

Pasadena Partnership to End Homelessness

Continuum of Care Board Member Application

The Pasadena Partnership to End Homelessness (Partnership) is soliciting applications for Continuum of Care Board members. The Continuum of Care Board will help carry out the responsibilities of the Continuum of Care (described below) as required in the HEARTH Act Interim Rule. The Pasadena Continuum of Care will hold elections in early 2019.

Applications are due by Thursday, December 13th, 2018

Please submit your application to Jennifer O'Reilly-Jones via e-mail at:
joreillyjones@cityofpasadena.net.

Background

The Pasadena Continuum of Care (CoC), also known as the Pasadena Partnership, is the principle local planning body that coordinates housing and services funding for persons experiencing homelessness. CoC's are expected to address homelessness through a coordinated community-based process of identifying needs and building a system of housing and services that meet those needs. CoCs are also expected to include representation to the extent that certain types of organizations exist and are available to participate within the geographic area that the Continuum represents, including but not limited to the following: Nonprofit homeless providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, organizations that serve homeless and formerly homeless veterans, and homeless and formerly homeless persons. Every CoC is required to establish a board to act on behalf of the Continuum. The Pasadena Partnership Board is the primary decision making body for the Pasadena CoC. Board members determine the policy direction of the Pasadena Partnership and ensure that the CoC fulfills its responsibilities as assigned by the U.S. Department of Housing and Urban Development (HUD).

Board Member Roles and Responsibilities

The Pasadena Partnership Board provides overall direction and leadership of the CoC process. Pasadena Partnership Board members will meet at least quarterly at a time agreed to by the membership. The Pasadena Partnership Board is tasked with overseeing the annual Collaborative Application for the CoC, providing input into the planning, performance management, HMIS administration, and annual grant submission processes performed by the Pasadena Partnership. One of the Pasadena Partnership Board's primary responsibilities is the ranking and review of all new and renewal projects to be included in the CoC application, as well as making recommendations for funding reallocations. In this capacity, the Pasadena Partnership Board will hear and act on all appeals from providers not in agreement with the recommendations for new, renewal, and reallocation funding during the CoC grant submittal process. The Board also approves funding recommendations made by the Grants Evaluation Committee regarding various funding sources, including but not limited to Emergency Solutions Grant funding. Board members should expect to commit 5 hours per quarter to fulfill their responsibilities to the Pasadena Partnership.

Board Member Qualifications

Persons nominated for the Governance Board should possess the following characteristics:

- A working knowledge of regional homelessness;
- Have a passion for solving homelessness in Pasadena;
- Familiarity with one or more funding sources (preferred but not required);
- Capable of working effectively on a team;
- Exercise impartial judgement;
- Represent a relevant organization that is a member of, and participates in, the Pasadena Partnership

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- Have time available to fulfill Board responsibilities (5 hours/quarter); and;
- Comply with the Pasadena CoC Governance Charter and/or applicable policies.

If you are interested in becoming a Continuum of Care Board member, please complete the requested information below. If you have any questions, please contact Jennifer O'Reilly-Jones at joreillyjones@cityofpasadena.net.

Applicant Information

Personal Information:			
Your Name:	First: _____	Last: _____	Middle Initial: _____
Organization:	_____		
Preferred Phone:	_____		
Email Address:	_____		

Board Composition (Please check which area or special population you represent. Check all that apply.)		
<input type="checkbox"/> Person with lived experience	<input type="checkbox"/> Homeless service provider	<input type="checkbox"/> Youth (age 18-24) provider
<input type="checkbox"/> Veteran provider	<input type="checkbox"/> Victim service provider	<input type="checkbox"/> Healthcare provider
<input type="checkbox"/> Mental health agency	<input type="checkbox"/> Employment service provider	<input type="checkbox"/> Social service provider
<input type="checkbox"/> Faith based organization	<input type="checkbox"/> Local government/ elected official	<input type="checkbox"/> Crisis response team
<input type="checkbox"/> Education/School districts	<input type="checkbox"/> Public housing agency	<input type="checkbox"/> Business Community
<input type="checkbox"/> Affordable housing developer	<input type="checkbox"/> Mainstream resource provider	

1. Please provide a brief description of your interest in serving on the CoC board (limit 250 words):

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2. Are you a staff, board member, or active volunteer for any organization in the Pasadena CoC that receives HUD Continuum of Care funding or Emergency Solutions Grant (ESG) funding?

Yes No

If yes, what organization? _____

*Please note, as stated in the HEARTH Act Interim Rule, no board member may participate or influence discussions or decisions concerning the award of a grant or other financial benefits for an organizations that the member represents.

3. Please provide any other information that you feel would be important to support your request to be a Continuum of Care board member (250 word limit).

By signing below, I understand that if I am elected to the Continuum of Care Board, I will commit to actively participating in the Pasadena CoC Board and related activities. I further commit to serving fairly, impartially, and to the best of my ability.

Signature: _____

Date: _____