NORTH DAKOTA CONTINUUM OF CARE

BOARD OF DIRECTORS APPLICATION

NORTH DAKOTA CONTINUUM OF CARE

SFN 61843 (04/26)

CANDIDATE INFORMATION

Name			
Affiliation	Position/Title		
Address	City	State	ZIP Code
Telephone Number	Email Address		
Please explain why you would like to serve on the CoC Board			
If selected, describe three areas where you could contribute to the success of the CoC			
What qualities do you possess that make you a potentially effective CoC Board member? Explain your answer in detail.			
What do you believe are the two most significant challenges when it comes to addressing homelessness? What could the CoC Board do to address those challenges?			
Identify some of your prior board/volunteer and/or leadership experiences.			

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What region would you represent on the CoC Board?

- ☐ Region 1: Divide, McKenzie, and Williams Counties
- ☐ Region 2: Bottineau, Burke, McHenry, Mountrail, Pierce, Renville, and Ward Counties
- ☐ Region 3: Benson, Cavalier, Eddy, Ramsey, Rolette, and Towner Counties
- ☐ Region 4: Grand Forks, Nelson, Pembina, and Walsh Counties
- ☐ Region 5: Cass, Ransom, Richland, Sargent, Steele, and Traill Counties
- ☐ Region 6: Barnes, Dickey, Foster, Griggs, LaMoure, Logan, McIntosh, Stutsman, and Wells Counties
- ☐ Region 7: Burleigh, Emmons, Grant, Kidder, McLean, Mercer, Morton, Oliver, Sheridan, and Sioux Counties
- ☐ Region 8: Adams, Billings, Bowman, Dunn, Golden Valley, Hettinger, Slope, and Stark Counties

COMMITTEES AND WORKGROUPS

The ND CoC has four standing committees under the oversight of the Board. Each committee is to have at least one Board member serving as a liaison to each committee.

Please select the committee below that you would be interested in serving.

☐ System Performance is responsible for:

- Taking the lead in establishing performance measures for ESG and CoC Programs;
- Reviewing outcomes for ESG and CoC Programs;
- Regularly monitoring system-wide performance targets and leading discussion on updating/ adjusting
- measures; and
- Providing input to data committee on desired data input.

☐ Data is responsible for:

- Conducting an annual count of both sheltered and unsheltered homeless persons;
- Monitoring the Homeless Management Information System (HMIS) in coordination with the Collaborative Applicant;
- Reviewing and making recommendations for improved data quality and completeness;
- Annually review program's HMIS privacy, security, and data quality;
- Assure HMIS is administered in compliance with HUD; and
- Collect and provide data needed for regional and statewide planning.

☐ CARES is a shared committee under the oversight of the Board with joint leadership from the West Central Minnesota Continuum of Care and the White Earth Tribe. Members are elected by the CoC. CARES is responsible for:

- Supporting the CoC in assuring the region has a Coordinated Assessment (CA) system that is compliant with HUD and state policies/regulations. This includes:
- Conducting annual reviews of system design, policies, and outcomes, and making recommendations for improvements;
- Supporting CoC leadership in establishing communication, structure, policies and training materials thatsupport compliance with HUD regulations; and
- Promoting CARES compliance and implementation across the state.

☐ Rating and Ranking is responsible for:

- Updating CoC polices for the annual HUD Continuum of Care Competition and presenting them to the CoC Board and CoC Membership for vote;
- Conducting an annual review of all projects applying for the HUD Continuum of Care Competition using established criteria;
- Ranking projects according to criteria and placing them in a recommended funding order by tier and presenting ranking recommendations to the CoC Board and membership for vote.

As a CoC Board of Director for the North Dakota Statewide Continuum of Care, I agree to abide by the expectations detailed within this document and to serve the Board of Directors with integrity and commitment.

Printed Name	
Signature	Date

Thank you for your interest in serving as a member of the North Dakota Continuum of Care (CoC) Board. Serving on the board is a rewarding experience and an opportunity to contribute to the effort in ending homelessness in North Dakota. Completing this form will help you understand the skills and time/resource commitments of this leadership position. You may find it helpful to read through the entire application and Board Member Responsibilities before you begin filling it out.

Please return the completed application to the CoC Coordinator, Shawnel Willer, via email at hfahomelessprograms@nd.gov.

This application will be kept confidential and on file at the North Dakota Housing Finance Agency. Applications are used to identify and evaluate potential board candidates. All new directors are elected by a majority vote of the full membership.

RESPONSIBILITIES OF THE BOARD OF DIRECTORS

The board serves as the HUD designated primary decision-making group and oversight of the ND Statewide Continuum of Care. As the oversight committee of the CoC, and its members, the board will:

1. Ensure that the CoC is meeting all responsibilities assigned to it by HUD regulations;
2. Represent the relevant organizations and projects serving homeless subpopulations;
3. Support persons experiencing homelessness in their movement from homelessness to economic stability and affordable permanent housing within a supportive community;
4. Ensure that the CoC is inclusive of all needs of the North Dakota Statewide homeless population, including the special service and housing needs of homeless subpopulations; and
5. Facilitate responses to issues and concerns that affect the agencies funded by the CoC that are beyond those addressed in the annual CoC application process.

As the designated governing body of the CoC for the geographic area, the Board works with the CoC Collaborative Applicant (North Dakota Housing Finance Agency) to fulfill three major duties.

1. Operate the Continuum of Care;
2. Oversee the designated Homeless Management Information System (HMIS); and
3. Continuum of Care Planning: Ensure the CoC develops a plan.

Each elected member shall serve a term of two years ending in December. Terms will be staggered so half of the voting members are appointed in one year and half are appointed in the year thereafter. Each member shall be eligible for re-election to up to two terms for a total of four years. After completion of two consecutive terms, a person can be elected to a new term after a minimum of a one-year absence.

The ND CoC Board meets on the third Monday of each month at 10 a.m. An appointee who misses three successive Board meetings or consistently fails to attend or participate may be removed from the Board by a vote of its membership or by the Board