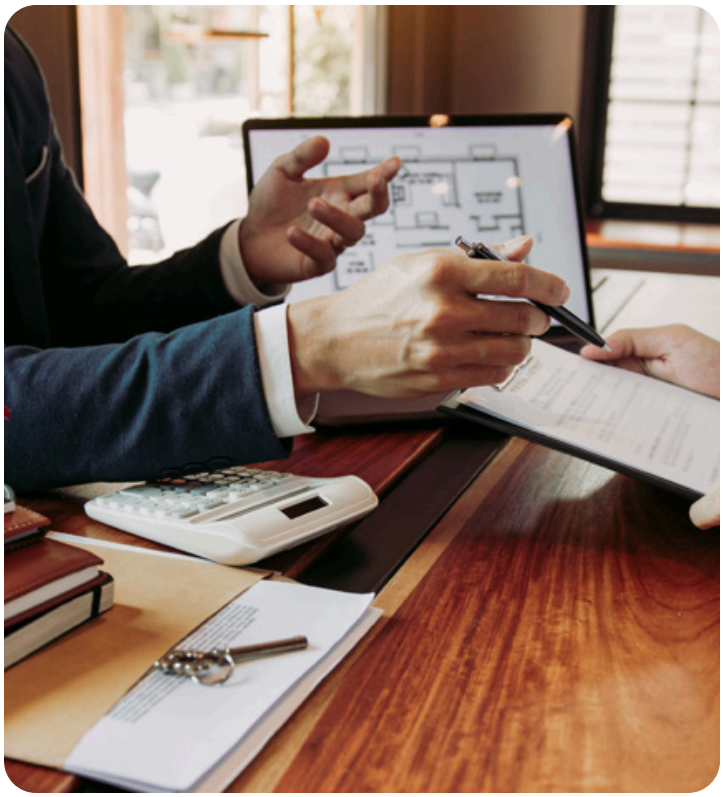




HOUSING CHOICE VOUCHER PROGRAM

Partner with PHA. Rent to Voucher Holders.

Reliable monthly payments, a steady pool of renters, and a dedicated team to support owners every step of the way.

Owner Brochure · November 2026

PHILADELPHIA HOUSING AUTHORITY
OPENING DOORS TO OPPORTUNITIES

HCV Owner Services
hcvlandlords@pha.phila.gov
pha.phila.gov

FOR PROPERTY OWNERS

Why Partner with PHA

What owners receive in the HCV program

Reliable monthly payments

PHA's portion of the rent is generally deposited directly to the owner's bank account on the first of every month. Owners collect only the tenant's share, if any.

Protection if income drops

If an HCV tenant's income goes down, PHA's portion of the rent can increase once the change is reported and processed.

Ready renters, low vacancy

Voucher holders across Philadelphia are searching for homes on affordablehousing.com, PHA's partner website.

Reduced turnover

The initial lease term is two years, and HCV tenants stay in their units for over seven years on average.

Competitive rents

Payment standards are based on HUD's Small Area Fair Market Rents by ZIP code.

Online leasing

RFTAs, HAP contracts, leases, inspections and payments are handled online in the Owner Portal.

Dedicated support

A team of housing professionals focused on owner customer service needs.

Owner Assurance Fund

Designed to protect property owners from unexpected damages above normal wear and tear.

LIST UNITS EFFECTIVELY

Scan to watch a short video on affordablehousing.com's features, including how to list properties most effectively.

FOR PROPERTY OWNERS

Get Started in Five Steps

Voucher holders are searching for homes and are ready to move

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1

Complete Owner Certification Training

Register for PHA's free HCV Owner Certification Training to receive a PHA Owner Certificate.

2

Set up an Owner Portal account

Visit the How to Become an HCV Landlord page at pha.phila.gov to set up an account at **pha.hcvportal.org** and submit the new owner application and documents online.

3

Receive an Owner ID

Once the application is received, PHA creates an Owner Account and Owner ID with full access to the Owner Portal.

4

Advertise available units

List units on PHA's partner website, **affordablehousing.com**, where voucher holders search for homes.

5

Select a tenant and submit the RFTA

Submit the Request for Tenancy Approval (RFTA) through the Owner Portal. The RFTA video on the Upload My RFTA page helps avoid delays. Once the owner agrees to the rent, PHA sets a lease signing date and sends the HAP Contract through the Owner Portal. The owner signs it and returns the signed lease through the portal before HAP payments begin.

Moves Tracker

Track each step of the leasing process in the Owner Portal, all the way to the first HAP payment.

