



United States Interagency Council on Homelessness Fiscal Year 2018 Congressional Budget Justification

**“No one should experience homelessness—
no one should be without a safe, stable place to call home.”**

United States Interagency Council on Homelessness

Fiscal Year 2018 Summary Statement

	2016 Enacted	2017 Enacted	2018 Request
Budget Authority	\$3,530,000	\$3,600,000	\$570,000

Comparisons by Budget Object Classification: 2016 - 2018

	2016 Actual	2017 Enacted	2018 Request
11.0: Personnel (FTE: 20.5/20.5/0.2)	\$1,929,681	\$2,224,145	\$527,250
12.0: Civilian Personnel Benefits	\$629,168	\$640,000	\$10,400
21.0: Travel and Transportation of Persons	\$181,316	\$125,000	\$300
22.0: Transportation of Things	\$0	\$960	\$100
23.0: Communications, Utilities, and Misc. Charges	\$339,922	\$304,000	\$1,500
24.0: Printing and Reproduction	\$3,222	\$5,000	\$0
25.0: Services	\$367,852	\$273,830	\$28,450
26.0: Supplies and Materials	\$18,290	\$27,065	\$2,000
Total Obligations, Estimate	\$3,519,106	\$3,600,000	\$570,000
Total Outlays, Estimate	\$3,470,772	\$3,600,000	\$570,000

I. Executive Summary

USICH, an independent agency within the executive branch, was created to review the effectiveness of Federal activities and programs to assist people experiencing homelessness, promote better coordination and reduce duplication among agency programs. USICH has provided professional and technical assistance to state and local governments and private sector organizations about the cost-effective use of Federal homeless assistance. The Interagency Council has included the heads of 19 federal agencies, and its activities have been supported by roughly 20 staff.

USICH was originally authorized by Congress in 1987 amid urgent concerns over the homelessness crisis in America. Over the past three decades, USICH has made tremendous strides in its mission to "create a national partnership at every level of government and with the private sector to reduce and end homelessness in the nation while maximizing the effectiveness of the federal government in contributing to the end of homelessness."

Through its efforts, USICH has demonstrated that, as a nation, we know how to and we can end homelessness in America. Between 2010 and 2016, chronic homelessness declined by 27 percent, the number of families experiencing homelessness declined by 23 percent, and Veteran homelessness declined by 47 percent. [More than 40 communities and 3 entire states](#) have effectively ended Veteran homelessness, making sure every Veteran has a home and creating lasting solutions that can effectively and efficiently respond to future needs. With the publication of [Opening Doors: Federal Strategic Plan to Prevent and End Homelessness](#), USICH set a path for continued coordination across the federal government. These efforts can and should continue among the federal agencies.

The President's Budget proposes to wind-down USICH operations in FY 2018. Prior to the beginning of FY 2018, USICH staff will engage in the activities necessary for the orderly cessation of the agency's programmatic activities. The Budget request assumes that 2 USICH staff will remain from October 1 to November 1, 2017 to complete the remainder of shutdown administrative activities. This Request covers salaries, benefits, and operational costs for this time period, as well as required staff severance and lump sum leave payments that would come due in FY 2018.

II. Organization and Process

The Agency

USICH was originally authorized by Title II of the Stewart B. McKinney Homeless Assistance Act of 1987 (PL 100-77) to serve as an independent establishment within the executive branch. USICH was most recently reauthorized by the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009. USICH employees have worked across the federal government, in close partnership with state and local governments, and with non-profit and private sectors to shape federal policy and support state and local implementation of proven strategies to prevent and end homelessness.

The Council

The Council has included the Secretaries or other senior leaders of 19 member agencies: the U.S. Department of Agriculture, U.S. Department of Commerce, U.S. Department of Defense, U.S. Department of Education, U.S.

