

## **2021 POINT-IN-TIME COUNT (PIT) SHELTERED & UNSHELTERED COUNT METHODOLOGY**

The following methodology outlines provide a basic overview of the parameters around how the sheltered and unsheltered counts will be planned, executed and reported back to the community.

### **SHELTERED COUNT METHODOLOGY**

- The CoC will conduct a census (complete coverage) consistent with HUD standards and guidance.
- The CoC will verify that sheltered homeless persons identified in the count are sheltered on the night designated for the count, as defined at 24 CFR 578.3 of the Homeless Definition Final Rule:

“An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangement (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state or local government programs for low-income individuals.”
- The CoC will use client data collected and entered in HMIS as the primary data source for the sheltered Point-in-Time Count for emergency shelter and transitional housing projects that participate in HMIS.
- All non-HMIS emergency shelter and transitional housing projects will utilize a comparable database (secure excel spreadsheet) to send their complete census count, utilizing the methodology for non-HMIS Agencies as recommended by HUD and outlined by the HMIS System Coordinator.
- As outlined by HUD guidance, the CoC will coordinate the sheltered Point-in-Time Count closely with the Housing Inventory Count. All homeless services providers in the sheltered count will be included in the Housing Inventory Count and all persons served in those projects on the night of the Point-in-Time Count will be included in the sheltered count. All sheltered homeless providers will be included on the Housing Inventory Count even if they do not participate in HMIS.

### **UNSHELTERED COUNT METHODOLOGY**

- To ensure the health and safety of survey interviewers and respondents during the pandemic, the CoC will use HMIS data to generate an unsheltered count census on the night of the Point-in-Time Count consistent with 2021 HUD standards and guidance. This option allows for the most accurate unsheltered estimate when compared with other non-survey options; and enables the CoC to prioritize safety. To ensure that this estimate is as accurate as possible, an aggregate unsheltered count total will be developed from participants enrolled in HMIS street outreach projects and participants with an open program entry in the community Coordinated Entry (CE) HMIS project that reported during their CE assessment that they had stayed the night before in a place not meant for habitation whom the CoC was able to verify stayed in a place not meant for

habitation on the night of the PIT count. Follow-up communication for the purpose of verification will be conducted virtually for individuals enrolled in CE projects. Street Outreach staff will conduct follow-up verification as necessary with individuals enrolled in Street Outreach projects.

- In addition, Street Outreach and PATH providers will enter data into an unsheltered PIT project in HMIS to capture data for any individuals that staff encounter during their normal street outreach activities for the 14-day period after the PIT Count. This will enable the CoC to count any individual that is not in HMIS already.
- The CoC will verify that unsheltered homeless persons identified in the count are unsheltered on the night designated for the count as defined at 24 CFR 578.3 of the Homeless Definition Final Rule:
 

“An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground.”
- The table below outlines the process and timeline for conducting the unsheltered count:

<b>Historic Data Clean Up</b>	
<b>Street Outreach</b>	
<b>1/8/2021</b>	HMIS Staff will provide PATH and RA Street Outreach teams with a list of clients with open entries in their respective Street Outreach programs (will include encampment project).
<b>1/11/2021 – 1/29/2021</b>	Street Outreach staff will attempt to contact all clients with open entries to confirm their current living situation. Staff will document client living situation in HMIS using the HUD-required Current Living Situation sub-assessment.
	If a client is no longer staying outside or in a place not meant for human habitation, they will be exited from the Street Outreach program on the date of last contact.
	If a client is unable to be contacted and their whereabouts and living situation is unknown, they will be exited from the Street Outreach program on the date of last contact.
<b>Coordinated Entry</b>	
<b>1/8/2021</b>	HMIS Staff will create a list of clients with open entries in the Coordinated Entry programs who listed their prior living situation as "Place Not Meant for Habitation".
	This list will be cross-checked against system-wide open enrollment to ensure clients are not otherwise enrolled in ES, SH, TH, or PH.
<b>1/11/2021 – 1/29/2021</b>	Coordinated Entry and PIT staff will attempt to contact clients with open entries and no other program enrollment to confirm their current living situation. Staff will document client living situation in

	HMIS using the HUD-required Current Living Situation sub-assessment.
	If a client is no longer staying outside or in a place not meant for human habitation, they will be exited from the Coordinated Entry program to their current living situation.
	If a client is unable to be contacted and their whereabouts and living situation is unknown, they will be exited from the Coordinated Entry program on the date of last contact.
<b>Current Data</b>	
<b>2/1/2021 – 2/5/2021</b>	A census of all Street Outreach programs will be run on 2/1/2021 and cross-checked against open enrollment in other CoC programs on 1/27/21.
	Street outreach teams will be provided with a list of persons with open enrollments in their respective programs on the night of the PIT (who were not otherwise enrolled in ES, TH, or housed in PH) on the night of the PIT and will be asked to certify their program census by COB 2/5/21.
	A census of persons reporting a prior living situation of place not meant for human habitation who have open Coordinated Entry projects will be run on 2/1/2021 and cross-checked against open enrollment in other CoC programs on 1/27/21.
	PIT, SO and CE staff will certify the census by COB 2/5/21.