All applicable adjustments must be set before the Market Comparison Analysis can begin. These Categories and Adjustments will be used to populate rest of the Flat Rent Market Analysis Tool.

Step Three: For each applicable category, input
how much each amenity would adjust the
monthly rent. If the category does not apply,
leave blank.

Step One: Users must assess how much each category of real estate amenity is worth in terms of monthly rent for their estate amenity is wort
particular community.

Amenity: A feature included in the unit that a re when renting an apartment. Referred to as a cat analysis. Any single amenity cannot exceed $25 \%$ the comparable unit. If a cell appears in red, the exceeded the $25 \%$ threshold and requires a writ the justification tab (refer to current flat rent gui


Step Three, Example 2: All adjustments are made in terms of monthly rent. For example, monthly rent for an apartment that includes a parking space might cost $\$ 20$ more per month than an identical apartment with street parking.

Step Three, Example 1: How much more should one expect to pay for an apartment with an inunit washer/dryer than an identical apartment without this amenity?

Disclaimer: Adjustment factors provided in the above instructions are not suggested.

Utility adjustments will be input on the "Utilities Worksheet" tak Worksheet", utility adjustments will be used to populat

Step One: Users must assess how much each utility type is w terms of monthly rent for each applicable bedroom size thei particular community.

Utilities included in Rent

|  | Electric in Rent | Gas in Rent | Water/Sewer in Rent |
| ---: | :---: | :---: | :---: |
| Studio | $\$ 50.00$ | $\$ 30.00$ | $\$ 40.00$ |
| 1 Bedroom | $\$ 52.50$ | $\$ 62.50$ | $\$ 72.50$ |
| 2 Bedroom | $\$ 55.00$ | $\$ 65.00$ | $\$ 75.00$ |
| 3 Bedroom | $\$ 57.50$ | $\$ 67.50$ | $\$ 77.50$ |
| 4 Bedroom | $\$ 60.00$ | $\$ 70.00$ | $\$ 80.00$ |
| 5 Bedroom | $\$ 62.50$ | $\$ 72.50$ | $\$ 82.50$ |
| 6 Bedroom | $\$ 65.00$ | $\$ 75.00$ | $\$ 85.00$ |

Total Utility Allowance

|  | Dollars |
| ---: | :---: |
| Studio | $\$ 80.00$ |
| 1 Bedroom | $\$ 85.00$ |
| 2 Bedroom | $\$ 95.00$ |
| 3 Bedroom | $\$ 100.00$ |
| 4 Bedroom | $\$ 110.00$ |
| 5 Bedroom | $\$ 115.00$ |
| 6 Bedroom | $\$ 120.00$ |

Step Four: Using the Utility Allowan Schedule, input utility allowance am each applicable bedroom size.

If the category does not apply, leave
). Like other amenities included on the "Rent Adjustment e the rest of the Flat Rent Market Analysis Tool.


| Garbage in Rent |
| :---: |
| $\$ 10.00$ |
| $\$ 12.25$ |
| $\$ 14.50$ |
| $\$ 16.75$ |
| $\$ 19.00$ |
| $\$ 21.25$ |
| $\$ 23.50$ |

Step Two: For each utility type, input how much each utility would adjust the monthly rent.

If the category does not apply, leave blank.

Step Three: Because utility consumption will increase as the size of the units increase, include adjustments amount for each applicable bedroom size.

To calculate Proposed Flat Rent per Month, users must fill in all shaded blue boxes for the PHA Subject Property as well as the characteristics of three comparable units in that community.

Office of Public and Indian Housing



Proposed Flat Rent: The yellow cell is the proposed flat rent
for that public housing unit (refers to bedroom size) .

| Category | Adjustment in Dollars |
| ---: | :---: |
| Year Built/Renovated (\$ per year) | $\$ 0.00$ |
| Difference in Area (per 10 SF) | $\$ 0.00$ |
| Extra Half Bath | $\$ 0.00$ |
| Extra Full Bath | $\$ 0.00$ |
| Dishwasher | $\$ 0.00$ |
| Disposal | $\$ 0.00$ |
| Washer/Dryer in Unit | $\$ 0.00$ |
| Laundry Room on Site | $\$ 0.00$ |
| Washer/Dryer Hook-up | $\$ 0.00$ |
| A/C Central | $\$ 0.00$ |
| A/C Thru Wall/Window | $\$ 0.00$ |
| Carpet | $\$ 0.00$ |
| Drapes or Blinds | $\$ 0.00$ |
| Extra Storage | $\$ 0.00$ |
| Fireplace | $\$ 0.00$ |
| Parking | $\$ 0.00$ |
| Pool | $\$ 0.00$ |
| Recreation Area or Fitness Facility | $\$ 0.00$ |
| Club House or Common Area | $\$ 0.00$ |
| Balcony, Terrace, or Patio | $\$ 0.00$ |
| Internet in Rent | $\$ 0.00$ |
| Pest Control in Rent | $\$ 0.00$ |
| PHA write-in (if applicable) | $\$ 0.00$ |
| PHA write-in (if applicable) | $\$ 0.00$ |
| PHA write-in (if applicable) | $\$ 0.00$ |
| PHA write-in (if applicable) | $\$ 0.00$ |
| PHA write-in (if applicable) | $\$ 0.00$ |
| P |  |

