

## **Renters Commission Position: Housing and Human Services Advisory Board (HHSAB) Liaison Role Summary**

### Duties

- Attend every other HHSAB meeting to provide a report on Renters Commission Activities
- Report HHSAB activities to the Renters Commission

### Time Commitment

- Approximately 3 hours every two months.

### Meetings

- Second Thursday of every month, in person

### About the HHSAB

The Housing and Human Services Advisory Board (HHSAB) makes recommendations to the [Ann Arbor City Council](#) and [Administration](#), and the [Washtenaw County Office of Community and Economic Development \(OCED\)](#) regarding policies and programs to address the housing and human services needs of low-income residents of the City of Ann Arbor.

### Responsibilities

The HHSAB is charged with the following powers and duties (as enumerated in its By-Laws):

1. To develop an [annual work plan \(PDF\)](#), which shall detail the Board's role in implementing the City's housing and human services policies and programs.
2. To provide feedback in developing the Consolidated Strategy and Plan and Annual elements required by the [Federal Department of Housing and Urban Development \(HUD\)](#).
3. To make recommendations to City Council regarding City housing and human services policies.
4. To make recommendations annually to City Council regarding funding priorities for the expenditure of federal, state, and City allocations and grants for housing and human services.
5. To oversee the HUD-mandated citizen participation process to assess community housing and human service needs.
6. To review proposals for [Ann Arbor Affordable Housing Fund \(AAAHF\)](#) funding requests over \$25,000 and make recommendations to City Council and the Mayor for final approval.

7. To recommend two (2) members to represent the City on the [Coordinated Funding](#) program operations funding review committee.

More information: <https://www.washtenaw.org/1964/Housing-Human-Services-Advisory-Board>