

Department New Request Form
Fiscal Year 2025

Program	CPDI	Title of New Request:		Rank:	2
Department	Community Development				
Request Category	New	Built for Zero Specialist			
Request Rating	Required				
Department Goal	Community Safety, Health, and Well-Being Strategic goal 1: Provide supportive services for people in crisis		# of FTE's in this request		1.00
1. How will request assist in achieving Department Goal and benefit the customer					
<p>This is a fully grant-funded position. This new request is to create spending authority for grant funds that we expect to receive in FY25 Q3 (March 2025). All funding for this position comes from Community Solutions Built for Zero which covers all staff salary and fringe costs for a 1.0 FTE Built for Zero Specialist. This is not a request for additional City funding. The Built for Zero Specialist leads Missoula's collective efforts to achieve functional zero homelessness for Veterans by November 11, 2026. Built for Zero is largely a continuous improvement framework for the Missoula Coordinated Entry System and, as such, this position plays a direct role in Houseless Programs' ability to continue to lead the Missoula Coordinated Entry system and expand leadership capacity as the system grows and gains sophistication. Built for Zero is a key collaborative program that ties in tightly with Houseless Programs' development of the next phase of the City's approach to addressing homelessness.</p>					
2. What specifically is needed to achieve this goal?					
<p>This position is already fully developed and is part of Houseless Programs. No additional resources or capacity is needed to implement this request at this time. The second installment of grant disbursement on this grant is dependent on our ability to demonstrate a clear plan to funding sustainability for the Built for Zero Specialist beyond the first 2 years of grant funding. We are working with Community Solutions to understand what exactly is needed and expect to bring a new request for continued funding at the conclusion of grant funding in March 2026.</p>					
3. Cost Impact of New Program:					
Account #	Item	Qty	Unit Cost	Requested One-Time	Requested Ongoing
Ongoing Expenses					
				—	—
				—	—
				—	—
				—	—
				—	—
				—	—
				—	—
				—	—
One-time Expenses					
1000.250.450131.110	Wages	1	65066.13	65,066	65,066
1000.250.450131.140	Contributions	1	30700.18	30,700	30,700
1000.250.450131.210	Office Supplies	1	300	300	300
1000.250.450131.370	Travel	1	761	761	761
1000.250.450131.380	Training	1	1000	1,000	1,000
Expense Sub-Total			97,827	—	97,827
Revenue Offset:					
Account #	Revenue Description				Proposed One-time Revenue
1000.000.365020.00	N	Community Solutions Built for Zero Capacity Building Grant Installment 2			97,827
					—
					—
					—
Revenue Sub-Total					97,827
4. What sort of data will be used to report results and outcomes of request?					Requested/Proposed Funding Source
<p>Through Built for Zero we track and measure a number of outcomes related to Veterans homelessness and overall homelessness as outlined in Missoula's Built for Zero work plan. These outcomes include overall progress to functional zero for veterans measured by the difference between inflow and outflow in the Missoula Coordinated Entry System, decreasing length of time homeless for veterans, and reducing chronic veteran homelessness.</p>					One-time
					—
					—
					—
					—
Tax or Assessment	—				
Non-tax	97,827				
Fund Balance	—				
Total	97,827				