Utilities included in Rent - Adjustments in Dollars

|  | Electric in Rent | Gas in Rent | Water/Sewer in <br> Rent |
| ---: | ---: | ---: | :---: |
| Studio |  |  |  |
| 1 Bedroom |  |  |  |
| 2 Bedroom |  |  |  |
| 3 Bedroom |  |  |  |
| 4 Bedroom |  |  |  |
| 5 Bedroom |  |  |  |

## Total Utility Allowance

|  | Utility Allowance |
| ---: | ---: |
| Studio |  |
| 1 Bedroom |  |
| 2 Bedroom |  |
| 3 Bedroom |  |
| 4 Bedroom |  |
| 5 Bedroom |  |
| 6 Bedroom |  |


| Garbage in Rent |
| :--- |
|  |
|  |
|  |
|  |
|  |









## Justifications

Per Notice PIH 2021-27 and subsequent updates, a PHA must provide a local market-related justification in three the tab within the HUD Form 5880. Please refer to the Notice for examples.

Different Bedroom Sizes

- Comparable units should use market comparables of the same bedroom size.
- The justification must include why there are no market rate comparable units for a specific bedroom size in a

Amenity Adjustments Greater than 25\%

- PHAs with any single amenity adjustment that is more than $25 \%$ of the comparable unit's actual rent must in - The justifications must include market specific explanations of how the adjustment was made using local dat

Joint Submissions for Two PHAs
PHAs from neighboring cities or within the same county with a shared executive director can submit a joint fl The justification must include information that explains how there is no substantive difference between the F

## Comparing units with a different number of bedrooms

Comparable units must use market comparables with the same number of bedrooms. If there are no comparable unsubsidi in a local market.

## A single amenity adjustment is greater than 25\% of the total actual rent

PHAs with any single amenity adjustment that is more than $25 \%$ of the comparable unit's actual rent must include a justification that is

## Joint submissions for PHAs with the same executive director

PHAs from neighboring cities or within the same county with a shared executive director can submit a joint flat rent except
tments greater than $25 \%$; and 3 ) joint submissions. PHAs are required to submit any applicable
elopment, a justification must be included explaining why there are no comparable units for a specific n ific explanations of how the adjustment was made using local data.
w there is no substantive difference between the PHA's rental and employment markets.
justification using
umber of bedrooms
$\qquad$


## Flat Rent Market Analysis Summary

| Housing Authority Name | Housing Agency Name |
| ---: | :--- |
| PIC AMP Number | PIC AMP Number |
| Property Name |  |
| Date of Analysis |  |


|  | Proposed Flat Rent (Monthly) |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Studio | 1 Bedroom | 2 Bedroom | 3 Bedroom | 4 Bedroom | 5 Bedroom | 6 Bedroom |
| Flat Rent | \$200 | n/a | n/a | n/a | n/a | n/a | n/a |


|  | FMR Calculation |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Studio | 1 Bedroom | 2 Bedroom | 3 Bedroom | 4 Bedroom | 5 Bedroom | 6 Bedroom |
| FMR | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| $F M R \times 80 \%$ | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Utility Allowance | \$0 | $\mathrm{n} / \mathrm{a}$ | n/a | n/a | n/a | n/a | n /a |
| (FMR $\times 80 \%$ ) - Utility Allowance | \$0 | n/a | n/a | n/a | n/a | n/a | n/a |


|  | Select Other Applicable FMR |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Studio | 1 Bedroom | 2 Bedroom | 3 Bedroom | 4 Bedroom | 5 Bedroom | 6 Bedroom |
| Other Applicable FMR | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| FMR $\times 80 \%$ | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Utility Allowance | \$0 | n/a | n/a | n/a | n/a | n/a | n/a |
| (FMR $\times$ 80\%) - Utility Allowance | \$0 | n/a | n/a | n/a | n/a | n/a | n/a |


|  | Adjustment in Dollars |
| :--- | :--- |
| Year Built/Renovategory |  |
| Difference in Area (per 10 SF) |  |
| Extra Half Bath |  |
| Extra Full Bath |  |
| Dishwasher |  |
| Disposal |  |
| Washer/Dryer in Unit |  |
| Laundry Room |  |
| A/C Central |  |
| A/C Thru Wall/Window |  |
| Carpet |  |
| Drapes or Blinds |  |
| Extra Storage |  |
| Fireplace |  |
| Parking |  |
| Pool |  |
| Recreation Area or Fitness Facility |  |
| Club House or Common Area |  |
| Balcony, Terrace, or Patio |  |
| Cable in Rent |  |
| Internet in Rent |  |
| Electric in Rent |  |
| Gas in Rent |  |
| Water/Sewer in Rent |  |
| Garbage in Rent |  |
| Pest Control in Rent |  |
| PHA write-in (if applicable) |  |
| PHA write-in (if applicable) |  |
| PHA write-in (if applicable) |  |
| PHA write-in (if applicable) |  |
| PHA write-in (if applicable) |  |


| Total Utility Allowance |
| :--- |
| 1 Bedroom |
| 2 Bedroom |
| 3 Bedroom |
| 4 Bedroom |
| 5 Bedroom |
| 6 Bedroom |

