

# Waiting List

## Why is there a waiting list?

Unfortunately there are approximately ten times more people in need of housing assistance than the Federal government provides funds to serve. Funds are limited so the number of households that can be assisted is limited. The Vacaville & Solano County Housing Authorities are allocated funds to provide assistance to a set number of families. Names are taken from the waiting list as additional funds are allocated or as people currently being assisted leave the program.

## What happens after I complete my application?

All applications will be sorted, prioritized and assigned a number. Households wait until their name reaches the top of the waiting list. As vouchers become available, households at the top of the list will be contacted by mail. You must notify the Housing Authority of address changes.

## How are applications prioritized?

Priority is based on the preferences you check on your application. The more preferences you meet, the closer your number will be to the top of the waiting list (keep in mind that you must provide proof that you meet these preferences when your name reaches the top of the list).

## What if I am not a resident of Vacaville?

A preference is given to those on the Vacaville waiting list who live or work within Vacaville city limits. If you do not live or work within Vacaville city limits you may want to also contact the Housing Authority that serves your area.

## What if I am not a resident of Solano County?

A preference is given to those on the Solano County waiting list who live or work within the unincorporated areas of Solano County and the cities of Dixon and Rio Vista. If you do not live or work within these areas you may want to also contact the Housing Authority that serves your area.

## What if there are changes in my household while I'm on the waiting list?

It is your responsibility to keep your application current. You must complete an Application Update Form if there are changes in your household; we cannot accept any information by phone. Remember we must have your current address at all times since all correspondence is by mail only. If the VHA/SCHA attempts to contact you by mail and you do not respond, your name will be dropped from the waiting list.

## How do I find out where I am on the waiting list?

You may call our automated wait list service, available in English and Spanish to check your position on the waiting list. You must have a touch-tone phone to use this service and be sure to have your Social Security number handy when you place the call. All changes are updated on the first of every month. Call: (800) 759-7159 for Vacaville Housing Authority waiting list or Solano County Housing Authority waiting list

## How long will I have to wait?

Unfortunately we are unable to determine the length of time you will have to wait before your name reaches the top of the list. Names are taken from the waiting list as those currently being assisted leave the program and if new funds become available. New funds are not received on a regular basis and we do not know when funding will be available.

### **My friend turned in her application after I did but she is ahead of me on the waiting list. Why?**

The family that submitted the application first will be given priority only if both families meet the same preferences.

### **Why did my number go up?**

This will happen for one of two reasons:

- When filling out an Update Form the preferences you checked were not the same ones you checked on your previous application or application update (example: you moved to another city, you stopped working, or you may have forgotten to check something).
- Other people's updates may place them ahead of you. If a family that submitted an application before you now meets the same preferences as you, they will be placed ahead of you.

### **When can I apply?**

You may only apply during an open application period. There are no exceptions. We can put your name and address on an interest card but this will not place you on the waiting list. We will use the information on the interest card to mail an application directly to you when applications are being accepted. Only completing the application and returning it before the deadline will place you on the waiting list.

**REMEMBER** - It is your responsibility to inform the VHA/SCHA of changes in address, family composition or preferences. If the VHA/SCHA is not able to reach you by mail, your name will be dropped from the waiting list.