

**Department of Veterans Affairs  
Charter of the  
Advisory Committee on Homeless Veterans**

**1. Committee's Official Designation.** Advisory Committee on Homeless Veterans

**2. Authority.** The Advisory Committee on Homeless Veterans (Committee) is authorized by statute, 38 U.S.C. § 2066 and operates in accordance with the provisions of the Federal Advisory Committee Act, as amended, 5 U.S.C. Ch. 10.

**3. Objectives and Scope of Activities.** The Committee advises the Department of Veteran Affairs (VA) Secretary, through the Under Secretary for Health, on the provision of benefits and services to Veterans experiencing homelessness. In providing this advice, the Committee shall assemble and review information relating to the needs of homeless Veterans; provide an ongoing assessment of the effectiveness of the policies, organizational structures, and services of VA in assisting Veterans experiencing homelessness; and provide ongoing advice on the most appropriate means of providing assistance to Veterans experiencing homelessness.

**4. Description of Duties.** The Committee shall perform the duties set forth in 38 U.S.C. § 2066(b). The Committee shall:

- (A) review the continuum of services provided by VA directly or by contract in order to define cross-cutting issues and to improve coordination of all services with VA that are involved in addressing the special needs of homeless Veterans;
- (B) identify (through the annual assessments under section 2034 of this title and other available resources) gaps in programs of VA in serving homeless Veterans, including identification of geographic areas with unmet needs, and provide recommendations to address those gaps;
- (C) identify gaps in existing information systems on homeless Veterans, both within and outside Veterans, and provide recommendations about redressing problems in data collection;
- (D) identify barriers under existing laws and policies to effective coordination by VA with other Federal agencies and with State and local agencies addressing homeless populations;
- (E) identify opportunities for increased liaison by VA with nongovernmental organizations and individual groups providing services to homeless populations;
- (F) with appropriate officials of VA designated by the Secretary, participate with the Interagency Council on the Homeless under title II of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11311 et seq.);
- (G) recommend appropriate funding levels for specialized programs for homeless Veterans provided or funded by VA;
- (H) recommend appropriate placement options for veterans who, because of advanced age, frailty, or severe mental illness, may not be appropriate candidates for vocational rehabilitation or independent living; and
- (I) perform such other functions as the Secretary may direct.

Not later than March 31 of each year, the Committee shall submit to the Secretary a report with recommendations on the programs and activities of VA designed to assist homeless Veterans. The report shall include an assessment of the needs of homeless Veterans; a review of programs and activities of VA designed to meet such needs; a review of the activities of the Committee; and such recommendations (including recommendations for administrative and legislative action) as the Committee considers appropriate.

**5. Agency or Official to Whom the Committee Reports.** The Committee reports to the Secretary of Veterans Affairs through the Under Secretary for Health.

**6. Support.** Support for the Committee is provided by the Veterans Health Administration (VHA) Homeless Programs Office.

**7. Estimated Annual Operating Costs and Staff Years.** The estimated annual cost for operating the Committee is \$115,000 (contingent upon the availability of travel funds) and 0.50 full-time equivalent staff. Members shall serve without pay. All members will receive travel expenses and a per diem allowance in accordance with the Federal Travel Regulations for any travel made in connection with their duties as members of the Committee.

**8. Designated Federal Officer.** The Director of VHA's Homeless Programs Office, or their designee, is assigned the responsibilities of Designated Federal Officer (DFO) for the Committee. The DFO, a full-time VA employee, will approve the schedule of committee and subcommittee meetings. The DFO, or a designee, will be present at all committee and subcommittee meetings, and each meeting will be conducted in accordance with an agenda approved by the DFO. The DFO is authorized to adjourn any meeting when they determine it is in the public interest to do so.

**9. Estimated Number and Frequency of Meetings.** The Committee is expected to meet approximately no less than two (2) times annually.

**10. Duration.** There is a continuing need for the Committee to assist the Secretary in carrying out the responsibilities under 38 U.S.C. § 2066. This Charter remains in effect for 2 years from the filing date or until the termination of the Committee's authorization under 38 U.S.C. § 2066, whichever comes first.

**11. Termination.** September 30, 2026, unless extended by statute.

**12. Membership and Designation.** The Committee shall consist of not more than 15 members submitted through the Under Secretary for Health for appointment by the Secretary chosen from among the following: Veterans Service Organizations; advocates of homeless Veterans and other homeless individuals; community-based providers of services to homeless individuals; previously homeless Veterans; state VA officials; experts in the treatment of individuals with mental illness; experts in the treatment of substance use disorders; experts in the development/management of permanent

housing alternatives for lower income populations; experts in vocational rehabilitation; experts on increasing access to mainstream benefits; other organizations or groups as the Secretary considers appropriate and experts with program or policy experience in homelessness (not required, but may be the expertise the Secretary considers appropriate).

The Committee shall include ex officio members, or their representatives as described in 38 U.S.C. 2066(a)(3), as follows: the Secretary of Labor, the Secretary of Defense, the Secretary of Health and Human Services, the Secretary of Housing and Urban Development, the Executive Director of the United States Interagency Council on Homelessness, VA's Under Secretary for Health, and VA's Under Secretary for Benefits.

The Committee is comprised of approximately 22 members (total includes 7 ex-officio members). The Secretary shall determine the terms of service and allowances of the members of the Committee, except that a term of service may not exceed 3 years. The Secretary may reappoint any member for an additional term of service. Ex-Officio members may be Regular Government Employees, but the majority of appointed members of the Committee's membership will be Special Government Employees.

**13. Subcommittees.** With the DFO's approval, the Committee is authorized to create subcommittees to perform specific projects or assignments as necessary and consistent with its mission. The Committee Chairperson shall notify the Secretary, through the DFO, of the creation of any subcommittee, including its function, membership, and estimated duration. The objectives of the subcommittees are to make recommendations to the chartered Committee with respect to matters related to the responsibilities of the chartered Committee. Such subcommittees may not work independently of the chartered Committee and must report their recommendations and advice to the full Committee for full deliberation and discussion. Subcommittees have no authority to make decisions on behalf of the parent Committee nor can they report directly to VA.

**14. Recordkeeping.** Records of the Committee shall be handled in accordance with General Records Schedule 6.2 or other approved agency records disposition schedules. Those records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. § 552.

**15. Filing Date.**

Approved. \_\_\_\_\_/s/\_\_\_\_\_ 4/10/2024\_\_\_\_\_  
Denis McDonough Date  
Secretary of Veterans Affairs