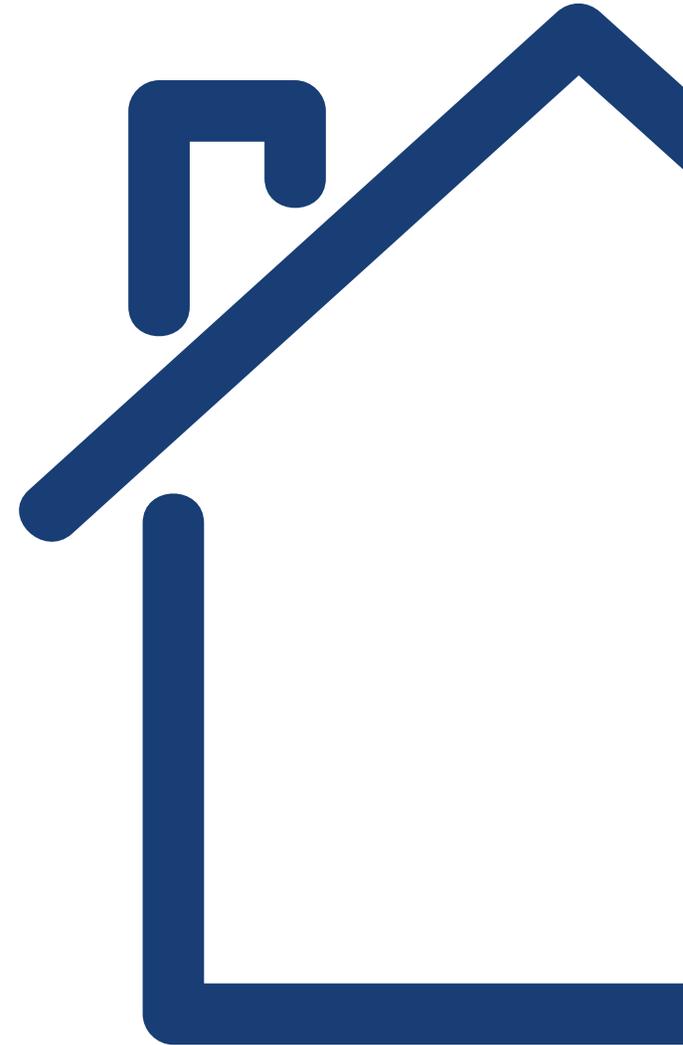


How to Apply

A guide toward finding
your next home



Before starting your application, you must have:

- A valid email address to create the account.
 - You must be able to access this email account for verification when you are filling out applications.
- Valid IDs or Driver's License for anyone 18 or over in the household.
- Social Security cards for everyone in the household.
- Birth Certificates for everyone in the household.
- Verification of all household income (e.g. pay stubs, benefit letters).
- A valid phone number.

The application is incomplete if required documents aren't uploaded.

