



UNITED WAY
Yellowstone County

**2026-2028 UWYC United to Solve Homelessness
Community Housing Navigators
Application**



Application Information	
Program Title:	United to Solve Homelessness, Community Housing Navigators (CHNs)
Award Amount:	Up to \$75,000 annually (for each CHN salary, fringe & admin)
Application Deadline:	August 21, 2026
Funding Period:	September 10, 2026 – December 31, 2028
Number of Awardees:	One FTE Community Housing Navigator Position will be funded.
Who Can Apply	
Eligible Agency Types:	501(c)3 charity or government entity.
Data Management Participant:	Must currently have access to or be able to attain access and utilize the HMIS System.
Geographic Location:	Must operate in part or entirely within Yellowstone County.

Organization Information							
Agency Name:							
Address:		City:		State:		Zip Code:	
Website:							
Mission Statement:							

Contact Info			
CEO or Executive Director Name:			
Phone Number:		Email:	
Financial Contact:			
Phone Number:		Email:	
Application Contact:			
Phone Number:		Email:	



SECTION 1: QUALIFICATIONS & EXPERIENCE (40 POINTS)

Organizational Background

1. Provide your organization's background of previous work with homeless populations and with families. Please include how this background supports your ability to effectively steward these funds to make an impact on families experiencing homelessness. (100 Word Limit) (10 Points)

Agency's Qualifications

2. Describe your agency's qualifications to employ and train a Community Housing Navigator to provide housing navigation & wraparound support, specifically the duties as outlined in the attached CHN Job Expectations Document. (300 Word Limit) (25 Points) Please include:
 - a. Why is your agency the best positioned to receive a CHN.
 - b. How your agency will leverage expertise and experience to ensure your CHN successfully impacts families experiencing homelessness.

DEI Commitment

3. Please explain your organization's commitment to DEI and how not only your hiring process, but also your service provision, meets DEI values. (100 Word Limit) (5 Points)

SECTION 2: PLAN & IMPLEMENTATION (35 POINTS)

Plan, Structure, & Implementation

1. Describe your agency's plan to train and maintain a CHN who will make a significant impact on families experiencing homelessness in Yellowstone County. (300 Word Limit) (25 Points) Please include:
 - a. How you will structure supervision, training and skill development for your hired CHN.
 - b. Details of how your case management and client support plan will work to provide in-depth, wraparound navigation, and ultimately create a significant additional impact on families experiencing homelessness.

Collaboration

2. Describe how you will ingrain a commitment to collaboration and partnership with community agencies and available resources in your hired CHN(s). (150 Word Limit) (10 Points) Please include:
 - a. How you will work within the Homeless Management Information System.
 - b. How you will utilize coalitions, data collection and housing solution funds.



SECTION 3: BUDGET (10 POINTS)

1. Each 1.0 FTE CHN position comes with up to \$75,000/yr in direct funding. Please fill out the budget template attached. The total requested funds may be less than \$75,000 but not more, per requested 1.0 FTE position.

(Inserted as downloadable file)

Budget Narrative

2. Please lay out your budget narrative of how funds will be spent here. Your budget narrative should show how funds will make an impact on families experiencing homelessness. Please include an explanation for any agency match you are proposing. (200 Word Limit) (10 Points)

SECTION 4: SUSTAINABILITY (15 Points)

Sustainability Plan

1. Describe your sustainability plan to continue assisting families experiencing homelessness following the grant period end date. (100 Word Limit) (10 points)

Caseload

2. Describe your agency's plan to limit the burnout of your hired CHN and ensure an on-going reasonable caseload that maintains an in-depth approach to client services while also making an impact on as many client families as possible. (100 Word Limit) (5 points)

SECTION 5: ATTACHMENTS

Documents to Review:

- CHN Job Expectations
- RFP FAQ
- FAQ Session
- RFP
- Scoring Criteria Breakdown

Documents to Attach:

- Attach Budget Form
- Form 990