

PUBLIC NOTICE

SOLICITATION FOR MEMBERSHIP – 2017

NY Coalition on the Continuum of Care
Steering Committee: Government Representatives

Applications are being accepted for the four (4) rotating Government Representatives positions of the 27 member NYC Coalition on the Continuum of Care Steering Committee for years 2017 and 2018. The purpose of the government agencies is to: bring the perspective of State and local government who fund housing and services for homeless New Yorkers; improve interagency coordination to end homelessness; and to provide information about the NYC CCoC to other government agencies not represented at the NYC CCoC.

In their role as the current collaborative application, the New York City Department of Homeless Services (DHS) is the only permanent agency that sits on the NYC CCoC Steering Committee.

Definition: A government agency applicant must meet the following criterion:

- a. Provide services, housing and/or meet the needs of homeless individuals and/or families in New York City;

The term of election is for two NYC CCoC years. There is no limit on the number of terms a Government member can serve. Terms will be staggered. The procedure for staggering terms will be determined after the election. It is expected that Government members attend every meeting of the Steering Committee.

The nominating committee will review the applications and ensure that nominees meet eligibility criteria. Based on the applications received, the existing Steering Committee will vote for four (4) government representatives for the four (4) rotating positions. Should any government positions remain vacant after the election, they can be filled through the aforementioned process at any point during the year. Applications for the vacant position(s) will be accepted on a rolling basis and approved on a first-come, first-serve basis. It is expected that Government members/alternate members attend every required meeting of the Steering Committee.

Government Agency: \_\_\_\_\_
Address: \_\_\_\_\_
Primary Representative Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_
Alternate Representative:
Name/Phone/Email: \_\_\_\_\_

Please attest to the following below by checking boxes below:

- I attest that we provide services, housing and/or meet the needs of homeless individuals and/or families in New York City.
I attest that we are a New York City, New York State, or Federal agency.

If you are a new applicant, please indicate which CoC standing committee you plan to join. (please see NYC CoC Bylaws Article VIII for descriptions of each committee). If you are an applicant seeking reelection, please indicate the CoC standing committee in which you currently participate:

- Governance Committee
- Grievance Committee
- PQI Committee
- Evaluation Committee
- Policy and Advocacy Committee
- Data Management Committee
- Other (please specify, e.g. Youth subcommittee, Veterans Task Force, etc.) \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

**PLEASE NOTE – RE-ELECTION APPLICATION REQUIREMENTS**

In order to be eligible for re-election to the Steering Committee, each elected member must have:

1. Attended 75% of Steering Committee meetings in the past 12 months.
2. Regularly attended the meetings of one CoC standing committee.

Full Steering Committee membership participation includes all regularly scheduled monthly meetings, standing committees, and approved Steering Committee Priority Setting Events.

Return to:

NYC Coalition for the Continuum of Care  
Email to: Jessica Nanan [jnanan@dhs.nyc.gov](mailto:jnanan@dhs.nyc.gov)  
By: December 2<sup>nd</sup>, 2016

With questions, please contact Linda Camoin ([linda.camoin@otda.ny.gov](mailto:linda.camoin@otda.ny.gov)), NYC CCoC Governance Committee Chair.