

HUD Point-in-Time Count Standards

General PIT Count Standards (Chapters 1 and 3)

Standard No. 1:

CoCs are responsible for planning and conducting, at least biennially, a PIT count of homeless persons within the geographic area that meets HUD's requirements.

Standard No. 2:

The sheltered and unsheltered PIT counts must be conducted during the last 10 days in January and represent all homeless persons who were sheltered and unsheltered on a single night during that period.

Standard No. 3:

The final PIT count methodology must be approved by the CoC in accordance with the **CoC's governance charter**.

Standards Regarding Coordination of the PIT Count with the Con Plan Jurisdiction (Chapter 5)

Standard No. 4:

All CoCs should consult and collaborate with all Con Plan jurisdictions in the geographical boundary of the CoC, including those that do not have ESG funding, to assist the jurisdictions in submitting PIT count data that is relevant to completing their Con Plans.

Standard No. 5:

CoCs must provide PIT count data to the entity(ies) responsible for the Con Plan jurisdiction(s) associated with the CoC.

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Sheltered PIT Count Standards (Chapters 2 and 4)

Standard No. 6:

CoCs must account for and report on all sheltered homeless people residing in the CoC through a census (complete coverage) or one or more sampling and extrapolation methods that are consistent with HUD standards and guidance. HUD will evaluate the nature and basis for estimation and extrapolation of CoCs' sheltered count in the annual CoC Program Competition.

Standard No. 7:

CoCs must be able to verify that the sheltered homeless people 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).”

Standard No. 8:

CoCs should use client data already collected and entered in HMIS as the primary data source for the sheltered PIT count for emergency shelter, Safe Haven, and transitional housing projects that participate in HMIS.

Unsheltered PIT Count Standards (Chapters 2 and 5)

Standard No. 9:

CoCs must account for and report on all unsheltered homeless people residing in the CoC's geography through a census (complete coverage) or one or more sampling and extrapolation methods that are consistent with HUD standards and guidance. HUD will evaluate the nature and basis for estimation and extrapolation of CoCs' unsheltered count in the annual CoC Program Competition.

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Standard No. 10:

CoCs may exclude geographic areas where the CoC has determined that there are no unsheltered homeless people, including areas that are uninhabitable (e.g., deserts). CoCs must document the criteria and decision-making process used to identify and exclude specific geographic areas.

Standard No. 11:

CoCs must be able to verify that the unsheltered homeless people identified in the count are unsheltered on the night designated for the count, as defined at 24 CFR 578.3 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.”

Data Quality Standards (Chapter 6)

Standard No. 12:

CoCs must ensure that during the PIT count homeless persons are only counted once. It is critical that the counting methods be coordinated to ensure that there is no double-counting. Therefore, CoCs must also collect sufficient information to be able to reliably deduplicate the PIT count (i.e., ensure that the same homeless person was not counted more than once).

Standard No. 13:

Surveys of people for the sheltered or unsheltered count must be administered in a manner that protects participant privacy and safety, as well as the safety of the person completing the survey.

Standard No. 14:

CoCs are required to ensure that people conducting the PIT count, including project staff and community volunteers, are appropriately trained about count standards, data collection procedures, and protocols for privacy, security, and personal safety.

Point-in-Time 2015

Date of the Count: Wednesday, January 28, 2015 - the 'night of the count' begins at sunset on the date of the count and ends at sunrise on the following day.

Sheltered Count: We will be primarily using the HMIS for the sheltered count as we have done in the past several years. Sheltered count survey forms will be created for those shelters not participating in the HMIS to collect data on their clients. DV providers will be asked to submit PIT count information through secure forms as they have in the past.

Sheltered Count Methodology: The methodology that has been used historically and is recommended for 2015 is a 'Census Count'. This is an enumeration of all sheltered homeless people in the CoC. For projects that have entered data into HMIS, the data collection is already completed and the necessary information should be extracted from the HMIS. For projects that do not participate in HMIS, a provider level survey should be conducted.

Unsheltered Count: The unsheltered count will be done using survey forms, as we have done in previous years. Forms following the HUD sample format will be used for the unsheltered count.

Unsheltered Count Methodology: The methodology that has been used historically and is recommended for 2015 is a 'Night of the Count' and 'Complete Coverage' methodology. This is a count of people who are staying in unsheltered locations on the night of the count - January 28, 2015. The whole CoC geography is canvassed in order to count unsheltered persons. CoCs send teams of enumerators throughout the geography, searching for and counting unsheltered persons.

Deduplication/Data Quality Process:

- Survey questions and identifying information from unsheltered surveys are used for deduplication and verification of homeless status on the night of the count
- HMIS uses an algorithm using identifying information to deduplicate the sheltered count
- HMIS projects must send in confirmation that the data in the system accurately reflects who was in their project on the night of the count
- The surveys will be adapted from the sample survey instruments provided by HUD. Minor changes will be made to the forms to meet our data collection needs without compromising the required HUD data elements for the count.

Privacy: Information about how PIT count data is used, the voluntary nature of the full survey, and proper handling of confidential information will be covered in trainings for outreach groups. Current HMIS users are already trained in privacy/confidentiality standards and have signed agreements indicating such.

Training: Data Collection Training – Sheltered and Unsheltered

The HMIS Team will provide training to HMIS participating agencies on their requirements related to the PIT and HIC. This will be done using a combination of webinar, web postings, and user support through the HMIS Help Desk. Training from the HMIS Team on the data collection portion of the unsheltered count will be provided to regional groups as needed either in person or via webinar. This will include information on using the survey tool and enumeration processes. Training materials such as a PowerPoint and handouts will also be developed to identify who should and should not be counted and to provide common definitions.

PIT 2015 – Definitions

Literally Homeless - Sheltered:

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).

Literally Homeless - Unsheltered:

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.

Persons *prohibited* from being included in the sheltered or unsheltered PIT count:

- Persons counted in any location not listed on CoCs' Housing Inventory Count (HIC) (e.g., staying in projects with beds/units not dedicated for persons who are homeless)
- Persons residing in permanent housing (PH) programs, including persons housed using HUD Veterans Affairs Supportive Housing (VASH) vouchers
- Persons temporarily staying with family or friend (i.e., “doubled-up” or “couch surfing”)
- Persons residing in housing they rent or own (i.e., permanent housing), including persons residing in rental housing with assistance from a RRH project on the night of the count
- Persons residing in institutions (e.g., jails, juvenile correction facilities, foster care, hospital beds, detox centers)