

**Department New Request Form
Fiscal Year 2026**

Program	CPDI	Title of New Request:	Rank: 5
Department	Community Development	Build for Zero Specialist	
Request Category	New		
Request Rating	Request/Service/Feature		
	Maintain Level of Service		
Department Goal		# of FTE's in this request	1.00

1. How will request assist in achieving Department Goal and benefit the customer

This position leads Missoula's community participation in Built for Zero, which is currently focused on functionally ending houselessness for veterans by November 2026. The BfZ Specialist successfully led Missoula through the Housed for the Holidays housing sprint, housing 12 veterans in 60 days and paving a new approach to unit acquisition and landlord engagement. This position leads strategy to advance us toward our Built for Zero goals and provides coordination and support to the Missoula Coordinated Entry System. MCEs has grown significantly in the last 8 years and now demands leadership from more than one single staff person.

2. What specifically is needed to achieve this goal?

1.0 FTE Career Ladder CPDI Specialist I, \$95,351.40 salary, fringe and benefits

3. Cost Impact of New Program:

Account #	Item	Qty	Unit Cost	Requested One-Time	Requested Ongoing	FY 2026 Unfunded	FY 2026 Funded	Proposed FY 2027 Ongoing
Ongoing Expenses								
1000.250.450131.110	Salaries	1	65,071		65,071	65,071	—	
1000.250.450131.140	Employer Contributions	1	30,281		30,281	30,281	—	
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
One-time Expenses								
				—		—	—	
				—		—	—	
				—		—	—	
				—		—	—	
				—		—	—	
Expense Sub-Total				—	95,352	95,352	—	—

Revenue Offset:

Account #	Revenue Description	Proposed Onetime Revenue	Proposed Ongoing Revenue
1000.000.334122.00	N Build for Zero Capacity Building Grant		87,118
1000.000.362007.00	N Opiod Grant Funds		3,294
1000.000.311000.00	T General Fund		4,940
Revenue Sub-Total		-	95,352

4. What sort of data will be used to report results and outcomes of request?

Through Built for Zero we track and measure a number of outcomes related to Veterans houselessness and overall houselessness as outlined in Missoula's Built for Zero workplan. 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.

Requested/Proposed Funding Source

	One-time	Ongoing
Tax or Assessment	-	4,940
Non-tax	-	90,412
Fund Balance	-	-
Total	-	95,352