

Exhibit 6-4

Portability Status and Administrative Fees

1. Current Administrative Fees

HUD Regulation 24 CFR 982.152(b)

The PHA ongoing administrative fee is paid for each program unit under HAP contract on the first day of the month. The amount of the ongoing fee is determined by HUD in accordance with Section 8(q)(1) of the 1937 Act (42 U.S. Code 1437f(q)(1)).

AHFC Policy

Effective November 1, 2022:

1. The administrative fee base rate is \$105.54¹ for the HOME Tenant-Based Rental Assistance and Empowering Choice Housing Program.
2. The administrative fee base rate is \$105.54¹ for all other Housing Choice Voucher programs.
3. AHFC will receive 89 percent¹ of that rate or \$93.93 (expected actual rate) for November through December 31, 2022.
4. The portability administrative fee is calculated at 80 percent² of the expected actual rate or \$75.14.

Beginning November 1, 2022 to complete Part I of the Family Portability Information:

- AHFC will list \$93.93 in item 10.
- AHFC will list \$75.14 in item 11.

2. Portability Status

HUD Regulation 24 CFR 982.255(c)(5)

When the portable family requests assistance from the receiving PHA, the receiving PHA must promptly inform the initial PHA whether the receiving PHA will bill the initial PHA for assistance on behalf of the portable family, or will absorb the family into its own program.

AHFC Policy

As of January 20, 2016, AHFC is absorbing all incoming portable vouchers. Upon contact by the family, AHFC will send the Incoming Portability Notice to the initial PHA.

¹ [HUD CY2022 Administrative Fee Rates issued March 31, 2022.](#)

² [HUD CY2022 Portability Administrative Fee Rates issued October 26, 2022.](#)

Numbered Memo

22-35 Exhibit 6-4 Administrative and Portability Fees for 2022