



Section 1 | Qualifications & Experience | 40 total section points possible

The purpose of this section is to get to know the applicant, their qualifications and ability to be able to effectively use a Community Housing Navigator (CHN) and do so within the confines of the values that the UWYC feels are essential.

○ **Organization Background – 10 points**

- Did the background provided show a clear and detailed picture of how their organization has in the past, and could continue to steward funds to make an impact on families experiencing homelessness?

○ **Agency's Qualifications – 25 points**

- **Qualifications – 15 points**

- Did the organization clearly lay out their qualifications and experience in both housing navigation and wraparound support and are those qualifications significant?
- Based on the application and the CHN Job Expectations Document, to what degree did this organization show that it has the ability to carry out the specific expectations outlined?

- **Organization Positioning (a.) – 5 points**

- Did the organization provide a substantive difference between themselves and other organizations to show how they are best positioned to receive funds in a clear and convincing manner?

- **Ensuring Success (b.) -5 points**

- Did the organization show how they will use their expertise and experience to support their CHN(s), to support families experiencing homelessness?

○ **DEI Commitment – 5 points**

- Did the organization clearly explain their commitment to equity and how they intend to include that commitment in both their hiring and client support processes?

Section 2 | Plan & Implementation | 35 total section points possible

The purpose of this section is for the applicant to share how they intend to structure this new position and ensure its success.

○ **Plan, Structure, & Implementation – 25 points**

- Does the organization clearly lay out a comprehensive plan for how they will train, and maintain their CHN(s) through a well thought out supervision structure and skill development approach?
- Does the plan explain how they intend to make a significant additional impact on families experiencing homelessness in Yellowstone County through both housing navigation and wraparound support?

○ **Collaboration – 10 points**

- Does the organization clearly show how they intend to incorporate collaboration into their plan as well as how coalitions, data collection, the HSF, and HMIS will assist them in this effort?

Section 3 | Budget | 10 total section points possible

The purpose of this section is for the organization to share their budget proposal for this program.

- **Budget Narrative – 10 points**

- Did the organization properly fill out and attach their budget?
- Did the organization clearly explain their budget in the narrative, covering all three years of funding, and show how the funds will be spent in a manner that impacts families experiencing homelessness?
- Did the organization include matching funds that make a substantive impact on their ability to impact additional families or provide a substantive increase to the impact of their case-management for clients? **(2 Points)**

Section 4 | Sustainability | 15 total section points possible

The purpose of this section is for the organization to share their sustainability plan.

- **Sustainability Plan – 10 points**
 - Did the organization clearly lay out a sustainability plan that allows them to continue doing this work following the grant period end date and is that plan realistic, timely and impactful?
- **Caseload – 5 points**
 - Did the organization describe a clear plan to avoid burnout in their CHN?
 - Did the organization describe a clear and balanced plan to limit their CHN's client caseload to ensure in-depth case management while also making the biggest impact possible for clients?

Section 5 | Attached Documents

- **Attached Budget Form**
- **Attached Form 990**