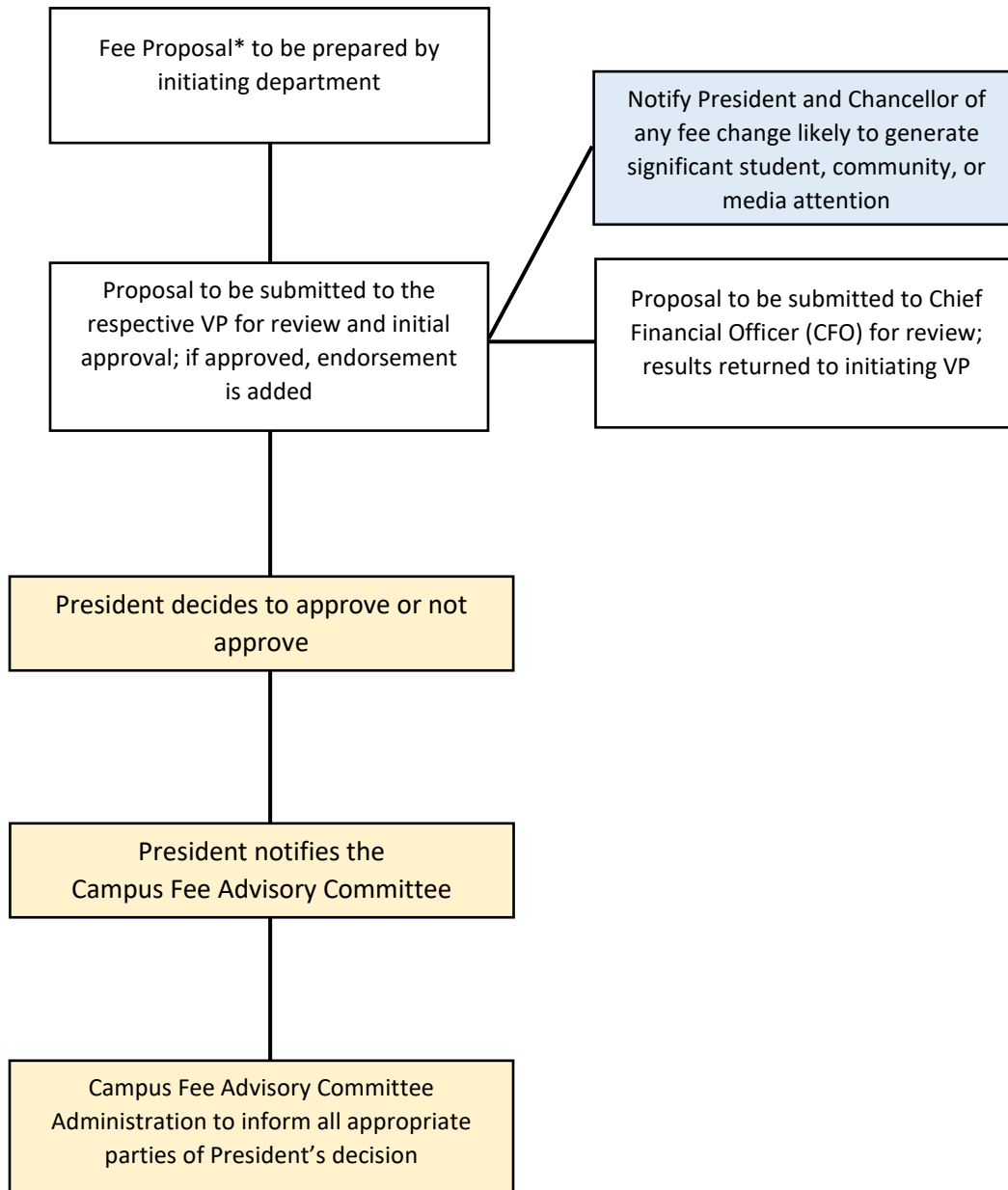


**Appendix E - Approval Process for Category V
Self-Support Administrative Fees and Fines
(Housing & Parking)**



**Fee Proposal shall include:*

[1] Memo initiated from requesting Division to the President, including the reasons the fee or fine is necessary,

[2] Financial overview including 2 years of projected revenues and expenses with 1 year of actual costs