

**GOVERNING BOARD APPLICATION INFORMATION**

**DEADLINE TO APPLY IS 5:00pm**

**Friday, March 14, 2025**

**Overview:**

The Membership/Nominating Committee of the Charlotte-Mecklenburg Continuum of Care (CoC) is accepting applications for one elected seat. The Governing Board is responsible for providing overall direction and leadership for the CoC so that it can effectively carry out its mission of ending homelessness and alleviating its negative impacts on the community.

**Duties of the Governing Board include:**

- Aligning and coordinating CoC, North Carolina Department of Health and Human Services Emergency Solutions Grants and other homeless assistance and mainstream resources
- Advocating for additional resources, as required
- Ensuring the availability of data for planning
- Establishing priorities for and making recommendations to HUD about allocation of CoC resources
- Establishing system and program outcomes for evaluation purposes
- Monitoring and evaluating system-wide and individual program performance toward established goals
- Establishing committees and work groups, and receiving their reports
- Selecting the Collaborative Applicant, HMIS software, and HMIS Lead Agency, and
- Communicating effectively with the CoC Membership and other key constituencies involved in eradicating homelessness.

**Expectations and Time Commitment:**

- All members of the Governing Board shall be members of the CoC either through their own individual membership application (if unaffiliated), or through their member organization's application.
- The Governing Board will meet at least every other month, but probably more frequently. Meetings will last an hour and a half to two hours. Board meetings are currently held on the 4<sup>th</sup> Thursday of every other month from 2pm-4pm. Board members are expected to attend in person.
- Governing Board members are expected to serve on at least one committee or workgroup, each of which will probably meet at least monthly for an hour and a half to two hours. Governing Board members may be asked to serve as Chairperson of one or more committees or workgroups.
- Governing Board members will be expected to review materials in advance of the meetings, actively participate in discussions, and vote, as required.
- Governing Board members are expected to attend at least 2 CoC Full Membership meetings per year, which are held each quarter.

**Our Vision:** Homelessness is rare, brief and non-recurring in the Charlotte-Mecklenburg community. Racial disparities are eliminated, and everyone has housing choices and prompt access to the housing resources and supports that meet their needs.

**Term:**

- March 27, 2025- December 31, 2027

**Conflicts of Interest:**

- No Board member may influence decisions concerning the award of a grant or other financial benefits to the organization that the member represents or to themselves as individuals. Board members must identify actual or perceived conflicts of interest as they arise. Annually Board members must sign a Conflict of Interest statement that will be on file with the CoC Collaborative Applicant.

**Selection Process & Timeline (tentative):**

February 21, 2025: Application period open  
March 14, 2025: Application period closes  
March 17-21, 2025: Membership/Nominating  
Committee conducts virtual interviews with applicants  
March 21-25, 2025: CoC Full Membership votes to  
approve nomination via survey

**Application Submission Details:**

Please submit your completed application by March 14, 2025 via Survey.

If you need a paper copy of the application or need assistance completing this application, please contact CoC staff via email: [CharMeckCoC@MeckNC.Gov](mailto:CharMeckCoC@MeckNC.Gov) or phone: 980-314-8979.

**Seat description:**

Business community representative active in ending homelessness. This person will provide feedback on how businesses interact with persons experiencing homelessness and educate the business community about the CoC's work.

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