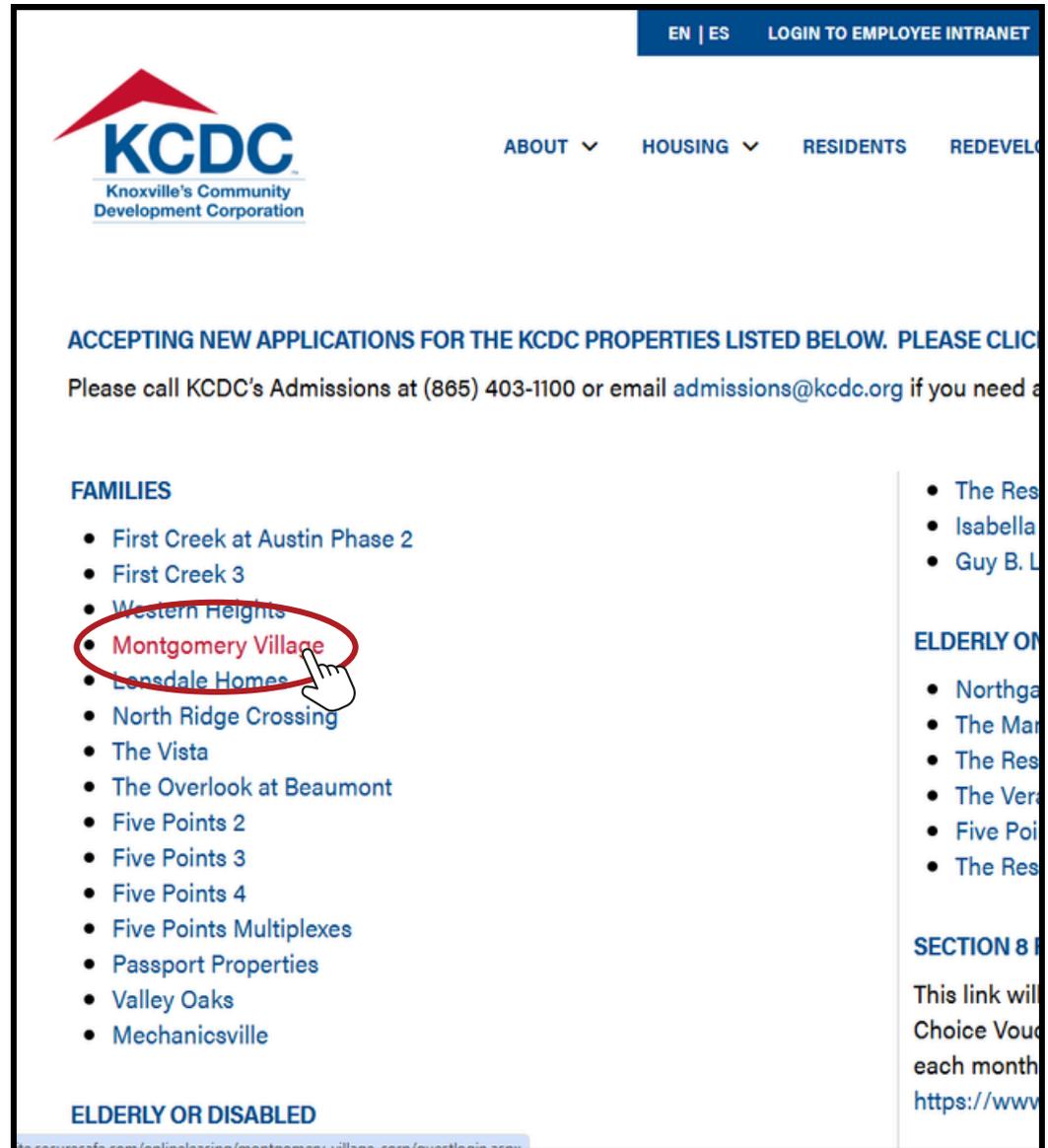
What to Do

- Visit [KCDC.org](https://www.kcdc.org).
- Click on **Apply Now**.



What to Do

- Click on the community you want to apply.
- Each community **MUST** be applied to separately.
- One application **DOES NOT** cover all open wait lists.



EN | ES LOGIN TO EMPLOYEE INTRANET

KCDC
Knoxville's Community Development Corporation

ABOUT ▾ HOUSING ▾ RESIDENTS REDEVELOPMENT

ACCEPTING NEW APPLICATIONS FOR THE KCDC PROPERTIES LISTED BELOW. PLEASE CLICK HERE FOR MORE INFORMATION.
Please call KCDC's Admissions at (865) 403-1100 or email admissions@kcdc.org if you need assistance.

FAMILIES

- First Creek at Austin Phase 2
- First Creek 3
- Western Heights
- **Montgomery Village**
- Lansdale Homes
- North Ridge Crossing
- The Vista
- The Overlook at Beaumont
- Five Points 2
- Five Points 3
- Five Points 4
- Five Points Multiplexes
- Passport Properties
- Valley Oaks
- Mechanicsville

ELDERLY OR DISABLED

- The Res...
- Isabella...
- Guy B. L...

