



2025 STEERING COMMITTEE APPLICATION

Due October 22nd

If **your seat of interest is classified as an entity**, this seat is held by an agency/organization, not an individual. Each elected entity shall designate a representative to serve on the Steering Committee on behalf of their organization and/or constituency. For this reason, the elected entity may designate a new representative during their two-year term, if needed.

If **your seat of interest is classified as an individual**, the seat is held by the *individual*. For this reason, if the elected member resigns before the end of their two-year term, a Special Election would need to take place to fill the seat.

Step 1: Please select the seat category you are applying for.

As a reminder: each coalition, government, and non-profit seat (and at-large seat, depending) shall be held by **the entity** (i.e., the organization/agency). Each entity shall designate a representative to serve on the Steering Committee on behalf of their organization and/or constituency. As a reminder, being employed by an organization that receives CoC funding would disqualify an individual from applying for this seat. **Applicants may only apply for one (1) seat category.**

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|--|---|
| ☐ At-Large (individual) | ☐ Persons with Lived Experience: General seat (individual) |
| ☐ At-Large (entity) | ☐ Persons with Lived Experience: Youth seat (16-24) (individual) |
| ☐ Coalition (entity) | ☐ Non-profit Organization (entity) |
| ☐ Government (entity) | |

Step 2: Please enter the following information:

Representative Name: _____
Entity Name (Agency/Organization) (if applicable): _____
Pronouns: _____ Email: _____
Phone Number: _____



Step 3: Please select which CoC Committees, Subcommittees, or Workgroups the representative would be interested in joining: *(Please note: Membership on Committees is subject to approval.)*

Coordinated Assessment & Placement System (CAPS)

☐ **Coordinated Assessment & Placement System (CAPS) Committee**

Develops the HUD-mandated coordinated entry system for homeless persons in NYC to access housing and service resources in the community.

CoC Performance Management

☐ **Performance Management Committee**

Partners with and supports NYC CoC grantees in operating quality housing services for individuals, families, and youth experiencing homelessness through assessment, monitoring, and evaluating performance.

☐ **Performance and Quality Improvement (PQI) Sub-Committee**

Improves individual program performance and NYC CoC performance and aligns funding to support the strongest programs that meet community needs and HUD performance goals.

☐ **Data Management Workgroup**

Provides compliance oversight to Homeless Management Information System (HMIS) standards as set by HUD and the CoC, ensures participation in HMIS, monitors data quality, and coordinates trainings.

☐ **Evaluation Workgroup**

Oversees the annual evaluation process of the CoC, design and implement criteria to monitor performance outcomes.

Persons with Lived Experience

☐ **Persons with Lived Experience (PWLE) Committee**

Committee for all currently or formerly homeless persons in NYC with the goal of ensuring equitable representation in the CoC and expanding PWLE engagement, mentorship, and advocacy opportunities.

☐ **Youth Action Board (YAB)**

Population- and age-specific committee for all currently or formerly homeless youth and young adults.

Income Access

☐ **Income Access Committee**

Works on improving access to income, employment, education, and leadership opportunities for program participants of CoC-funded organizations including by sharing best practices and organizing trainings for CoC funded organizations.

Current Special Populations

☐ **Domestic Violence Committee**

Works to shape and implement enhanced coordination, planning, and access to services for survivors of domestic violence in NYC facing homelessness.

☐ **Veterans Committee**

Coordinates conversations and planning around ending homelessness among NYC veterans.

☐ **Opportunity Starts with a Home (OSH)/Youth Committee**



Works to shape citywide planning and decision-making to prevent and eradicate youth homelessness.

Step 4 (**'Entity' Applicants Only**): Written Responses

Briefly state why the entity is running for a seat on the NYC CoC Steering Committee. Please describe the impact, experience, performance, and portfolio of the entity's work in homelessness in NYC. Please explain how the entity would be an asset to the Steering Committee. You may also include examples of expertise and resources your entity has that will be of value to the NYC CoC (*300 words max*):

Please list any affiliations and/or activities that the entity is involved in related to homelessness and housing (*300 words max*):

Step 5 (**'Individual' Applicants Only**): Written Responses

Briefly state why you are running for a seat on the NYC CoC Steering Committee. Please describe your interest and experience working in homelessness in NYC. Include examples of expertise and resources you have that will be of value to the NYC CoC (*300 words max*):



Please list any affiliations and/or activities that you are involved in related to homelessness and housing
(300 words max):

Step 6: Please attach the following documents to your application (if applicable):

- **Coalition applicants only:**
 - Agendas or Sign-ins from the last two (2) meetings of the Coalition
 - Copy of the mission statement of the Coalition, and
 - Copy of the coalition's bylaws or governance document
- **Non-profit Organization applicants only:**
 - Documentation of 501©3 status
 - Statement or documentation verifying involvement of persons with lived experience on the board or a policy-making body in the organization.

Step 7: Please attest to the following by checking boxes below:

NYC | Continuum CoC of Care



- ☐ I attest that the representative/entity meets the eligibility requirements listed above and all listed information is correct.
- ☐ The representative acknowledges and agrees to meet the time commitment and expectations of Steering Committee membership.
- ☐ If the representative finds themselves in a conflict of interest situation, or a potential conflict of interest situation, they will notify CoC Steering Committee Co-Chairs directly and abstain from participation and/or voting.

Authorized Signature (please enter or sign your name): _____

Date: _____