



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

PRINCIPAL DEPUTY ASSISTANT SECRETARY
FOR PUBLIC AND INDIAN HOUSING

OCT 14 2015

Dear Executive Director:

Subject: CY 2015 Administrative Fee (Admin Fee) Pro-ration – Housing Choice Voucher (HCV) Program

On behalf of Secretary Castro, and the nearly 2.2 million low-income families assisted by the HCV Program, thank you for the work you do, and your continuous participation in HUD's Housing Choice Voucher Program. The Department is well aware of the effects of the reduced administrative fee proration across the board for housing agencies administering the HCV program. In accordance with the Consolidated and Further Continuing Appropriations Act, 2015 (P.L. 113-235), HUD continues to identify additional funds that can be reprogrammed to HCV ongoing fees, and continues to perform reconciliations of cash advances versus actual earnings to ensure the most effective and accurate allocation of administrative fees across the board.

We are pleased to inform you that HUD has identified additional funds to make available to support ongoing fees for the public housing agencies (PHAs) administering the HCV programs. Consequently, administrative fee advances beginning in November 2015 will rise from the current 79% level to 81%.

Administrative fee reconciliations for non-MTW PHAs through September 2015 will be provided by mid-November and are estimated to be at 81%. The reconciliations for non-MTW PHAs through June 2015 already reflect this increase. For MTW PHAs, the final proration rate for the full CY will be applied to earnings for the entire year when the final reconciliations are completed.

For Admin Fees associated with portability billings please refer to the CY 2015 Admin Fee Rates Description document in the HCV our website, which will be updated to portray this change very shortly. http://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/programs/hcv.

If you have any questions about this message, please do not hesitate to contact the Housing Voucher Financial Management Division at PIH.Financial.Management.Division@hud.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Lourdes", with a long horizontal flourish extending to the right.

Lourdes Castro Ramírez
Principal Deputy Assistant Secretary