



HOW TO DETERMINE THE PAYMENT STANDARD (MAXIMUM PAYMENT) FOR YOUR UNIT Effective October 1, 2021

1. First, determine the census tract of your unit by visiting [US Census Bureau Address Search Tool](#) and entering the unit address. Please be sure to enter the full street address. Also, please be sure that “Public_AR_Current” is selected in the Benchmark field and the “Current_Current” is selected in the Vintage field. Select “Get Results”.

United States Census Bureau

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Search

FIND LOCATIONS

- One Line Address Processing
- Parsed Address Processing
- Batch Address Processing

FIND GEOGRAPHIES

- One Line Address Processing
- Parsed Address Processing
- Batch Address Processing
- Geographic Coordinates

Find Address Geographies

House number & Street name : 940 Pelham St. NW

City : Atlanta

State : Georgia

ZIP Code : 30318

Benchmark : Public_AR_Current

Vintage : Current_Current

Get Results

2. Locate the census tract for your unit amongst the information that is returned. The census tract will be located at the very bottom of the page. For this particular example, the census tract is 23.

Census Tracts:

STATE CODE: 13

GEOID: 13121002300

CENTLAT: +33.7672497

COUNTY CODE: 121

AREAWATER: 0

NAME: Census Tract 23

CENTLON: -084.4186374

TRACT CODE: 002300

AREALAND: 1129111

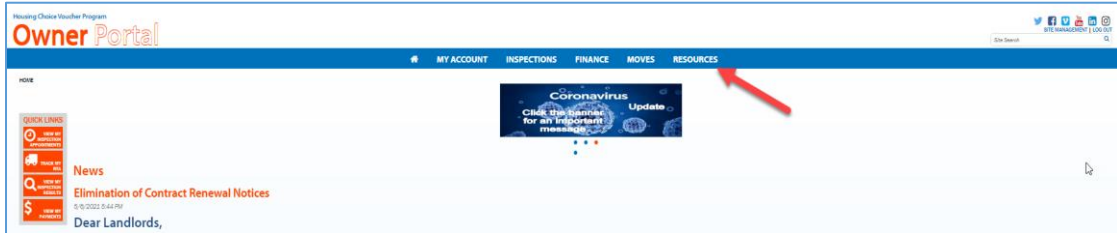
3. Now, you need to access the Microsoft Excel Payment Standards Lookup Tool, which is located on the Property Owner Portal. To access this tool, login to the portal and click the Resources tab at the top of the page.

PLEASE NOTE: This tool does not determine whether the subject unit is eligible to participate on AH’s Housing Choice Voucher Program (HCVP). AH staff determines unit eligibility when processing the Request for Tenancy Approval (RTA). Also, this tool does not validate that the subject unit is located within AH’s jurisdiction in that some census tracts cross over into the jurisdictions of other housing authorities. The taxes for the subject unit must be paid to the City of Atlanta in order for the unit to be considered to be within AH’s jurisdiction. Additionally, please understand that the contract rent for the unit is determined based on the composition of the tenant’s family (voucher size), which should be equivalent to the number of bedrooms in the unit.

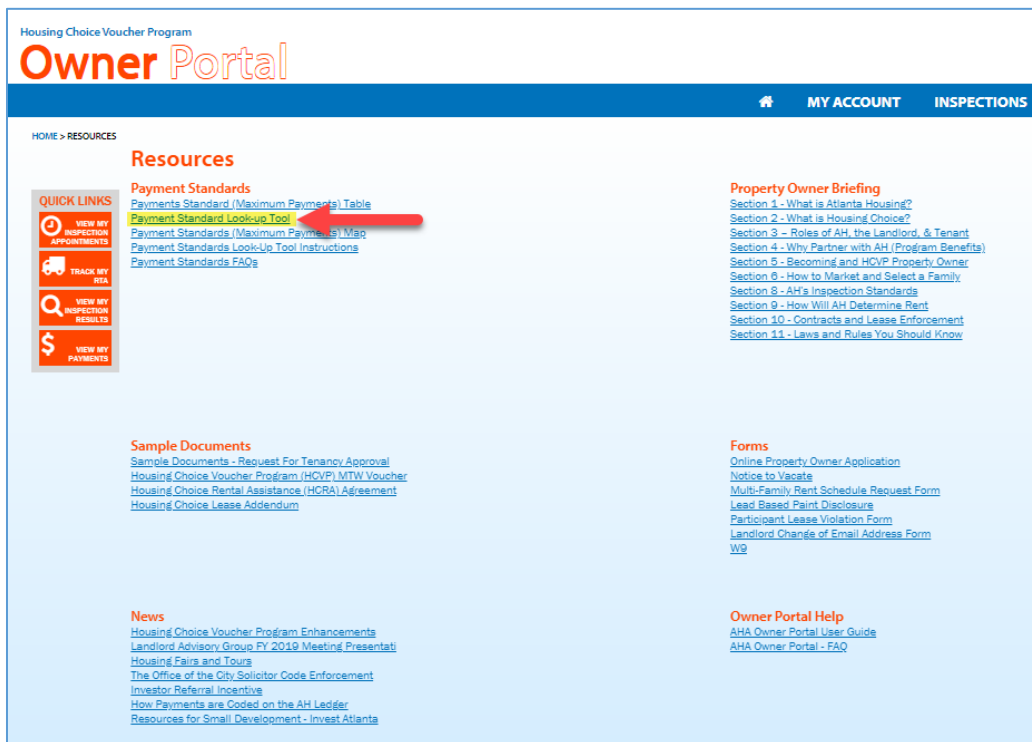


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4. The Payment Standards documents are located on the top left corner of the screen. Click on Payment Standards Look-up Tool to access the document.



5. Input the census tract that you obtained by selecting the appropriate census tract from the drop-down list of values. This is done by clicking on the arrow as pointed out in the screenshot below.

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	A	B	C
1	Select by Census Tract		
2	INPUT Census Tract	23	
3	INPUT BR Count	3-BR	
4	OUTPUT Payment Standard	\$2,850	
5	OUTPUT Submarket	C22	

6. Input the bedroom count for your unit by selecting the appropriate bedroom count from the drop-down list of values. This is done by clicking on the arrow as pointed out in the screenshot below.

	A	B	C
1	Select by Census Tract		
2	INPUT Census Tract	23	
3	INPUT BR Count	3-BR	
4	OUTPUT Payment Standard	\$2,850	
5	OUTPUT Submarket	C22	

7. The Payment Standard and Submarket will populate automatically.

	A	B	C	D
1	Select by Census Tract			
2	INPUT Census Tract	23		
3	INPUT BR Count	3-BR		
4	OUTPUT Payment Standard	\$2,850		
5	OUTPUT Submarket	C22		

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