TO: All PHA’s

FROM: Kelli Robinson, Housing Programs Administration Director

AMENDED: May 31, 2023
DATE: May 16, 2023

SUBJECT: Notice of Change in Portability Administrative Fees effective June 1, 2023

Vermont State Housing Authority will bill and pay PHAs using the CY 2023 Admin Fee Rates Tables based on HUD’s Notice on May 11, 2023.

VSHA CY 2023 Column B Rate is $106.48

In accordance with HUD regulations, Vermont State Housing Authority will pay Administrative Fees to receiving Housing Authorities as follows:

- 80% of PHA’s column B Rate: ($106.48 * 80%) = $85.18
- OR
- 100% of Receiving HA’s column B Rate

Whichever is less

Multiplied by current national proration factor (89.5%)

Effective June 1, 2023, Vermont State Housing Authority’s Administrative Fee for outgoing portability tenants will be $76.24.

If we are the receiving housing authority, 89.5% of our Administrative Fee is $95.29.

Please update your records to reflect this change and bill us accordingly.

Sincerely,
Kelli Robinson
Kelli Robinson
Director, Housing Programs Administration
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