



# Tacoma Housing Authority

## THA Project-Based Voucher Rent & Subsidy Calculations (Rental Assistance Managed)

Revised May 18, 2026

### Calculating Tenant Rent

**Total Tenant Payment (TTP)** is the amount a tenant is expected to pay for rent and utilities based on the tenant's income. THA sets TTP as the highest of the following amounts, rounded to the nearest dollar: (1) 28.5% of the lower edge of the tiered rent income band or (2) minimum rent.

For example, a tenant with an annual adjusted income of \$22,000 would fall in the \$20,000 - \$24,999 tier. To calculate their TTP, THA uses the lowest income in the tier (\$20,000), divided by 12 to determine their monthly adjusted income (\$1,667), then multiplies it by .285. Their monthly TTP is \$475.

THA uses three **Tiered TTP schedules** to calculate the tenant's rent to owner (See [Appendix A](#)). This amount is based on their adjusted annual income and which utilities, if any, a tenant is responsible for. The **Utility Allowance (UA)** is an estimate of reasonable, monthly, tenant-paid utility costs, used to reduce the tenant's rent contribution. THA has established standardized UAs based on the bedroom count.<sup>1</sup> For assigning the utility allowance, the bedroom count is the unit's actual bedrooms. When a tenant is responsible for tenant-paid utilities, THA subtracts the utility allowance amount from the tenant's TTP. The remaining amount is what the tenant is responsible for paying to the landlord.

For example, if the utility allowance for a 2bdrm is \$81, our example tenant rents a 2bdrm unit for \$1,500 and they are responsible for electricity (landlord pays water & sewer); they would pay \$394 in rent to the landlord ( $\$475 - \$81$ )<sup>2</sup>.

If the landlord pays all utilities, then the UA is \$0. The tenant's entire TTP (\$475) would go towards their rent payment to the landlord ( $\$475 \text{ TTP} - \$0 \text{ UA} = \$475$ ).

The **Payment Standard** is the maximum monthly subsidy payment a Public Housing Authority (PHA) can provide for a unit. It covers gross rent (rent + utilities) and determines the maximum housing assistance payment (HAP) for voucher holders. THA has set the **Maximum Subsidy** it will pay out to the landlord as the Payment Standard minus the Utility Allowance. The tenant's TTP is applied first to the utilities (if a tenant is responsible for utilities) and the remaining portion is applied to the tenant's rent to owner. **THA does not split the HAP between rent and utilities, nor does THA issue utility reimbursements.** (See [Appendix B](#) for THA's Payment Standards).

<sup>1</sup> [THA's 2011 MTW Plan](#)

<sup>2</sup> The utility allowance amount of \$81 in this example is retained by the tenant and is expected to be used to pay for tenant-responsible utilities.

THA's **Housing Assistance Payment (HAP)** for Project-Based Vouchers is equal to the lesser of the Payment Standard or Gross Rent (contract rent and utility allowance) minus the family's TTP (tenant rent + UA).

Example:

**Payment Standard** (\$1,743)

**Gross Rent** (\$1500)

**Lower of Payment Standard & Gross Rent** (\$1500) – **TTP** (\$475) = **\$1025 HAP**

## Calculating Tenant Rent for Minimum Rent Households

PHAs set **minimum rents**, requiring that tenants make some contribution to their housing. A tenant is required to pay minimum rent when TTP - UA falls below the lowest rent amount set by the PHA.

THA requires that senior and disabled households<sup>3</sup> pay a minimum rent of \$25. Tenants that are not senior or disabled, as defined by THA, have a minimum rent of \$75.<sup>4</sup>

Appendix A: THA Payment Standards, Utility Allowance, Income Bands and Tier Rent Charts:

<https://www.tacomahousing.org/resources/tiered-rent-schedule/>

Appendix B: Payment Standards

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<sup>3</sup> To qualify as a senior or disabled household for the purpose of rent calculations, the tenant's income must be 90% fixed income.

<sup>4</sup> THA developed a hardship policy designed to assist tenants who found themselves unable to pay THA's minimum rents. (See 2011 Moving to Work Plan (Amended 2011-10-30)).