



United States Interagency Council on Homelessness Fiscal Year 2019 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 2019 Summary Statement

	2017 Enacted	2018 CR*	2019 Request
Budget Authority	\$3,600,000	\$3,575,552	\$630,000

Comparisons by Budget Object Classification: 2015 - 2017

	2017 Actual	2018 CR*	2019 Request
11.0: Personnel-20.5/20.5/2	\$1,745,932	\$2,164,587	\$593,350
12.0: Civilian Personnel Benefits	\$580,799	\$650,110	\$10,800
21.0: Travel and Transportation of Persons	\$284,219	\$125,000	\$100
22.0: Transportation of Things	\$1,098	\$960	\$100
23.0: Communications, Utilities, and Misc. Charges	\$104,939	\$46,000	\$4,100
24.0: Printing and Reproduction	0	\$5,000	\$0
25.0: Services (Including rent payments to GSA)	\$819,156	\$556,830	\$21,000
26.0: Supplies and Materials	\$25,280	\$27,065	\$550
Total Obligations, Estimate	\$3,561,423	\$3,575,552	\$630,000
Total Outlays, Estimate	\$3,507,961	\$3,575,552	\$630,000

* A full year 2018 appropriation was not enacted at the time the budget was prepared; therefore, the budget assumes this account is operating under the Continuing Appropriations Act, 2018 (Division D of P.L. 115-56, as amended). The amounts included for 2018 reflect the annualized level provided by the continuing resolution.

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 or their designees, 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 2017, total homelessness has been reduced by 13 percent, family homelessness has been reduced by 27 percent, chronic homelessness among people with disabilities has been reduced by 18 percent, and Veteran homelessness has been reduced by 46 percent. [60 communities across 30 different 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 Budget proposes to wind-down USICH operations in FY 2019. Prior to the beginning of FY 2019, USICH staff would engage in the activities necessary for the orderly cessation of the agency's programmatic activities. The Budget request assumes 2 FTE would continue employment in FY 2019 to complete the remainder of shutdown administrative activities from October 1 to November 1, 2018. 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 2019.

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. In recent years, USICH has been staffed by approximately 20 FTEs organized into 5 teams: Executive Office; Policy Team; field-based National Initiatives Team; Communications Team; and Finance and Administration Team. Leadership has included the executive director, deputy director, director of national initiatives, director of communications, director of finance and administration, and chief of staff. Employees have work across the federal government, in close partnership with state and local governments, and with non-profit and private sectors. USICH staff have been recognized subject matter experts, shaping federal policy and strategies and supporting state and local implementation of proven strategies to prevent and end homelessness.

The Council

The Council has included 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.

The Council has met four times each year 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. In preparation for these quarterly Council meetings, USICH has convened its Council Policy Group (CPG) with senior staff representation from each member agency, driving collaboration, coordinating policies and programs, collecting data, developing special initiatives, and preparing recommendations for consideration by the full Council.

The Council has discussed a variety of critically important topics at Council meetings in recent years, including: interagency actions for ending Veteran homelessness; the next phases of strategies for ending homelessness among families and youth; progress on *Opening Doors* implementation; addressing homelessness among Native Americans and tribal communities; reducing criminal justice system involvement among people experiencing homelessness; ways to engage federal mainstream programs and resources to end homelessness; and priorities for revising and strengthening the current federal strategic plan to prevent and end 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 2018 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 Preventing Homelessness Among Transitioning Service Members

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.

USICH's External Stakeholders and Partners

To inform federal strategies and to strengthen the impact of federal actions, USICH has engaged and partnered with a variety of external stakeholder groups with key roles in advancing local and national progress, including:

- **National Non-Profit Organizations:** USICH has partnered with many national organizations focused on homelessness, housing, and related issues, and has hosted quarterly roundtable conversations with national stakeholders and federal partners to increase awareness of federal programs and policy development, to allow for input from major national organizations, and to identify opportunities for collaboration on important strategic objectives.
- **National Associations:** USICH has worked with a variety of membership organizations, including those focused on housing and homelessness issues, and with associations that support the efforts of local and state public agencies and elected officials.
- **State and Local Leaders Across the Country:** USICH's executive director, National Initiatives Team, and other staff have engaged directly with Governors, Mayors, and other local officials and leaders, including traveling to local jurisdictions to provide in-person guidance directly to communities through meetings, events, and other technical assistance to support and drive progress.
- **Other Stakeholders Nationwide:** Through a broad communications strategy that has included media engagement, speaking engagements, conference presentations, social media, and electronic newsletters, USICH has engaged a wide array of community-based and faith-based organizations and stakeholders across the country in support of the federal strategic plan and the most effective strategies to prevent and end homelessness.

III. Budget Request

To support close-out activities in FY 2019, USICH presents its Congressional Budget Justification request in the amount of **\$630,000**. 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 2019. USICH's final transition and close-out activities in Fiscal Year 2019 are described further below.

OC 11.0 Personnel - \$593,350

As already stated, USICH staff will be reduced to two FTE at the start of FY 2019, who will be responsible for executing the remainder of closeout activities for the agency.

For Fiscal Year 2019, USICH requests funding for 2 FTE, as outlined, for the period of October 1 to November 1, 2018:

- 1 Executive Director
- 2 Director of Finance and Administration

This category covers payroll for 2 FTE for one month (\$36,000) as well as required severance, lump sum annual leave, and retention incentive payments (\$557,350) that come due in FY 2019.

OC 12.0 Civilian Personnel Benefits - \$ 10,800

Benefits costs covers 2 FTE for one month.

OC 21.0 Travel and Transportation of Persons - \$ 100

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 - \$4,100

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 - \$21,000

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 - \$550

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 2019 Summary of Close-out Activities

USICH's close-out activities in FY 2019, between October 1 and November 1, 2018, will 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.