of these facilities have extensive experience in housing-related training. They also have the capacity to provide training for the 25 new classes anticipated next year.

Housing Allowances

Alexander Puzanov (UI Moscow staff) continued to refine parts of the draft procedures manual, based on comments from Struyk. More chapters were given to Mrs. Kuznetsova for review this week.

Gene Rizer (Quadel Consulting) submitted a detailed outline of the specifications of the software for applicant intake, payment calculations, management report generation, etc. He is now proceeding to prepare the actual specifications. Puzanov translated these and is working with the city on these materials.

The Moscow Government developed norms for basic communal services consumption. This is the first step towards the implementation of a new system of housing subsidies under the Housing Allowance Program. The Government of Moscow discussed the program of raising rents and introducing housing allowances at one of its regular weekly meetings. They adopted a resolution, but decided to hold the final confirmation on implementation of the rent increases and housing allowances for the new city Duma, which will not be elected until December 12. Under this condition, and the lack of progress in some key areas, such as developing the necessary software for taking applications, it seems clear that the first rent increase will not occur until at least February.

Puzanov and Kosareva met with Mrs. Kusnetsova to discuss future efforts on the Housing Allowance Program. It was agreed that Rizer will assist in the development of software specifications and the training program in December-January. Final approval of the Housing Allowance Program is set for the January 29 meeting of the new Moscow Duma; new simulations will be provided for this meeting. Puzanov began negotiations with Mosgorstat to conduct a new budget data sample.

Condominium Law and Associations

The process of making condominiums a reality continues. The general regulation issued in April was refined in implementing regulations issued in August which dealt with the transfer of ownership of the property to an association from the municipal housing fund and the conditions under which building management could be assumed by an association. The Office of Homeowners Associations in the Department of Municipal Housing drafted the "instructions" detailing the actual procedures.

C. Program Activities — General

Sector Monitoring

Butler and O'Leary completed the second semi-annual annotated listing of laws on housing and land germane to our work. The report includes both laws that have been passed and those under preparation.

The team received the "baseline" data from Alla Guzanova for interviews with 500 households living in buildings that are included in the second group of 5,000 units to be placed under contract with private management firms. The survey was conducted in the first half of September. The second wave is scheduled for December.

Angelici and Struyk worked with Alla Guzanova to finalize the questionnaire that will be used in the second round of interviews with the occupants of 2,000 dwellings in Moscow that were state rentals in January 1992. The purpose of the survey is to obtain concrete information on how the transition is working in practice, i.e., on many privatized units are sold or rented, to what kinds of households; is maintenance better under private companies; which households are likely to privatize in the future, etc. A Letter of Agreement was signed with Alla Guzanova to conduct the survey of the occupants of 2,000 Moscow dwellings in early December.

Dissemination/Seminars/Presentations

A strong team from Moscow was sent to take place in the European Network for Housing Research Housing Policy Conference held in Budapest from September 7-September 10. About 300 researchers and government officials participated in the conference. Struyk was a "key note" speaker and a member a panel discussing technical assistance in housing finance in Eastern Europe and the CIS; both were plenary sessions. Kosareva presented a paper on developments in housing finance in Russia and Olga Kaganova (AUREC - St. Petersburg) on developments in the real estate sector. There was also a session devoted to the presentation and assessment of the USAID technical assistance program, as conducted by the Urban Institute, in Moscow and the Russia Federation.

Struyk and Butler made two-hour presentations at the September week-long seminar on "Land Relations and Real Estate Markets: World Experience and Russian Practice." The seminar was organized by the Institution of Privatization and Management, which works closely with the State Property Committee (GKI). Struyk gave an introduction to mortgage finance, emphasizing the inherent risks and how to deal with them. Butler spoke on the legal foundations for mortgage lending.

Our team participated in a regional housing conference on Common Ownership and Mortgage Finance organized by the administration of Ryazan. Steve Butler made a presentation on condominiums and Andre Suchkov (UI Moscow staff) made a standard introductory presentation on housing finance which emphasizes the risks in long-term housing lending and how to cope with them.

Struyk and Kosareva made a two-day trip to the Nizhni-Novgorod Oblast at the invitation of Deputy Governor Frolov. The first day of meetings was with the administration and members of the soviet on the introduction of housing allowances (and the planned rent increases) as well as privatization of housing maintenance. Both the oblast and the city administrations have done a great deal of work on designing their program based in part on the team's printed materials. The second day was devoted to discussion of mortgage finance with a group of bankers and

discussion with the rector of the Academy of Architecture and Construction about development of a market-oriented curriculum in housing economics and finance.

