



Leominster Housing Authority

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Benjamin Gold
Executive Director

Adam Gautie
Assistant Executive Director

TO: Section 8 Administrators/Bookkeepers Administering Vouchers for Leominster Housing Authority

DATE: April 11, 2022

SUBJECT: Revised Leominster Housing Authority Admin Fee =
88.60 Effective May 1, 2022

Dear Section 8 Administrator/ Bookkeeper:

Please be advised that effective **May 1, 2022**, **Portability Administrative Fee for the Leominster Housing Authority will be \$88.60**. This is the amount that will be payable to your agency as the administrative fee for voucher holders porting to your jurisdiction **unless the receiving PHA admin fee is Lower, then we will use the lower of the two**. This new admin fee will be effective May 1, 2022 and continue until rates are updated again by HUD's Office of Public and Indian Housing.

Admin fee will be \$88.60 (Column B rate of \$125.85 x 80% x 88%)

Please ensure that your accounts receivable is adjusted to reflect receipt of this revision to the admin fee payment from Leominster Housing Authority beginning **May 1, 2022** and bill Leominster Housing Authority accordingly going forward for any Ports you are administering on our behalf.

Sincerely,
Janet Mora,
Director of Leased Housing
Leominster Housing Authority
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