

2008 Austin/Travis County HUD Continuum of Care Independent Review Team (IRT)

Purpose:

- a. To review and provide recommendations to homeless serving agencies. Initially, this will be conducted with organizations that receive HUD CoC funding
- b. To review and rank the applications for the HUD CoC application
- c. To provide an annual program review report to Ending Community Homelessness Organization (ECHO)

Accountability: IRT is a standing committee of the Planning and Evaluation Committee of ECHO

Composition

- IRT is composed of:
 - a. Institutional Members: Organizations invited to appoint members are: the City of Austin Health and Human Services department, City of Austin Neighborhood Housing and Community Development department, Travis County Health and Human Services and Veteran's Services, the Texas Interagency Council on Homelessness, and United Way Capital Area.
 - b. Community Members: Three volunteers in the community who are interested in homeless issues and willing to make a one year commitment
- Community members may be nominated by the Planning and Evaluation Committee and are approved by ECHO Executive Committee members. Executive Committee members who represent an agency receiving or competing for HUD grants must recuse themselves from voting on the Community members and the IRT Chair.
- The IRT Chair will be appointed by the ECHO Executive Committee to serve a one year term.

Tenure: Institutional members are designated by the sponsoring organization and serve until the sponsoring organization makes a change. Community members serve a one -year term coinciding with the HUD CoC application process: membership will be nominated in February of each year for the upcoming application cycle.

Threshold Review: City Staff and Contractor will review applicant organizations to ensure that they meet minimum qualifications including the following:

- Independent audit
- Match for project
- CoC membership involvement
- Leveraging letters for project

Independent Review Team Expectations:

a. Review and Rank HUD CoC Applications:

- Evaluate project readiness
- Assess project and cost effectiveness
- Assess organization's experience
- Evaluate project presentation
- Rank based on the above results and ECHO priorities

b. Monitor Existing Programs: Following the release of the HUD CoC Continuum of Care grant awards. The **Three Community Members will review the following for each grant and provide recommendations for improvement:**

- HUD APR for performance results
- HUD monitoring findings
- Spending
- Unexecuted grants
- Survey results from clients

Qualifications

- A commitment to the proper distribution of HUD CoC funding to homeless serving agencies
- Ability to look holistically and regionally and see beyond individual agency or program interests
- Commitment to inclusiveness
- Demonstrated leadership, consensus building and problem-solving skills
- Knowledge of regional human services community and broad human services issues
- Ability to articulate and interpret the various elements of ECHO's strategic vision
- **Service providers who receive HUD CoC funding in Travis County are not eligible to serve on the IRT**

Confidentiality: Members will be required to sign the Conflict of Interest, Code of Ethics and Confidentiality policies to ensure the integrity of this review process