Department of Energy, U.S. Department of Health and Human Services, U.S. Department of Homeland Security, U.S. Department of Housing and Urban Development, U.S. Department of Interior, U.S. Department of Justice, U.S. Department of Labor, U.S. Department of Transportation, U.S. Department of Veterans Affairs, Corporation for National and Community Service, General Services Administration, Office of Management and Budget, Social Security Administration, United States Postal Service, and the White House Office of Faith-based and Neighborhood Partnerships. Cabinet members from USICH's member agencies have served as Chair and Vice Chair on a rotating basis.

The Council meets regularly to review progress on implementation of the federal strategic plan, to structure collaboration among Council member agencies, and to identify strategies to strengthen federal efforts, and partnerships with states and local communities, to improve progress in preventing and ending homelessness.

Interagency Working Groups

To implement decisions reached by the Council, to drive on-going coordination across federal agencies and programs, and to ensure consistent guidance is provided to states and communities, USICH has coordinated the efforts of Council agencies through interagency working groups made up of senior level staff from its member agencies. Working groups in FY 2017 include:

- Solving Veteran Homelessness as One
- Interagency Working Group on Chronic Homelessness
- Interagency Working Group on Ending Family Homelessness
- Interagency Working Group on Ending Youth Homelessness
- Interagency Working Group on Coordinated Entry
- Interagency Working Group on Homelessness among American Indians and Alaska Natives
- Interagency Working Group on the Intersection of the Opioid Epidemic and Homelessness

USICH has guided each working group in the development of an interagency work plan, has implemented performance management activities to assure accountability to shared actions and results, and has also provided expert guidance and support to member agencies' activities.

III. Budget Request

To support close-out activities in FY 2018, USICH presents its Congressional Budget Justification request in the amount of **\$570,000**. These costs are operational and payroll costs for one month for 2 FTE, as well as required severance and lump sum leave payments that come due in FY 2018. USICH's final transition and close-out activities in Fiscal Year 2018 are described further below.

OC 11.0 Personnel - \$527,250

For Fiscal Year 2018, USICH requests \$24,200 for 2 staff for the period of October 1 to November 1, 2017, who will be responsible for executing the remainder of closeout activities for the agency:

- 1 Executive Director
- 2 Director of Finance and Administration

This category also includes \$503,050 for required severance and lump sum annual leave payments for former employees that will come due in FY 2018, as well as retention incentive payments to ensure closeout activities can be completed).

OC 12.0 Civilian Personnel Benefits - \$ 10,400

Benefits costs covers 2 staff for one month.

OC 21.0 Travel and Transportation of Persons - \$ 300

This category covers local travel and/or employee parking.

OC 22.0 Transportation of Things - \$ 100

This category covers necessary shipping costs for transfer of items, equipment, etc.

OC 23.0 Communications, Utilities, and Miscellaneous - \$1,500

These costs cover phone and internet connectivity. USICH does not expect to need dedicated office space during this last month of operation; the two remaining employees will work remotely and/or out of GSA-provided space.

OC 25.0 Services - \$28,450

This category includes close-out assistance and support from USDA and GSA in finance, payroll, human resources processing, as well as information technology/network support.

OC 26.0 Supplies and Materials - \$2,000

This category covers necessary supplies and materials necessary to prepare equipment, office items, records and other items for shipment/transfer to other entities.

IV. FY 2018 Summary of Close-out Activities

USICH's close-out activities in FY 2018, between October 1 and November 1, 2017, would include:

- Final meetings and/or communications with federal agency points of contact regarding financial, human resource, and other administrative close-out activities, as needed.
- Final closeout/verification of all Agency accounts, including financial, human resources, operational and others.
- Final closeout and/or accruals of all contracts and other agreements and their associated payments.
- Execution of agreement/authorization for USDA/GSA to handle any residual financial, human resources and other applicable activities. Transfer of information and/or records to these entities.
- Transfer of any applicable records/documents to National Archives.
- Transfer of personnel records to National Personnel Records Center.
- Ensuring all government-owned equipment is accounted for and disposed of/transferred properly.
- Ensuring archiving and/or shutdown of all information systems.
- Any other activities required/requested by OMB, OPM, or other Executive Branch agencies to ensure proper agency closure.