ELDERLY OR DISABLED

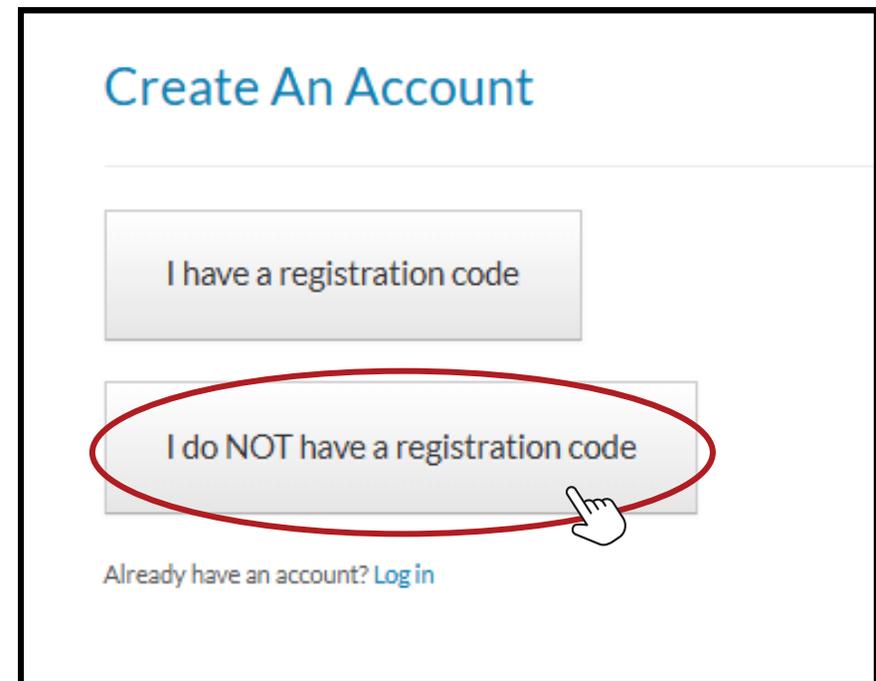
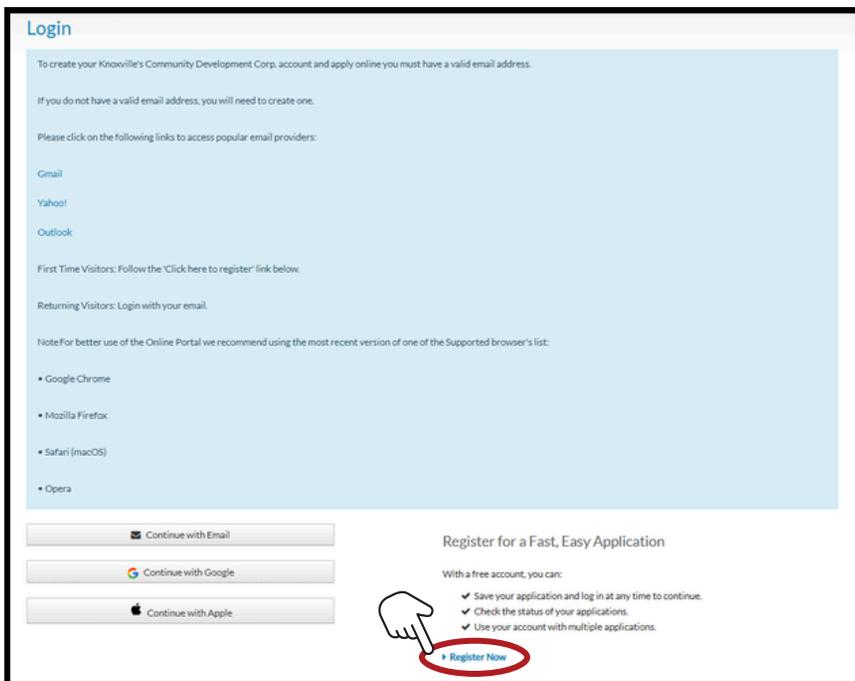
- Northga...
- The Mar...
- The Res...
- The Ver...
- Five Poi...
- The Res...

SECTION 8

This link will provide you with information on the Choice Voucher program. You can apply for a voucher each month. For more information, visit <https://www.kcdc.org/choice-voucher>

What to Do

- Click Register Now.
- Click I do NOT have a registration code.