Ravicz gave a seminar on the Deferred Adjustable Instrument for Russia (DAIR)--the mortgage instrument we have developed for use under Russia's difficult economic conditions. This was another in our series, co-sponsored with the Association of Mortgage Banks. About 40 persons attended.

On October 12-13 the team co-sponsored a national conference on "Housing Reform in the Russian Federation," with the Institute for Housing and Communal Economy. About 225 people attended from all over Russia. Presentations were made on four topics: the privatization of housing maintenance, condominiums, introduction to housing finance, and housing allowances. Urban Institute staff and consultants (Kosareva, Olson, Puzanov and Struyk) made four of the twelve major presentations; Ruth O'Sullivan made a presentation on the maintenance privatization program in Novosibirsk. Arkady Ivanov made a presentation in the housing finance session.

Struyk and Kosareva were interviewed by Celestine Bohlen of the New York Times for a story on how the combination of macroeconomic conditions and the transfer to a market economy is effecting the housing of low income Russians. The story was published in the November 13 New York Times.

Olson and Puzanov attended a week-long conference in Kazakhstan that was held to give an in-depth discussion of the provisions of the new Presidential housing decree. Both made major presentations, Olson on privatization of housing maintenance and Puzanov on housing allowances.

Struyk met with Kenneth Gluck, a free lance writer based in Moscow, about his preparing the script for a 10-12 minute video on the Shelter Reform Project. The plan is to make the video in January, when there should be more to see on the operation of the housing allowance and mortgage lending programs.

Struyk and Kosareva were interviewed by The Moscow Times on Moscow's decision to increase rents sharply in 1994. They were quoted in the paper's story on Friday, November 12.

Suchkov, Kosareva, and Struyk gave one day seminars on mortgage lending in Novosibirsk and Ekaterinburg. The day-long program in Novosibirsk constituted one of a two-day conference sponsored by the Association of Mortgage Banks. In Ekaterinburg Mark Brown organized the event.

Olson was interviewed in the Evening Moscow on the expansion of the maintenance Pilot Program. The story was published on November 18.

Work with Peace Corps Volunteers

On September 30 and October 1 the team presented the first in the series of the two day seminars in Samara. About 50 local officials, members of local soviets and bankers participated.

The team returned to Samara to present the first in the planned series of joint Peace Corps-Urban Institute/AID regional housing seminars. The seminar went poorly. One Samara volunteer attended the first day; none the second. The total attendance at the two-day seminar was 10 people. Laurence Eubank, head of the Peace Corps western region which includes Samara, telephoned to apologize for the situation in Samara and to pledge better performance in Volgograd and Nizhni-Novgorod.

A two-day seminar on housing allowances and mortgage finance conducted in Nizhni Novgorod by team members Alexander Puzanov, Andrei Suchkov, and Kosareva later in the quarter was more successful. Attendance reached almost 100 on each day. The large turnout is attributable with the volunteers working successfully with the oblast administration.

World Bank/AID Housing Construction Loan

Struyk refined the RFP for the collection of data in the seven cities to be included in the project. In September the RFP was distributed to ten potential bidders and a bidders' conference was held shortly after, on September 21. Proposals were due on October 4.

In response to the RFP for data collection in the seven impact cities, the team received six proposals. The proposals were rated by a panel of three UI staff members. Struyk concluded a round of negotiations with three firms who are likely to do this work. Struyk received a revised set of proposals. Angelici worked on completing biodata forms, representations, and certifications from the three finalists in the RFP for gathering data on the seven cities to be included in the loan.

Kosareva met with Adrienne Nassau and James Follain from the World Bank team. They discussed the organization of the competition for 4 surveys in 7 cities. Kosareva also met with Bob Dubinsky, USAID Consultant, to discuss technical assistance strategies for the World Bank loan.

The UI/Washington contract office prepared letters authorizing the four groups involved to begin work, permitting each group to incur costs up to a specified amount. Struyk and Angelici had several discussions with the contractors for the data collection surveys about the letters signed by the Urban Institute permitting the

firms to begin work. Many firms had questions about specific provisions that had to be referred to Washington. After some confusion and delay most of the questions were resolved with the contracts office of the Urban Institute in Washington. Three of the contractors signed letters and started work. The Urban Institute contract office provided two of the Russian contractors with many pages of questions on their cost proposals. They are working to prepare the answers.

There was a general meeting of all four contractors, Struyk and Angelici, and John Pickard. At the meeting final plans for the various data collection activity methods were made. Struyk and Angelici worked with Tanya Belkina to finalize the list of indicators that will be included for the seven cities in the Housing Indicators portion of the surveys. We also agreed that we would fund Belkina separately to prepare a report giving more detailed instructions on how exactly each indicator was computed for Moscow for 1992 and to hold a one- or two-day seminar for the other contractors instructing them on these procedures.

