



Regulatory & Housing Compliance Department

901 N. Broadway • Knoxville, TN 37917-6699
865.403.1100 • Fax 865.594.0266
800.848.0298 (Tennessee Relay Center)
www.kcdc.org

Knoxville's Community Development Corporation (KCDC) is a public agency that provides affordable housing to eligible families, elderly/disabled households and single persons. KCDC does not discriminate against applicants or tenants based on race, creed, color, religion, sex/gender, national origin, disability, familial status, marital status or sexual orientation. Under applicable law, KCDC provides "reasonable accommodations" to applicants or tenants if they or any household members have a disability or handicap and if the accommodation is reasonable and necessary to provide an equal opportunity to use and enjoy housing.

A reasonable accommodation is a modification or change KCDC can make to its properties or procedures that will assist an otherwise eligible applicant or tenant with a disability to take advantage of KCDC's programs, provided the change does not pose an undue financial and/or administrative burden or require a fundamental change in its program. A reasonable accommodation may also include providing appropriate auxiliary aid(s) to an individual with a disability where such assistance is necessary to enable effective communication.

Examples of reasonable accommodation may include, but are not limited to the following:

- Installing flashing light (strobe) smoke detectors in an apartment for an individual with a hearing-impaired member;
- Making a reader available to a vision-impaired individual;
- Providing a sign language interpreter available to a hearing-impaired individual; and
- Permitting an outside agency to assist an individual with a disability to meet KCDC's screening criteria.

A household member with a disability must still be able to meet essential obligations of tenancy (pay rent as required, care for their apartment, report required information to KCDC, and avoid disturbance of neighbors, etc.). This requirement takes into consideration whether any requested reasonable accommodation would permit the member to be considered eligible.

If you or a family member of your household has a disability and believe you may need a reasonable accommodation, you may request it in writing at any time during the application process or after admission – this is up to you. If you would prefer not to discuss your situation with KCDC, that is your right.

You may obtain a copy of the Request for Reasonable Accommodation form at KCDC's Main Office, located at 901 N. Broadway, Knoxville, TN 37917, KCDC's Rental Assistance Office, located at 400 Harriet Tubman Street, Knoxville, TN 37915 or at any KCDC property office.

If you need assistance in completing the form or submitting your request in some other way, please contact KCDC's 504/ADA Coordinator, Stephanie Romines, at (865) 403-1119. Hearing-impaired individuals may call 1-800-848-0298.

