



NEWS ADVISORY

Jan. 6, 2020

For immediate release

City Seeks Applicants for Affordable Housing Citizen Oversight Committee

The City of Missoula is recruiting members for the Affordable Housing Citizen Oversight Committee. The Oversight Committee is an important component of the Affordable Housing Trust Fund, adopted by City Council on July 20, 2020. The committee will create funding policies and priorities to affect affordable housing development for years to come. The Affordable Housing Trust Fund is an ongoing funding source to meet affordable housing needs and community goals.

Recruitment for members is open from **Wednesday, Jan. 6, through Wednesday, Feb. 10, at 5 p.m.**

Key role and application details are included below. Visit the [committee page](#) for the full role description.

Citizen Oversight Committee Role

The Citizen Oversight Committee will oversee key functions of the Trust Fund. Key Functions include approving the administrative policies and the annual Allocation Plan. The Citizen Oversight Committee will not make funding decisions for every project supported by the Trust Fund.

Membership Structure and Appointment Process

Affordable Housing Citizen Oversight Committee Membership includes 11 total members:

- Nine (9) voting members
- Two (2) alternates
- Three voting members include:
 - The mayor or designee
 - The president of City Council or designee

- Executive director of Missoula Housing Authority or designee
- Three (3) community members
 - Two (2) community members who are currently or have within the last two years received some form of help in securing their housing
- One (1) representative from a housing nonprofit
- One (1) representative from the field of housing or real estate
- One (1) representative from the field of banking and/or finance

Alternate members do not vote. They participate in committee discussions and share perspective.

Appointments:

- Mayor will appoint two (2) voting members and one (1) alternate
- City Council will appoint three (3) voting members and one (1) alternate
- Missoula Board of County Commissioners will appoint one (1) voting member

How to Apply:

Missoula area residents of all skill and knowledge backgrounds should apply. Community Planning, Development & Innovation staff will work with new members to support successful orientation.

Applicants have several options for submitting an application:

1. [Apply online](#)
2. [Download application](#) (PDF) Drop off* or mail a hard copy (hand-written or typed) to **City Clerk, 435 Ryman St., Missoula, MT. 59802**
3. Email completed application to CityClerk@ci.missoula.mt.us
4. Submit a verbal application if you are unable to complete a written application. Contact Emily Harris-Shears, harris-shearse@ci.missoula.mt.us or (406) 552-6394.

Applications in all formats are due by **5 p.m. on Wednesday, Feb. 10.**

*Please note the City Clerk Office is currently closed to the public. There is a drop box located at the entrance to City Hall where you can place materials.

Contact for interviews:

Emily Harris-Shears, Affordable Housing Trust Fund Administrator

harris-shearse@ci.missoula.mt.us or (406) 552-6394