THE URBAN INSTITUTE
FIFTH QUARTERLY FINANCIAL REPORT (SEPTEMBER 1, 1993 - NOVEMBER 30, 1993)

Shelter Sector Reform Project, Component 1 - Russian Federation and the Municipality of Moscow
 Contract No. CCS-0008-C-00-2055-00 (UI Project 6306, Tasks 01-07)
 Period of Performance: September 1, 1992 - August 31, 1994 (Base Period)

09-Dec-93

05:35 PM

Months Remaining (MR):

9

Category	Contract Budget Base Period (a)	Total Approved Task Orders (b)	Total Pending Task Orders (c)	Total Task Orders d = (b+c)	Budget Ceiling Balance (a-d)	Invoiced Costs as of this quarter: 11.30.93 (Inv. #12) (e)	Billable Costs Remaining in Task Orders f = (d-e)	Estimated Expenditure Next Quarter (12.92-2.94)	Total Project Costs Thru Next Qtr. h = (g+e)
Salaries and Wages	\$837,000	\$527,182	\$116,675	\$643,857	\$193,143	\$380,579	\$263,278	\$105,000	\$485,579
Fringe Benefits	359,000	225,193	50,871	276,064	82,936	160,102	115,962	36,000	196,102
Indirect Costs	401,300	222,778	67,421	290,199	111,101	167,994	122,205	42,000	209,994
Consultants	431,900	201,084	199,627	399,711	32,189	141,954	257,757	96,000	237,954
Subcontracts	168,400	397,661	290,497	688,158	(519,758)	220,397	467,761	125,000	345,397
Training and Seminars	829,300	0	0	0	829,300	0	0	0	0
Equipment	7,300	26,130	0	26,130	(18,830)	16,300	9,830	14,000	30,300
Travel & Logistic Support Costs	1,544,500	530,814	290,052	810,866	733,634	344,372	466,494	175,000	519,372
Other Direct Costs	374,900	324,534	39,234	363,768	11,132	215,814	147,954	90,000	305,814
G&A	569,100	269,159	107,249	376,406	192,694	183,636	192,770	74,701	258,337
Total Estimated Cost	\$5,522,700	\$2,724,534	\$1,150,625	\$3,875,159	1,647,541	1,831,148	2,944,011	\$757,701	\$2,588,849
Fixed Fee	303,748	149,950	63,284	213,134	90,614	100,713	112,421	41,674	142,387
Total Estimated Cost Plus Fee	\$5,826,448	\$2,874,384	\$1,213,909	\$4,088,293	1,738,155	1,931,861	2,156,432	\$799,375	\$2,731,236

*Total obligated funds available
 thru this quarter:* \$4,700,000
*Est. obligated funds available
 As of 3/1/94:* \$1,968,764
Est. monthly burn rate: 266,458
*Mos. covered by
 funds available:* 7.39
Mos. remaining (3/94-8/94): 6

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THE URBAN INSTITUTE**FIFTH QUARTERLY FINANCIAL REPORT (SEPTEMBER 1, 1993 - NOVEMBER 30, 1993)**

Shelter Sector Reform Project, Component 1 - Russian Federation and the Municipality of Moscow

Contract No. CCS-0008-C-00-2055-00 (UI Project 6306, Tasks 01-07)

Period of Performance: September 1, 1992 - August 31, 1994 (Base Period)

APPROVED TASK ORDERS

Task Order No.	1 (A)	2 (A)	3(A)	4(B)	5(C)	6(A)	Total
Category							
Salaries and Wages	\$136,096	\$14,170	\$122,579	\$227,674	\$10,887	\$15,776	\$527,182
Fringe Benefits	55,119	5,739	53,444	99,266	4,746	6,879	225,193
Indirect Costs	60,453	10,035	71,208	65,388	6,272	9,422	222,778
Consultants	43,441	3,841	0	91,241	47,961	14,600	201,084
Subcontracts	0	83,959	0	0	311,302	2,400	397,661
Training and Seminars	0	0	0	0	0	0	0
Equipment	8,000	0	0	18,130	0	0	26,130
Travel & Logistic Support Costs	129,188	52,776	30,455	93,452	70,335	51,978	428,184
Allowances			234	102,396			102,630
Other Direct Costs	82,455	24,010	32,606	157,651	13,384	14,428	324,534
G&A	60,226	17,555	37,884	104,334	35,236	13,923	269,158
Total Estimated Cost	574,978	212,085	348,410	959,532	500,123	129,406	2,724,534
Fixed Fee	31,624	11,665	19,163	52,774	27,507	7,117	149,850
Total Estimated Cost Plus Fee	\$606,602	\$223,750	\$367,573	\$1,012,306	\$527,630	\$136,523	\$2,874,384

