

WAITLIST FREQUENTLY ASKED QUESTIONS

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1. When is the waiting list going to open?

Decatur Housing Authority's (DHA's) Public Housing and Project Based Rental Assistance programs waiting list will be open from September 25, 2017 (12:01am), until October 2, 2017 (11:59pm).

2. How long after applying will I receive assistance?

It may take up to five years. We cannot select from the wait lists until we have vacancies to fill.

3. Where do I apply?

Apply from anywhere at any time during the waitlist opening by going to website <https://decaturhousing.org>

If an applicant need reasonable accommodation to complete the pre-application, they can call the Waiting List Hotline at (404) 270-2130 or (404) 270-2131 Monday-Friday from 8:30 am until 4:30 pm ET. If an applicant is hearing or speech impaired, they can call 7-1-1 for further assistance.

4. How do I apply?

You can use a personal computer, public computer, tablet or your smart phone with internet to access the waitlist pre-application. See the Public Notice for a list of public computers.

If an applicant need reasonable accommodation to complete the pre-application, they can call the Waiting List Hotline at (404) 270-2130 or (404) 270-2131 Monday-Friday from 8:30 am until 4:30 pm ET. If an applicant is hearing or speech impaired, they can call 7-1-1 for further assistance.

5. I am elderly, or disabled, or have limited English proficiency and require accommodation.

For reasonable accommodations for persons with disabilities in braille, large print, additional time, or translation for persons speaking another language, please contact Sharon Thomas at (404) 270-2130 or email Sharon at slt@decaturha.org, or Kawalski Washington at (404) 270-2131 or email Kawalski at ktw@decaturha.org or call the Front Desk at (404) 270-2100; or TDD/TYY 1-800-545-1833 Ext. 852.

6. What if I don't have a computer?

Applications can be completed on any computer, tablet, or smartphone with Internet access. Public computers are also available at Public Libraries.

Dekalb County Public Library

215 Sycamore Street,
Decatur, GA 30030

Toco Hills-Avis G Williams Library

1282 McConnell Drive
Decatur, GA 30033

Clarkston Library

951 N. Indian Creek Drive
Clarkston, GA 30021

Dekalb County Public Library

3519 Church Street
Clarkston, GA 30021

Redan Trotti Library

1569 Wellborn Road
Lithonia, GA 30058

Hairston Crossing Library

4911 Redan Road
Stone Mountain, GA 3088

7. What will the process consist of when applying? Do I need to print anything?

It is recommended that you print the confirmation page. Note that if you provided a valid email address a confirmation email with the same information will be emailed to that address.

8. Can I fill out a paper application?

Paper applications are not available. Pre-applications to be put on the wait list can only be completed online.

For reasonable accommodations for persons with disabilities in braille, large print, additional time, or translation for persons speaking another language, please contact Sharon Thomas at (404) 270-2130 or email Sharon at slt@decaturha.org, or Kawalski Washington at (404) 270-2131 or email Kawalski at ktw@decaturha.org or call the Front Desk at (404) 270-2100; or TDD/TYY 1-800-545-1833 Ext. 852.

9. Is there anyone available to help fill out the application?

If an applicant need reasonable accommodation to complete the pre-application, they can call the Waiting List Hotline at (404) 270-2130 Monday-Friday from 8:30 am until 4:30 pm ET. If an applicant is hearing or speech impaired, they can call 7-1-1 for further assistance.

10. What do I need to have when I apply?

Full names, social security #'s (if applicable), and birth dates for all household members and the household GROSS income from all sources and all family members. If a family member does not have a social security number, you can leave that blank.

11. Do you have to be a citizen (legal) to apply?

Anyone can apply, but someone in your household must have legal residency. This will be confirmed when your name is pulled from the wait list.

12. How will I know I am on the waitlist?

Call 404-270-2116 to Check Wait List Status

The Check Wait List Status phone number is only for confirmation of being on the wait list. It has nothing to do with approval for housing. Your active status ranking, and waitlist program will be reported if a record is found based on the entry of your Social Security Number (SSN). Please read the "Maintaining Your Status on the Waitlist" information on this same page.

The Interactive Voice Response System will prompt the caller to choose an option.

- Choose option 2
- then enter your, Social Security Number

How do I stay on the waitlist?

You will be notified by mail when your name comes to the top of the waitlist or if we are updating our files. If you do not respond to our notifications, requests for information, or if your letter is returned from the U.S. Postal Service, your name will be removed from the waitlist.

If you have a change of address, contact information, income, and/or household composition you must notify the Decatur Housing Authority immediately, in writing of the change.