



February 28, 2024

Dear Portability Manager,

**Angela Hurlock**  
*Chairperson*

**Matthew Brewer**  
**Luis Gutierrez**  
**Dr. Mildred Harris**  
**Meghan Harte**  
**James Matanky**  
**Debra Parker**  
**Francine Washington**  
*Board of Commissioners*

**Tracey Scott**  
*Chief Executive Officer*

The U.S. Department of Housing and Urban Development (HUD) published CY2024 Administrative Fees and updated [CY2024 Portability Administrative Fee Rates](#).

Effective **March 1, 2024** the new Chicago Housing Authority (IL002) administrative fee is \$79.75.

$(\$105.27 \times 80\% = \$84.22 \times 90\% = \$75.79)$

Submit documents to:

CHA Housing Choice Voucher Program  
Admissions Department – Portability Team  
60 E Van Buren, 9th Floor  
Chicago, IL 60605  
Fax: 312-786-6983  
Email: [portabilityfax@thecha.org](mailto:portabilityfax@thecha.org) (New Moves)  
[hcvportability@thecha.org](mailto:hcvportability@thecha.org) (Billing)

Sincerely,

Cassandra Hudson  
HCV Financial Compliance Manager  
Chicago Housing Authority  
Housing Choice Voucher Program