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PENDING TASK ORDERS

Task Order No. Category	3(B)	5(D)	5(E)	6(B)	7	Total
Salaries and Wages	\$42,293	\$0	\$3,396	\$9,800	\$61,186	\$116,675
Fringe Benefits	18,440	0	1,481	4,273	26,677	50,871
Indirect Costs	25,469	0	1,517	4,327	36,108	67,421
Consultants	0	(6,638)	81,800	81,494	41,971	198,627
Subcontracts	0	33,300	59,597	197,600	0	290,497
Training and Seminars	0	0	0	0	0	0
Equipment	0	0	0	0	0	0
Travel & Logistic Support Costs	15,019	19,646	92,944	57,757	87,562	272,928
Overseas Allowances	0	0	0	7,124	0	7,124
Other Direct Costs	2,460	(560)	9,133	7,062	21,139	39,234
G&A	12,649	3,284	26,372	31,437	33,506	107,248
Total Estimated Cost	116,330	49,032	276,240	400,874	308,149	1,150,625
Fixed Fee	6,398	2,697	15,193	22,048	16,948	63,284
Total Estimated Cost Plus Fee	\$122,728	\$51,729	\$291,433	\$422,922	\$325,097	\$1,213,909

Summary of Task Orders To Date As of T.O. Modification:				3B										
T.O. No.	End Date	Budget	Status	T.O. Budget	Cumulative T.O. Budget	Balance Contract Budget		Balance Obligated Funds		T.O. LOE	Cumulative T.O. LOE	Balance LOE Ceiling		
						Ceiling	%	%	%			Ceiling	%	
						\$5,826,448		\$4,700,000					4,203.0	
1		\$639,336	Approved							625.0				
1A	2/28/93	(32,734)	Approved							(44.0)				
				\$606,602	\$606,602	5,219,846	90.00%	4,093,398	87.00%	581.0	581.0	3,622.0	86.00%	
2		225,630	Approved							168.0				
2A	2/28/93	(1,880)	Approved							(29.0)				
				223,750	830,352	4,996,096	86.00%	3,869,648	82.00%	139.0	720.0	3,483.0	83.00%	
3		58,434	Approved							91.0				
3A		309,139	Approved							578.0				
3B	3/31/94	122,728	Pending/AID							180.0				
				490,301	1,320,653	4,505,795	77.00%	3,379,347	72.00%	849.0	1,569.0	2,634.0	63.00%	
4		140,835	Approved							108.0				
4A		415,881	Approved							369.0				
4B	3/31/94	455,590	Approved							428.0				
				1,012,306	2,332,959	3,493,489	60.00%	2,367,041	50.00%	905.0	2,474.0	1,729.0	41.00%	
5		42,585	Approved							40.0				
5A		160,745	Approved							157.0				
5B		65,892	Approved							20.0				
5C		258,408	Approved							293.5				
5D		51,729	Pending/AID							9.5				
5E	3/31/94	291,433	Pending/AID							304.5				
				870,792	3,203,751	2,622,697	45.00%	1,496,249	32.00%	824.5	3,298.5	904.5	22.00%	
6		44,414	Approved							47.0				
6A		92,109	Approved							41.0				
6B	12/31/93	422,922	Pending/AID							231.0				
				559,445	3,763,196	2,063,252	35.00%	936,804	20.00%	319.0	3,617.5	585.5	14.00%	
7		325,097	Pending/AID							355.0				
	6/30/94			325,097	4,088,293	1,738,155	30.00%	611,707	13.00%	355.0	3,972.5	230.5	5.00%	

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Summary of Level of Effort Committed To Date:

Task Order No.	1A	2A	3B	4B	5E	6B	7	Total	Ceiling	Balance
<u>Category</u>										
Long-Term Advisors	320.00			905.00		22.00	40.00	1,287.00	1,490.00	203.00
Short-Term Consultants		12.00			440.50	215.00	315.00	982.50	703.00	(279.50)
Subcontractors		43.00			384.00	72.00		499.00	120.00	(379.00)
Home Office Professional Staff	228.00	84.00	730.00					1,042.00	1,300.00	258.00
Contract Management	33.00		119.00			10.00		162.00	520.00	358.00
Training Support Staff								0.00	70.00	70.00
TOTAL	<u>581.00</u>	<u>139.00</u>	<u>849.00</u>	<u>905.00</u>	<u>824.50</u>	<u>319.00</u>	<u>355.00</u>	<u>3,972.50</u>	<u>4,203.00</u>	<u>230.50</u>

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