

Exhibit A

**DEPARTMENT OF HIGHER EDUCATION
RENT REDUCTION REPORT**

Institution _____ Date

Prepared By _____ Telephone _____

Facility _____ Unit No. _____

Address _____

Type of Rental: House Apt Mobile Modular

Date and Monthly Rental Value of Current Appraisal _____

NET RENT COMPUTATION

(Refer to Instructions Below)

Application of Rent Reduction Schedule

AGENCY NEED (Check One)	%	_____
<input type="checkbox"/> 50% - Condition of employment		
<input type="checkbox"/> 20% - Not required but advantage in emergency		
<input type="checkbox"/> 10% - Not required but advantage to reduce vandalism		
<input type="checkbox"/> 0% - No need		
INVASION OF PRIVACY (Check One)	%	_____
<input type="checkbox"/> 30% - Invited, used for business		
<input type="checkbox"/> 20% - Not invited but often occurs		
<input type="checkbox"/> 10% - Occasional or seasonal with restrictions		
<input type="checkbox"/> 0% - None		
ISOLATION (Check One)	%	_____
20% - Extreme (More than 50 miles)		
15% - Much (30-50 miles)		
10% - Moderate (10-30 miles)		
0% - None (within 10 miles)		
UNIQUE CONDITIONS (Detail and justify and attach) 0-20%	%	_____
TOTAL RENT REDUCTION FACTOR	%	_____

Fair Rental Value per Month Per Appraisal \$ _____

Less: Total Rent Reduction Factor X Rental Value \$ _____

TOTAL ADJUSTED FAIR RENTAL VALUE \$ _____

ADDITIONS: Include all cost for utilities, services, and other items furnished and paid for by institution whether on a direct or proportional basis. Specify items. If further explanation is needed please attach.

Utilities-----	\$ _____
Services-----	\$ _____
Other-----	\$ _____
Total to add to adjusted value	\$ _____

TOTAL RENTAL RATE \$ _____

Approved by Unit Head _____ Date _____