**System Navigators assist the most vulnerable individuals that are matched from the Coordinated Entry Housing Queue to Permanent Supportive Housing through the housing process. System Navigators meet weekly to discuss the progress of those that are being navigated into housing.**

<table>
<thead>
<tr>
<th>Program Description</th>
<th>Essential Program Elements</th>
<th>Time Frame</th>
<th>Population</th>
<th>Desired/Expected Outcomes</th>
</tr>
</thead>
</table>
| Housing Navigation services support participant(s) that are at the top of the housing queue, to navigation the process from homelessness to Permanent Housing | • Assist participants that are homeless in gathering all documents necessary in order to enter housing  
• Ensure all data is entered accurately into HMIS  
• Coordinate with other service providers to meet participant(s) needs  
• Assist participant(s) in unit location and lease-up process to achieve move-in  
• Attempt to contact participants weekly via: phone, email, face to face, ClientTrack flag, and reaching out to community partners | Unlimited | • Participants assigned by the CoC/Navigation Work Group  
• Anyone on the non-assessed priority list  
• Chronic homeless individuals  
• Individuals that score 12 and higher on the VI-SPDAT  
• Longest length of time on the housing queue | Outcome: To provide Permanent Housing.  
**Indicator Thresholds**  
• 75% of all participants enrolled in System Navigation will be document ready for housing within 45 days.  
• 75% of all participants who receive a referral through System Navigation will enter permanent housing  
• 65% of participant’s will be contacted weekly for follow-ups |