1	2	3	4	5	6	7	8	9
Owner Eligibility Certification	Scheduling Inspection	Awaiting / Performing Inspection	Determining Rent	Awaiting Rent Acceptance	Rent Accepted, Sent to Leasing	HAP Contract Sent to Owner	Contract Received	Contract Approved

FOR PROPERTY OWNERS

Owner Support & Resources

Training, walk-in hours, and the Owner Portal

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OWNER CERTIFICATION TRAINING

Required to rent to a voucher holder. Free, virtual sessions every **Tuesday, 10 am to 12 pm**, led by PHA staff. Covers how the program works, owner rights and responsibilities, and doing business with PHA.

OWNER BRIEFING SESSIONS

In person every **Wednesday, 5 to 6 pm** at PHA Headquarters, 2013 Ridge Ave, Philadelphia, PA.

OWNER WALK-IN HOURS

Every **Wednesday, 3 to 5 pm** at PHA Headquarters. Staff can assist with:

- Owner Portal walk through
- Uploading leases
- New owner application reviews
- Payment questions

HCV OWNER SERVICES

A dedicated team responds to owner inquiries within **2 business days**.

hcvlandlords@pha.phila.gov

Sharon Robinson, HCV Owner Liaison, for escalated concerns: 215-684-3875

The Owner Portal · pha.hcvportal.org

24/7 access from any device to manage an entire portfolio of HCV units:

- Payment ledgers
- Inspection results and photos
- Tenant listings with rent breakdowns
- RFTA and lease uploads, HAP Contract signing
- Rent increase requests
- Owner resources, including the Payment Standard Schedule



INSPECTIONS

Pre-inspections: owners with a vacant unit ready to rent can request a pre-inspection before selecting a tenant, so the unit moves straight to rent negotiation once a voucher holder is selected. **Self-service:** request re-inspections and extensions, and submit photos of completed repairs, through the Owner Portal.

Payment Standard Schedule

Effective November 1, 2026

The **payment standard** is the maximum amount of rent plus utilities PHA uses to calculate the housing assistance payment. Payment standards are based on HUD's Small Area Fair Market Rents and grouped by ZIP code.

Payment standards by voucher size

Group / Type	SRO	0	1	2	3	4	5	6	7	8
1 Basic Rents	$897	$1,196	$1,299	$1,552	$1,851	$2,035	$2,340	$2,646	$2,950	$3,256
2 Traditional Rents	$991	$1,322	$1,437	$1,713	$2,046	$2,254	$2,592	$2,930	$3,268	$3,606
3 Mid Range Rents	$1,060	$1,414	$1,529	$1,828	$2,173	$2,403	$2,763	$3,124	$3,484	$3,845
4 Opportunity Rents	$1,278	$1,704	$1,848	$2,208	$2,628	$2,904	$3,339	$3,775	$4,210	$4,646
5 High Opportunity Rents	$1,584	$2,112	$2,280	$2,724	$3,240	$3,576	$4,112	$4,648	$5,185	$5,721

SRO (single room occupancy) payment standard is 75% of the 0 bedroom payment standard.

Find the group by ZIP code

1 Basic Rents	19124 19126 19132 19133 19141
2 Traditional Rents	19134 19139 19140 19151
3 Mid Range Rents	19101 19105 19109 19110 19111 19112 19114 19115 19116 19119 19120 19121 19122 19135 19136 19137 19138 19142 19143 19144 19145 19150 19152 19153
4 Opportunity Rents	19104 19128 19129 19131 19148 19149 19154
5 High Opportunity Rents	19102 19103 19106 19107 19118 19123 19125 19127 19130 19146 19147

The full schedule and ZIP code map are always available in the Resources section of the Owner Portal and at pha.phila.gov.

FOR PROPERTY OWNERS

How Rent Is Determined

New leases, rent reasonableness, and rent increases

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NEW LEASES & MOVES

New payment standards apply to new leases and moves. PHA uses the lower of the voucher size or the unit's bedroom size.

RENT REASONABLENESS

Rent must be reasonable compared with similar unassisted units nearby. Owners may accept or decline PHA's rent offer.

UTILITIES

Payment standards cover rent plus the utility allowance for any utilities paid by the tenant. See the Utility Allowance page at pha.phila.gov for the schedule.

Rent increases for current tenancies

Every 2 years

Owners may request a rent increase after the initial two year lease term, then every two years, not when new payment standards are published.

Owner Portal

Submit 90 to 120 days before the lease anniversary. Example: for a May 1, 2027 anniversary, submit January 1 to January 31, 2027.

PHA reviews

Rent must be reasonable, as PHA will review current market rents near the unit. New payment standards are used in the review. Approval is not guaranteed.

Lease anniversary is the first of the month the lease began. A lease signed in May has a May 1 anniversary.



QUESTIONS?

Contact the HCV Owner Services Team at **hcvlandlords@pha.phila.gov** or HCV Customer Support.

215-684-4300

pha.phila.gov · pha.hcvportal.org