



Commonwealth of Massachusetts  
EXECUTIVE OFFICE OF HOUSING &  
LIVABLE COMMUNITIES

Maura T. Healey, Governor ♦ Kimberley Driscoll, Lieutenant Governor ♦ Edward M. Augustus, Jr., Secretary

**AHVP Program Notice FY25-01**  
**DMHRSP Program Notice FY25-01**  
**MRVP Program Notice FY25-01**

To: LHA and RAA Executive Directors Administering State Rental Assistance  
From: Ben Stone, Undersecretary of Public Housing and Rental Assistance  
Subject: **Administrative Fee Increase Effective August 1, 2024**  
Date: July 18, 2024

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EOHLC is pleased to announce that, effective August 1, 2024, the monthly administrative fee for the Massachusetts Rental Voucher Program (MRVP), Alternative Housing Voucher Program (AHVP), Department of Mental Health Rental Subsidy Program (DMHRSP), and Stable Start will be increased from \$50.00 to \$55.00 per voucher per month. Note that administrative fees for DMHRSP sponsor-based vouchers are paid per client, not per voucher.

The new fee is applicable to **ALL STATE-FUNDED RENTAL VOUCHERS**, including:

- MRVP mobile and project-based vouchers;
- AHVP mobile and project-based vouchers;
- DMHRSP sponsor-based and tenant-based vouchers; and
- Stable Start vouchers.

All subsidies and administrative fees are subject to appropriation and future budget language. Agencies can expect to receive reimbursement at the new rate beginning with their September payments.

When submitting August's actual leasing and subsidy requisitions before August 10, 2024, **agencies do not need to do anything differently when submitting current requisitions.** The system will automatically multiply the number of vouchers you report as leased by \$55 to calculate the administrative fee. Keep the updated amount in mind when requesting retroactive administrative fees in the future.

This change will be effective 7/1/2024 for the LHAs with budget year starting 7/1/24, 10/1/2024, 1/1/2025 and 4/1/2025. LHAs may claim reimbursement at this higher level beginning August 1, 2024 but should reflect in budget submissions for LHA budget years starting on or after July 1, 2024.

I thank you for your continued partnership in administering state rental assistance programs and hope that this increased admin fee will allow your organization to better serve your participants.