

**CHARTER  
AFFORDABLE HOUSING ADVISORY COUNCIL**

- TITLE:** **Affordable Housing Advisory Council (AHAC)**  
This Charter is intended to promote a common understanding as to the Affordable Housing Advisory Council's purpose, duties and method of operation.
- DATE INITIATED:** July 1, 2021
- PURPOSE:** Recognizing that housing is foundational for all, the purpose of the Council is to provide recommendations to the Board of Supervisors, consistent with the One Fairfax initiative, regarding the implementation and achievement of the Communitywide Housing Strategic Plan, County resource requirements identified in the annual Budget Guidance, any additional adopted affordable housing development or preservation guidance, as well as recommendations on overarching policies and programs that synthesize County efforts related to both housing affordability and homelessness.
- STRUCTURE:** The Affordable Housing Advisory Council (AHAC) will include the Continuum of Care Committee (CoC). The Council and its Committee will each have separate governing documents to enable the successful implementation of duties. To ensure continuity between the Council and its Committee, the Chair of the CoC Committee will serve on AHAC.
- RESTRICTIONS:** None
- STAFF:** Director, Department of Housing and Community Development
- TERM:** Each council member will serve two-year terms on alternating annual fiscal year cycles. The Co-Chairs will each serve four-year terms on alternating bi-annual fiscal year cycles.
- DUTIES:** The Council will:
- Use an equity lens in all its work and recommendations to determine who benefits and who is burdened by past and current actions, how to mitigate burdens, and how housing benefits might be more broadly shared and, by cultivating an inclusive culture that intentionally includes diverse perspectives and interests represented by individuals who reflect the County's diversity and are committed to housing affordability for all throughout the County;
  - Monitor and provide advice regarding the progress toward achieving the Communitywide Housing Strategic Plan recommendations, with a particular focus on the housing unit production and preservation goals specified by the Affordable Housing Resource Panel, included in the annual Budget Guidance, and any additional adopted affordable housing development or preservation guidance;
  - Enhance community outreach by communicating with and educating the public about the benefits to the whole community of having housing that is affordable to all residents; the importance of preserving the affordable housing opportunities to prevent displacement and maintain affordable housing opportunities throughout the County; the importance and goals of the Communitywide Housing Strategic Plan, the Countywide Strategic Plan and any additional adopted or successor affordable housing development or preservation guidance, and resource requirements to achieve the goals;
  - Recommend affordable housing development and preservation fund goals and priorities;
  - Review and provide guidance for the use of funds allocated for the equitable development and preservation of affordable housing;
  - Monitor effectiveness of affordable housing fund(s) on a bi-annual basis and suggest course corrections as needed;
  - Recommend innovative affordable housing strategies;
  - Review CoC Committee recommendations going to the Board of Supervisors to ensure alignment with the Communitywide Housing Strategic Plan;
  - Synthesize and develop overarching policy and program recommendations for affordable housing and homelessness; and
  - Understand housing affordability and homelessness challenges in the broader context of

poverty, education, health, ability, economic mobility, and systemic racism.

**METHOD OF  
OPERATIONS:**

The Council will meet on a quarterly basis, and as needed. The Council may establish an Executive Committee, committees or working groups as needed to accomplish its goals. The Council will provide regular reports to the Board of Supervisors and County Executive, the Fairfax County Redevelopment and Housing Authority and other related boards, authorities and commissions, as needed to ensure progress in achieving the Communitywide Housing Strategic Plan, the Countywide Strategic Plan and any additional adopted or successor affordable housing development or preservation guidance.

## CONTINUUM OF CARE COMMITTEE

<b>TITLE:</b>	<b>Continuum of Care (CoC) Committee</b> This Charter is intended to promote a common understanding among the members of the Continuum of Care Committee as to the Committee's purpose, duties and method of operation.
<b>DATE INITIATED:</b>	July 1, 2021
<b>PURPOSE:</b>	As a Committee of the Affordable Housing Advisory Council, the purpose of the Continuum of Care Committee is to provide community leadership and policy guidance, consistent with the One Fairfax policy, to ensure the successful end to homelessness in the Fairfax-Falls Church community. The Committee serves in compliance with the U.S. Department of Housing and Urban Development (HUD) Rule 24 CFR 578, Subpart B, entitled "Establishing and Operating a Continuum of Care."
<b>RESTRICTIONS:</b>	None
<b>STAFF:</b>	Deputy Director, Office to Prevent and End Homelessness, Department of Housing and Community Development
<b>TERM:</b>	Each committee member will serve two-year terms on alternating annual fiscal year cycles. The Chair of the Continuum of Care Committee will serve on the Affordable Housing Advisory Council
<b>DUTIES:</b>	<p>The Committee will:</p> <ul style="list-style-type: none"><li>• Use an equity lens in all its work and recommendations to determine who benefits and who is burdened by past and current actions, how to mitigate burdens, and how housing benefits might be more broadly shared and, by cultivating an inclusive culture that intentionally includes diverse perspectives and interests represented by individuals who reflect the County's diversity and are committed to housing affordability for all throughout the County; Develop, monitor, and update the Continuum of Care's Strategic Plan to prevent and end homelessness;</li><li>• Exercise executive stewardship over the pooled funding and resources available for addressing homelessness in the Fairfax-Falls Church community;</li><li>• Review and monitor aggregate CoC-wide performance of all CoC and ESG programs through HMIS data, such as the Annual Progress Report (APR), Annual Homeless Assessment Report (AHAR), HUD System Performance Measures, Longitudinal System Analysis (LSA), Point in Time (PIT) count, and Housing Inventory Chart (HIC);</li><li>• Promote shared responsibility and decision-making among all partners;</li><li>• Involve and engage all segments of the community to ensure their participation in the work of preventing and ending homelessness;</li><li>• Enhance outreach to the community by communicating with and educating the public about the benefits to everyone in the community to ending homelessness, and catalyze such other actions as may be necessary to affect the community and systems change necessary to end homelessness; and</li><li>• Articulate progress toward the goal of ending homelessness throughout the community.</li></ul> <p>Independently from AHAC, the CoC Committee will support the annual HUD CoC Program Competition by:</p> <ul style="list-style-type: none"><li>• Selecting new projects, either through new funding opportunities or reallocation and</li><li>• Approving Ranking Sub-Committee members.</li></ul>
<b>METHOD OF OPERATIONS:</b>	The Committee as a whole will meet on a quarterly basis, and as needed. The Committee

may establish subcommittees or working groups as needed to accomplish its goals. The Committee will develop regular reports that will be provided by the Council to the Board of Supervisors, Fairfax County Continuum of Care and other related boards, authorities and commissions as needed to ensure progress in achieving the goal of preventing and ending homelessness.