



The Housing Choice Voucher Program is administered through the City of Wichita Falls Housing Division. This program is for low-income families, handicapped, disabled persons, or families employed for 90 days. The purpose of the program is to provide decent, safe, and sanitary housing for lower income people.

### Eligibility Requirements

- Your family income cannot exceed the established guidelines for family size and monthly/annual income. (See chart)
- You must be a citizen of the United States.
- You cannot owe any debts to the City of Wichita Falls, any Housing Authority or any subsidized housing complex.
- You or any member of your household may not have been arrested for any violent felony criminal activity or any drug arrests in the prior three years.
- You or any member of your household cannot be listed as a registered sex offender in any state.



### Eligible Family Income Limits

Family Size	Monthly Income	Annual Income
1	\$2,337	\$28,050
2	\$2,670	\$32,050
3	\$3,004	\$36,050
4	\$3,337	\$40,050
5	\$3,608	\$43,300
6	\$3,875	\$46,500
7	\$4,141	\$49,700
8	\$4,408	\$52,900

### How Do I Apply For Section 8?

You may pick up an application at the Housing Office at any time; however, applications are **only** accepted every **Tuesday** between the hours of **8:00-5:00** at the Housing Office in Room 301 of Memorial Auditorium located at 1300 7<sup>th</sup> Street.

Applicants are then placed on a waiting list of 6-18 months. Placement on the waiting list is by date and time of the application.

### Application Process

When you come to the Housing Office to fill out the application, you must have the date of birth and Social



Security numbers for every person you list on your application.

### Updating The Application



Housing Office  
(940) 761-7454

You ***must*** continue to update your application every 90 days (even if there are no changes) until you are notified by mail that your name has moved to the top of the waiting list. **Failure to update will result in the removal of your name from the waiting list.**

Please do not call to ask what number you are on the waiting list. The waiting list averages 300-500 names and changes weekly due to applicants coming on or going off the list.

### Changes

Any change to your application must be made **in person & in writing** at the Housing Office. You will need to be sure your address and family size are current at all times. Our contact with you about your status on the waiting list will be made by mail, so it is important we have your current mailing address.



### What Type Of Housing Is There?

The Housing Choice Voucher Program does not offer temporary emergency housing. When you are accepted on the program, you will be eligible to rent a house, mobile home, duplex, or an apartment.

### Where Can I Live?

Any available unit in Wichita County is eligible as long as the landlord is willing to accept Housing Choice Vouchers and the unit can pass Housing Quality Standards.

### How Is My Rent Calculated?

Basically, your rent is figured at 30% - 40% of your monthly income after allowable deductions.

### What Are Allowable Deductions?

Deductions are granted for:

- ❖ Each child under 18 years old
- ❖ Child care costs
- ❖ Elderly, Disabled, Handicapped families are allowed deductions for:
  - Medical Supplemental Insurance other than Medicare/Medicaid.
  - Prescription drugs and medical bills that you pay



**Housing Division**  
**City of Wichita Falls**  
**1300 7th Street**  
**Room 301**  
**P.O. Box 1431**  
**Wichita Falls, TX 76307**

### Telephone

(940) 761-7454  
 Fax (940) 761-7999

### Office Hours

8:00 a.m. to 5:00 p.m.  
 Monday – Friday



Updated May: 2023



# Housing Choice Voucher Program



A Rental Assistance Program  
 offered through the  
 City of Wichita Falls  
 Housing Division

Additional Information is available at:

[www.wichitafallstx.gov](http://www.wichitafallstx.gov)