What to Do

- Fill out the required fields.
- **NOTE:**
If you're using a computer, the tab on keyboard is needed to go from field to field. If you're applying by phone, use arrows or next button.

Android



iPhone



Create An Account

* Denotes a required field

Personal Details

First Name*

Last Name*

SSN#* (If you do not have a SSN, please enter 999-99-9999)

Confirm SSN#*

Phone (Home)*

Account Information

Email Address* (Your email address is your user name)

Confirm Email Address*

This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

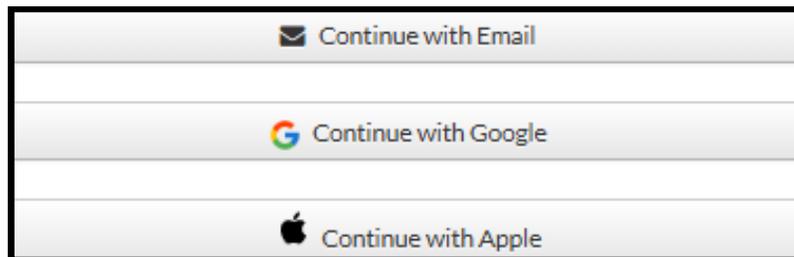
Please read and accept the Terms and Conditions

What to Do

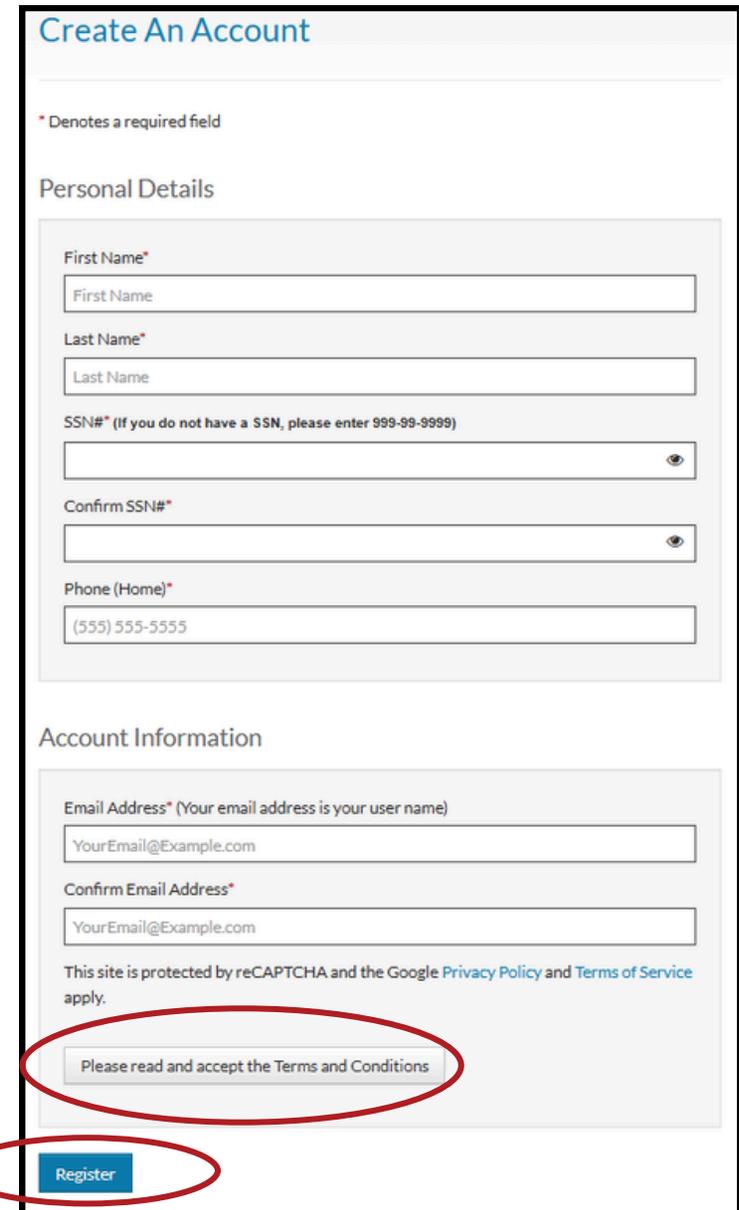
- Read and accept the **Terms and Conditions**.
- Click **Register**.
- You'll see the message below:

Thank you for registering. Your account has been successfully created.

