



Seattle/King County Continuum of Care Board Application Process

****Updated 04/09/2024****

INTRODUCTION

The Continuum of Care (CoC) Board is established under the requirements for federal homelessness funding by the U.S. Department of Housing and Urban Development (HUD). The CoC is supported by King County Regional Homelessness Authority (KCRHA), which was established in 2019 by King County and the City of Seattle through an [Interlocal Agreement](#) to oversee policy, funding, and services for people experiencing homelessness countywide, and act as lead entity for the HUD CoC funding application. [Interlocal Agreement](#) to oversee policy, funding, and services for people experiencing homelessness countywide, and act as lead entity and Direct Recipient for the HUD CoC program.

The CoC Board is currently soliciting new members to serve on the board which supports our regional homelessness programming and the CoC funding application.

ROLE AND COMMITMENT

The CoC Board governs the [Seattle King County Continuum of Care Governance Charter](#) and the region's Theory of Change.

If we create a homeless response system that centers people with lived experience, then we will be able to focus on responding to needs and eliminating inequities, in order to end homelessness for all.

The CoC is a broad coalition of stakeholders dedicated to ending homelessness in the region. This includes people with experience of homelessness, service providers representing various populations and interventions, representatives of culturally specific constituencies, funders, the faith community, researchers and universities, health care providers and others.

The CoC Board performs two main functions:

1. It functions as the CoC Board for actions required under the [HUD regulations at 24 CFR §578](#), including approval of committee recommendations that do not have appropriation/political components.
2. It apprises the KCRHA Implementation Board on policy and technical issues on which it has made decisions, and forwards for approval any committee recommendations that it identifies as sensitive or political in nature, or for which it does not have decision-making authority.

Board members are expected to attend one regular meeting plus one sub-committee per month in addition to all special meetings requiring the Board to vote. Responsibilities also include reading and responding to emails, phone calls, and completing other administrative tasks up to 15 hours per month. Applicants must commit for at least two years.

LIVED EXPERIENCE COMPENSATION

“Lived Experience” means current or past experience of housing instability or homelessness, including individuals who have accessed or sought homeless services while fleeing domestic violence and other unsafe situations.

Compensation for all people with lived experience will be made at \$33.00 per hour sponsored by KCRHA. This may include the following: one regular CoC Board meeting plus one sub-committee per month, membership on a CoC workgroup, and all special meetings requiring the Board to vote as well as emails, phone calls, and other administrative tasks up to 15 hours per month.

To receive compensation, you will be asked to complete the necessary tax information forms that will require your full legal name and a social security number along with a timecard. KCRHA will provide training to all CoC Board members on how to complete timecards. Please know that KCRHA does not have the resources to complete timecards on behalf of CoC Board members. **We do not want documentation to be a barrier to participation, so please let us know if you will need an alternative arrangement.**

SELECTION PROCESS

Applications will be reviewed by an ad-hoc Selection Committee made up of at least three members of the CoC Board and other interested parties to ensure a diverse group of people who broadly represent the Continuum of Care. The Selection Committee will identify several candidates who will go on to a 30-minute phone screen interview. The Selection Committee will affirm the recommended candidates to the CoC Board for a vote by the of the Continuum of Care membership at the Spring 2024 Convening on May 29, 2024. The following estimated timeline will guide next steps:



****ESTIMATED TIMELINE****

Applications Due	11:59pm, Friday May 3, 2024
Selection Committee Reviews Applications and Phone Screen Interviews Conducted for Top Candidates	By May 12, 2024
CoC Board Affirms Applicants in a Special Meeting	May 22, 2024
1 st Convening of Continuum of Care Body for 2024	May 29, 2024

COMPLETING AND SUBMITTING YOUR APPLICATION:

We are accepting applications for the CoC Board. You can apply by using [the online application linked here](#) or by [downloading the PDF application](#), filling it out, and either emailing it to CoC.questions@kcrha.org, or by dropping it off in person at the King County Regional Homelessness Authority: 400 Yesler Way, Suite 600 Seattle WA, 98103, Monday through Thursday 10 AM through 4 PM. The building will be locked when you arrive. Please call (206)-795-3846 when you arrive, and someone will meet you at the front door to pick up your application.

If you need reasonable accommodation or need to pick up a paper copy to complete the application process, please contact CoC.questions@kcrha.org or call Catherine Todd at (206)-794-0569.

All other questions can be directed to CoC.questions@kcrha.org or by calling Catherine Todd at (206)-795-3846.

All applications are due by 11:59 p.m. on Friday, May 3, 2024.

