

CITY OF TYLER NEIGHBORHOOD SERVICES TO OPEN HOUSING CHOICE VOUCHER PROGRAM WAITING LIST

The City of Tyler Housing Agency will begin accepting applications **ONLINE** for its Housing Choice Voucher Program Waiting List from applicants who live or work in Smith County on Tuesday, June 24, 2025, beginning at 7:00 a.m. and ending Thursday, June 26, 2025, at 6:00 p.m. The Housing Choice Voucher program is the federal government's primary program for low-income families to lease safe, decent and affordable privately owned rental housing. Preferences will be given to applicants who live or work in Smith County, are elderly and or Disabled Head of Household, Spouse, and/or Co-Head individuals - ages 62 (sixty-two) and older, in addition to Veterans who have been honorably discharged and have the proper documentation to validate veteran status. **Applications must be submitted online ONLY at <https://waitlistcheck.com/TX165-4552>. Prior to applying, all applicants must have or create an email address.** Neighborhood Services has collaborated with Tyler Parks and Recreation to assist individuals who may not have computers, smartphones, or internet access. Computers, internet access, and onsite assistance will be available at the Rose Garden Center, located at 420 Rose Park Dr., Tyler, Texas 75702, Tuesday, June 24, 2025, through Thursday, June 26, 2025, between the hours of 9:00 a.m. and 5:00 p.m.

Applicants who need assistance completing the application due to disability can request a reasonable accommodation to the City of Tyler Housing Agency by calling (903) 531-1303. Status information regarding placement on the list will be made after the application process closes and made available online on Monday, June 30, 2025. Specific instructions regarding obtaining status information will be provided during the online application process. **Applications can only be provided online. No applications will be provided at the Neighborhood Services Office. Applicants must apply during the open intake period.** Due to limited funding availability, applications will be selected and ordered using a computer-generated random system for 2,000 available slots. **Not all applicants will be placed on the waiting list.** Randomly selecting the applications received for placement on the waiting list will ensure all applicants have an equal opportunity. When applicants apply online, receipt of specific times and dates during the open application process **does not** determine whether an application will be selected for the waiting list. **All applicants are expected to have the required eligibility documents and supporting documentation available at the time of application.** If selected, applicants must submit all eligibility documents and supporting documentation. Once eligibility is confirmed, all applicants must attend a Housing Choice Voucher Program orientation/ briefing before issuing vouchers.

The random, computer-generated selection of applicants will be performed after the online application process closes on June 26, 2025, and made available online on Monday, June 30, 2025.

On or after June 30, 2025, applicants can access www.assistancecheck.com and/or www.waitlistcheck.com to view the status of their application.

- An **active** status indicates placement on the City of Tyler's Housing Choice Voucher Waiting List.
- An **inactive** status indicates non-placement on the City of Tyler's Housing Choice Voucher Waiting List and must reapply when the application process reopens in the future.

APPLICANTS ARE REMINDED THAT APPLICATIONS WILL NOT BE PROVIDED OR ACCEPTED IN PERSON.

For questions, please contact Neighborhood Services at (903) 531-1303.