- OR you'll be directed to sign in with email:



Three horizontal buttons for sign-in options: 'Continue with Email' (with an envelope icon), 'Continue with Google' (with the Google logo), and 'Continue with Apple' (with the Apple logo).



Create An Account

* Denotes a required field

Personal Details

First Name*

Last Name*

SSN#* (If you do not have a SSN, please enter 999-99-9999)

Confirm SSN#*

Phone (Home)*

Account Information

Email Address* (Your email address is your user name)

Confirm Email Address*

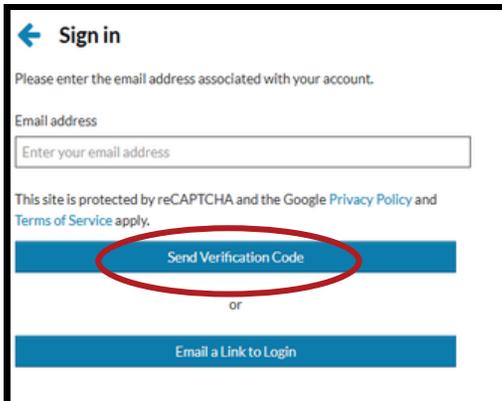
This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

Please read and accept the Terms and Conditions

Two options available to verify your account

- First, through an OTP
 - Click **Send Verification Code** as shown in **1**.
 - Enter your email address.
 - Check spam folder if not in your inbox. Email will look like **2** and **3**.

1



← Sign in

Please enter the email address associated with your account.

Email address

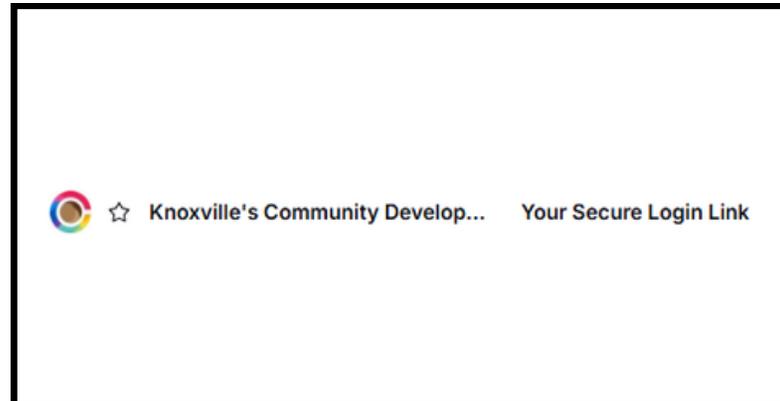
This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

