

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 May 1, 2026:

1. The administrative fee base rate is \$130.75¹ for the Making a Home and Empowering Choice Housing Program.
2. The administrative fee base rate is \$130.75 for all other Housing Choice Voucher programs.
3. AHFC will receive 88 percent of that rate of \$107.40 (expected actual rate) for October 1, 2025 – December 31, 2025.
4. The portability administrative fee is calculated at 80 percent² of the expected actual rate or \$85.92.

Beginning May 1, complete Part I of the Family Portability Information:

- AHFC will list \$107.40 in item 10.
- AHFC will list \$85.92 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.

¹ [HUD CY2025 Administrative Fee Rates Issued February 2025.](#)

² [HUD CY2025 Portability Administrative Fee Rates Issued December 2025.](#)



AHFC Policy

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

AHFC may bill special purpose vouchers when the program is fully utilized to accommodate an incoming portable voucher. Upon receipt of the portability packet, AHFC will send the Incoming Portability Notice to the initial PHA.

AHFC is billing the following incoming portability:

1. Emergency Housing Vouchers per [Public and Indian Housing Notice 25-07](#).
2. Veterans Affairs Supporting Housing Vouchers without case management.

Numbered Memo

26-09 Exhibit 6-4 Portability Status and Administrative Fees for 2026