



Interagency Commission on Homelessness

Montgomery County Continuum of Care Partnerships and Funding Committee

Committee Responsibilities and Composition

I. Roles and Responsibilities of the Committee include:

- Recommend and promote partnerships with any private organization, business, corporation, philanthropic organization or foundation, and any municipal, state, or federal government agency to improve the County's ability to prevent and reduce homelessness
- Provide information required to complete the Consolidated Plan(s)
- Consult with State and local Emergency Solutions Grant (ESG) recipients in the geographic area on the plan for allocating ESG funds and reporting/evaluating performance of ESG programs
- Establish priorities for funding projects and approving the submission of applications in response to a CoC Program NOFA
- Oversee the Allocations Subcommittee, which is responsible for:
 - Designing, operating and following a collaborative process for the development and ranking of applications in response to a CoC Program NOFA
 - Reviewing performance of recipients and sub recipients of CoC funding and recommending actions to address poor performers
 - Recommending the approval and ranking of applications for the CoC Program NOFA

II. Partnerships and Funding Committee Members will:

- Participate and make decisions with our shared commitment to ending homelessness for all Montgomery County residents at the center
- Be committed to building partnerships and furthering efforts to sustain and increase resources to support the County's system response to preventing and ending homelessness through a data driven, cross sector approach
- Provide knowledge, leadership, and connections to inform efforts to develop partnerships and increase resources
- Recruit membership, organize and monitor the Allocations Subcommittee to ensure both compliance with regulatory requirements and implementation of an objective and transparent application process for the local CoC funding competition

- Review and approve the community's CoC Program NOFA application in a timely manner to comply with federal timelines for submission
- Assist with preparation and delivery of presentations and other efforts to share information and align efforts across ICH committees in order to carry out responsibilities and achieve committee and community goals
- Identify ad hoc and standing workgroups as necessary to conduct specific tasks and/or identify specific improvements to the coordinated response to homelessness
- Attend and actively participate in monthly committee meetings
- Attend bi-monthly meetings of the full Interagency Commission on Homelessness
- Comply with the Conflict of Interest requirements outlined in 24 CFR part 578.95 and uphold the highest standards of ethical conduct. These standards are outlined in the Montgomery County Statement of Ethics, Code of Conduct and Conflict of Interest Policies and Procedures.

III. Chair, Co-chair and Secretary Responsibilities

The committee positions are described below:

- Chair: Responsible for leading all aspects of the committee, including reporting on the goals and progress of the committee's work and identifying recommendations that need to be acted or voted upon by the full ICH
- Co-Chair: Supports the Chair to lead the committee and serves in the Chair's role if the Chair is absent
- Secretary: Responsible for record-keeping for the committee, including taking minutes and recording major deliberations and votes
- Commission Representative: Must be a Commissioner of ICH and is responsible for representing the committee on the Governance Committee. A Commission Representative may also serve as the Chair or Co-Chair of the Committee.

IV. Partnerships and Funding Committee Composition

The System Coordination Committee will consist of at least 11 representatives from the broad array of public and private stakeholders who are actively committed to ending homelessness in Montgomery County. In order to avoid conflicts of interest, membership may not include staff, board members, or other individuals with direct associations with organizations receiving CoC Program Funds.

- Individuals with experience in philanthropy, public administration, collective impact, racial equity, data driven resource allocation, and other expertise in building capacity through partnerships and resource alignment and development.
- The Department of Health and Human Services, Services to End and Prevent Homelessness
- At least two members with lived experience of homelessness or housing instability
- A Commissioner of the Interagency Commission on Homelessness