Send Verification Code

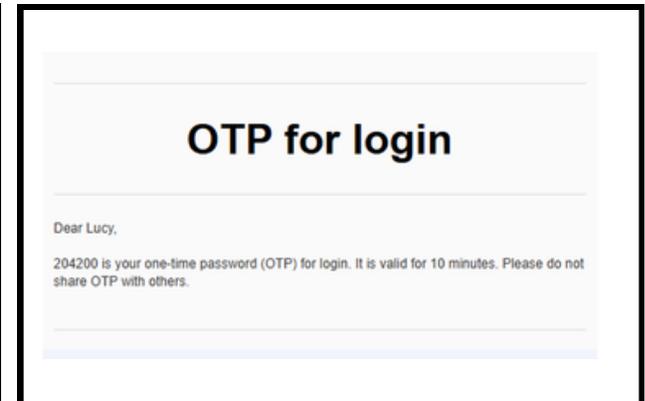
or

Email a Link to Login

2



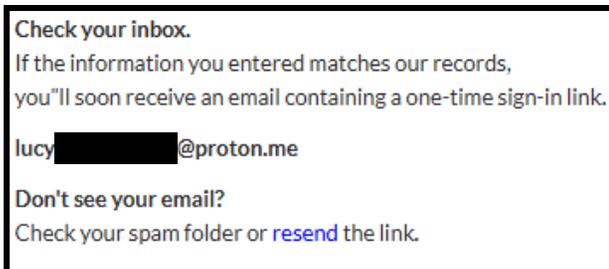
3



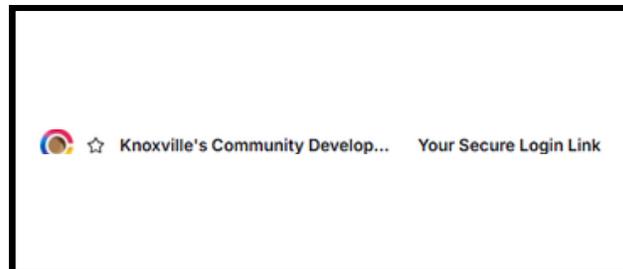
Two options available to verify your account

- **Second, through an email link**
 - If you choose to have a link emailed to you, it will look like **1**.
 - The email header will look like **2** in your email.
 - When you open the email, it will look like **3**.

1



2



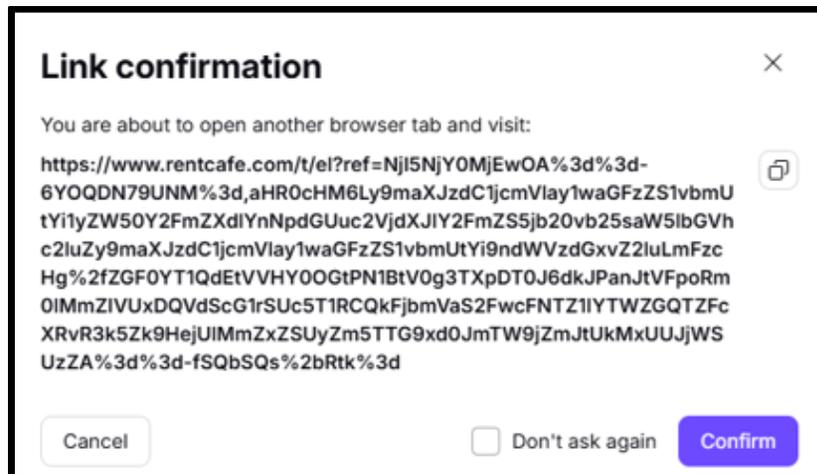
3



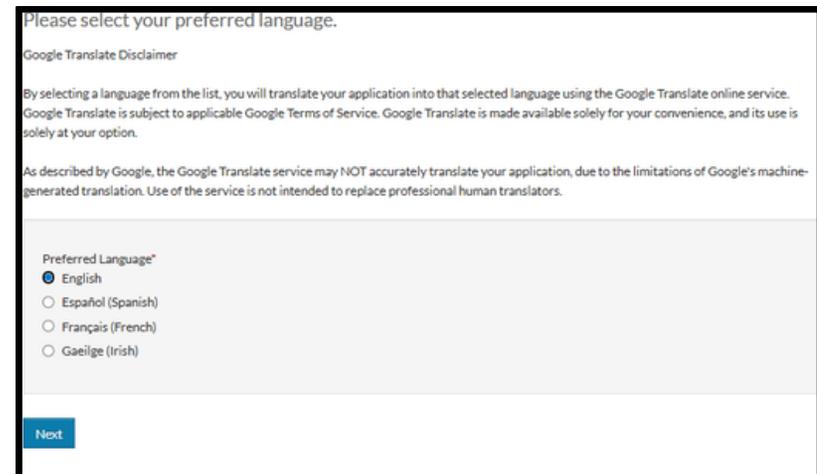
Two options available to verify your account

- **Second, through an email link**
 - Your email provider may need you to confirm the link as shown in **1**.
 - Once you click on the link, it will take you to the first page of the application as shown in **2**.

