



Lakeshore Housing Alliance (LHA) Membership Application

Continuum of Care Membership Application

The Lakeshore Housing Alliance (LHA) is the HUD-recognized Continuum of Care for Ottawa County whose mission is to work collaboratively to meet the needs of people at risk of or experiencing homelessness in Ottawa County.

The Lakeshore Housing Alliance “is designed to promote communitywide commitment to the goal of preventing and ending homelessness; make recommendations for priorities and allocations of funding for efforts by non-profit providers, and State and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness; promote access to and effect utilization of mainstream programs by homeless individuals and families; and optimize self-sufficiency among individuals and families experiencing homelessness.” The LHA’s work is guided by its Governance Charter and Strategic Plan.

Membership in the LHA/Continuum of Care is **free and open to all**. Relevant organizations include nonprofit homeless assistance providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, and organizations that serve veterans and homeless and formerly homeless individuals.

Members are expected to support the infrastructure of the LHA, LHA’s Strategic Plan, regularly attend LHA/Continuum of Care meetings, and are strongly encouraged to participate in LHA committees and workgroups. Members must also agree to and abide by the LHA Governance Charter and all LHA policies, including the Code of Conduct (see attached), for the duration of their membership as well as annually complete the Voter Authorization Form.

In return, LHA/Continuum of Care **members receive access to:**

- Voting rights on CoC governance issues
- Community data on progress
- Timely email updates and presentations on policy and funding changes at the local, state and federal level
- Participation in system-wide strategy and direction for ending homelessness in Ottawa County
- Trainings and workshops that promote best practices
- Opportunities to network with those doing similar work to promote system building
- Opportunities to apply for new and/or renewal funding from the Department of Housing and Urban Development (HUD) and the Michigan State Housing Development Authority (MSHDA)
- Opportunities to apply for funding from the Homelessness Prevention Endowment

LHA/Continuum of Care **meetings are open to all interested parties**, however, there is only one voting representative from any agency or organization. A roster of voting representatives is maintained and updated at least annually.



LHA/Continuum of Care Membership Application

Agency and organization members are eligible to vote on specific LHA/Continuum of Care matters and must designate voting representatives by completing the LHA Voter Verification Form annually. The LHA Voter Verification Form includes fields to designate voting representatives in priority order.

Please supply your contact information below. Individual members do not need to be affiliated with a member agency or organization to vote as individual members but may not be employed by a member agency.

Organizations should submit 1 membership application form per agency and use the Voting Authorization Form to identify the people who will participate in the LHA.

Membership must be renewed annually by submitting an updated Membership Application Form.

Organization Member

Check one:

- Nonprofit
 - Governmental entity
 - Philanthropy
 - Business/for profit

OR

Individual Member

Check all that apply:

- Homeless
- Formerly homeless
- Advocate

First Name:
Last Name:
Organization:
Email:
Mailing address:
Phone:

Affirmation By requesting to become members of the LHA/Continuum of Care, I/we/our organization agree(s) to uphold the beliefs and values identified herein, regularly attend meetings, and actively engage in LHA efforts to end homelessness.

Authorized Signature: _____

Date: _____

Member Code of Conduct

The Code of Conduct of the Lakeshore Housing Alliance (LHA), which is the Ottawa County Continuum of Care (CoC), is a commitment to professionalism amongst LHA Executive Committee members; committee, ad hoc, and working group members; LHA staff; LHA members; and members of the public attending LHA meetings, including people with lived experience of homelessness and community partners. This Code is intended to focus on areas of ethical risk and foster a culture of honesty, teamwork, and accountability. No code or policy can anticipate every situation that may arise. Accordingly, this Code is to serve as a source of guiding principles for creating a strong CoC in which collaboration and services can grow. Unethical actions, or the appearance of unethical actions, are not acceptable.

All individuals subject to this Code of Conduct agree to uphold the highest standards of professionalism in their representation of their agencies, communities, the LHA collaborative, and the individuals and families experiencing homelessness whom they serve. Parties subject to this code agree to:

- 1. Fair and Respectful Representation**
Represent their agencies, the LHA, and the people served with honesty, fairness, and respect.
- 2. Constructive Participation**
Stay informed about LHA strategies, planning, and goals, and actively support collaborative efforts to advance the mission.
- 3. Professional Conduct and Accountability**
Uphold professional standards of behavior, including respectfulness, fairness, and honesty. Honor commitments made to the LHA and avoid unclear or unwise obligations.
- 4. Collaboration and Partnership**
Promote cooperation among LHA members, consult and collaborate with other professionals and institutions when needed, and encourage respectful conflict resolution.
- 5. Transparency and Accuracy**
Communicate LHA-related information in a fair, accurate, and complete manner. Avoid misrepresentations of LHA recommendations, actions, or activities.
- 6. Equity and Inclusion**
Treat all individuals with respect and consideration, regardless of race, religion, gender, ability, age, national origin, or other protected characteristics. Respect diverse opinions and register dissent appropriately.
- 7. Ethical Decision-Making**
Clarify professional roles and responsibilities, exercise sound judgment, and take precautions to prevent bias or conflicts of interest from influencing LHA processes.
- 8. Engagement and Participation**
Attend LHA meetings and activities to the best of their ability and contribute meaningfully to the collaborative work.
- 9. Legal Compliance**
Abide by all applicable laws, including mandated reporting requirements under the Michigan Child Protection Law.
- 10. Responsible Public Communication**
While members and staff may comment freely on social media regarding matters of public concern, such comments must not unduly disrupt LHA operations or compromise its integrity.

Violations of this Code of Conduct can result in a verbal warning, being removed from a meeting space, LHA Membership termination or nonrenewal, and other consequences in accordance with local laws.