

**BYLAWS OF THE  
HOME INVESTMENT PARTNERSHIP PROGRAM  
SOMERSET COUNTY, NEW JERSEY  
Reviewed: February 2020**

Article I - Establishment of the Committee:

For the purpose set forth in Article III below, there shall be established the Somerset County HOME Committee, hereafter referred to as the HOME Committee, or Committee.

Article II - Authorization:

The Committee shall be established in accordance with duly adopted Cooperation Agreements between Somerset County and each participating municipality pursuant to the New Jersey Inter-Local Services Act (NJSA 40A:65-1).

Article III - Purpose:

The purpose of the Committee is to assess community development needs and objectives in Somerset County and to recommend to the Board of Chosen Freeholders annual HOME Programs responsive to these community development needs.

Article IV - Membership:

The HOME Investment Partnership Program (HOME) Committee shall consist of two (2) Freeholders, one (1) representative of the Department of Human Services and at least three (3) members of the community. The members are appointed by the Freeholder Board for a two (2) year term.

Article V - Responsibilities:

The Committee Members are charged with the following responsibilities:

- A. To consider the input of citizen groups and interested parties in order to facilitate citizen participation in the HOME Program planning process.
- B. To function as liaison between the Committee and participating members of the community and private nonprofit organizations, including recommending policies and procedures for the HOME planning process, as deemed appropriate and necessary.
- C. To recommend a comprehensive affordable housing strategy to the Somerset County Board of Chosen Freeholders. This includes:

1. Acting as an advocate for the creation of affordable housing in Somerset County.
2. Thoroughly reviewing and prioritizing proposals that are submitted to request funding from the HOME Investment Partnership Program. The Community Development Office will supply supplementary information to facilitate this process.
3. Attending an annual meeting where project updates will be provided, project proposals will be discussed, and applicant presentations will be heard. Committee members should maintain a baseline of knowledge related to affordable housing and the regional market so that they may provide input into the decision and policy-making process related to HOME Program administration.
4. Recommending new projects for, and amendments to, the HOME Program portion of the County Annual Action Plan.

#### Article VI- Quorums and Voting:

##### A. Quorums

###### Full HOME Committee

A quorum will require four (4) HOME Committee representatives

##### B. Voting

###### 1. Full HOME Committee

Each member will have one (1) vote. In order to adopt a motion, a majority affirmative vote of the members present at a meeting with a quorum will be necessary.

###### 2. Conflict of Interest

Members must abstain from voting on any recommendation(s) to award a subgrant or other motion that would result in direct benefit to themselves, members of their immediate family, close personal friends, business partners, or any business organizations that employ, or are about to employ, any of the above.

#### Article VIII - Amendments to the Bylaws:

These Bylaws may be amended from time to time. Any substantial changes to the Bylaws must be approved by a majority affirmative vote of the members present at a full HOME Committee meeting with a quorum in attendance.

#### Article IX - Procedure

Roberts Rules of Order will apply in situations not covered by these Bylaws.