1



2



What to Do

- Once your application is completed, signed and submitted, you'll be put on a wait list and shown a confirmation code.
- ***The application isn't complete until the required documents are uploaded.***

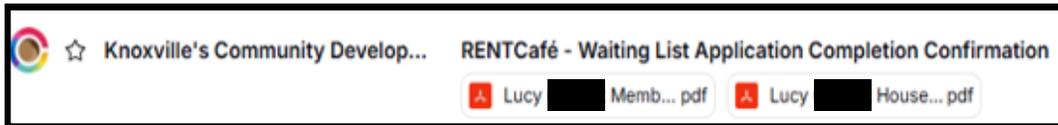
The screenshot displays a web application interface for 'Application Information'. At the top, there is a progress bar labeled 'Application Progress' which is at 100%. To the right of the progress bar, it says 'Applications & Certifications | HI, Lucy'. Below the progress bar, there is a note: '*Denotes a required field'. There are two buttons: 'Upload Documents' and 'Take me to the Summary'. The main section is titled 'Floorplan Status' and contains the following information:

- Confirmation Code: p0112867
- Your choices...
- 1st Preference: 2 BR (dropdown menu)
- Estimated Annual Household Income: * \$0.00 (text input)
- Please select any of the following if they pertain to you:
 - Former/Current KCDC Residents
 - Government Action/Involuntarily Displaced
 - Have you been displaced by governmental action, or your dwelling been extensively damaged or destroyed as a result of a federally declared disaster?

At the bottom of the form, there are two buttons: 'Back' and 'Log Out'.

What to Do

- You'll receive a confirmation email showing you're on the wait list and the contact information, if you need to make any updates or have any questions.
- ***The application isn't complete until the required documents are uploaded.***



Application Completion Confirmation

Dear Lucy,

Thank you for completing **Waiting List Application** in RENTCafé. We have forwarded it to the property manager for approval.

If you have any questions, please contact us using the information below. We appreciate the opportunity to serve you.

What to Do

- If you've not completed the application and need to sign back in to finish:
 - Click the community name and **Register Now**.
 - Click **I do NOT have a registration code**.
 - Confirming your email will pop up **1**.
- ***The application isn't complete until the required documents are uploaded.*** **2**

Hi!

Good news! It looks like you have an existing account tied to your email address (luc*****@proton.me) with the following details.

An Applicant for a property located in KNOXVILLE, TN.

Why am I seeing this?
More FAQs

Use my existing account!

Create a new account with a different email address

← Account Access

Glad to have you back!

EMAIL ADDRESS* (YOUR EMAIL ADDRESS IS YOUR USER NAME)

lucy [REDACTED]@proton.me

FIRST NAME*

Lucy

LAST NAME*

[REDACTED]

SSN#* (IF YOU DO NOT HAVE A SSN, PLEASE ENTER 999-99-9999)

PHONE (HOME)*

[REDACTED]

Email a Link to Login

By connecting your existing account, you are agreeing to the [Terms and Conditions](#) and [Privacy Policy](#).

What to Do

- If you'd like to complete more applications, follow same steps:
 - Click the community name and **Register Now**.
 - Click **I do NOT have a registration code**.
 - Confirming your email will pop up **1**.
- Complete verification by clicking **Email a Link to Login** as shown in **2**. **2** Application will go to last open page before logging out.

Hi!

Good news! It looks like you have an existing account tied to your email address (**luc*****@proton.me**) with the following details.

An Applicant for a property located in KNOXVILLE, TN.

Why am I seeing this?
[More FAQs](#)

Use my existing account!

[Create a new account with a different email address](#)

← Account Access

Glad to have you back!

EMAIL ADDRESS* (YOUR EMAIL ADDRESS IS YOUR USER NAME)

luc [REDACTED]@proton.me

FIRST NAME*

Lucy

LAST NAME*

[REDACTED]

SSN#* (IF YOU DO NOT HAVE A SSN, PLEASE ENTER 999-99-9999)

PHONE (HOME)*

[REDACTED]

Email a Link to Login

By connecting your existing account, you are agreeing to the [Terms and Conditions](#) and [Privacy Policy](#).

Contact Information

- **Office:**
901 N. Broadway
Knoxville, TN 37917
- **Hours:**
7:30 a.m.-4 p.m. Mon.-Wed. & Fri.
7:30 a.m.-6 p.m. Thurs.
- **Phone:**
865-403-1100, Ext. 0

