Iowa Council on Homelessness

Policy for Requests for Letters of Support

Approved by Executive Committee, 4/20/18

1. An agency may request a letter of support from the Iowa Council on Homelessness for a grant competition.
2. If there are no other programs/applications in direct competition within the Iowa Balance of State Continuum of Care, then the Chair and Co-Chair of the Executive Committee may, acting together, approve a letter.
3. If either the Chair or Co-Chair is not available or there exists a conflict of interest, then another member of the Executive Committee may act as alternate for either the Chair or Co-Chair to together approve a letter.
4. For any letters approved in this way, the full Executive Committee and/or Iowa Council on Homelessness should be notified of the signed letters at the next available opportunity (usually, at the next meeting).
5. Alternatively, the Executive Committee and/or the Iowa Council on Homelessness may still approve any requests for letters of support at their usual meetings.