**Count Forms:**

The Resource Committee recommends that Maine Housing (Collaborative Applicant) retain the responsibility for creating the survey data collection forms and ensuring those forms meet the HUD Point In Time Count standards.

**Sheltered Count:**

The Resource Committee recommends that the sheltered portion of the annual count continue to be organized and overseen utilizing the same structure/method utilized in previous counts.

**Unsheltered Count:**

**Census vs. Sampling:**

The Resource Committee recommends that the Maine Continuum of Care approve a Census (complete coverage) methodology for the count.

**Night of Count vs. Service-Based Count:**

The Resource Committee recommends that the Maine Continuum of Care approve a combination “Night of Count” with a Service-Based count methodology for the 2016 Point In Time Survey. If the Maine Continuum of Care approves Tuesday, January 23rd, 2018 as the date for the Night of the Count, then the Resource Committee recommends that Wednesday, January 24th, 2018, Thursday, January 25th, 2018 and Friday, January 26th, 2018 be the dates approved for the service-based portion of the count

(Please see additional pages for further information on the recommendations made.)

**Count Forms:**

Every year, in anticipation of the annual count, HUD releases information regarding the required information that all CoCs must collect as part of the count. This collection of information must be standardized and coordinated across the entire CoC. Due to the technical nature of creating the forms and processing the data, MaineHousing has the capacity (and the experience) to perform this part of the PIT Count planning process without input from the Resource Committee. Therefore the Resource Committee is recommending this aspect of the count/planning process remain with MaineHousing and they will be responsible for presenting the forms (and any associated recommendations) to the Maine Continuum of Care.

**Sheltered Count:**

Every year, in anticipation of the annual count, the Maine Continuum of Care, through the MaineHousing/HMIS team, works with shelters to ensure quality data can be pulled from the HMIS system on the night assigned for the count. Due to the existing structure, the Resource Committee recommends those who have historically been responsible for this aspect of the count/planning process retain this responsibility and any associated recommendations to the Maine Continuum of Care.

**Unsheltered Count:**

**Census VS. Sampling:**

“A census count is an enumeration of ALL homeless people or a distinct subset of homeless people (e.g., households with adults and children) in CoCs. This counting approach provides a direct and complete count of all people and their characteristics, does not require any estimates and can be used as a benchmark for future PIT counts.” (page 11)

“Sampling is a partial enumeration of the entire homeless population (or subset of the homeless population) and can be more feasible for some CoCs or for certain required data (e.g., substance abuse).” (page 11)

* Sampling is a complex, time intensive process, especially for the data processors.
* Any sampling methodology must go through HUD for approval prior to use. (HUD wants to verify the validity of the methodology.)
* HUD states, “It is preferable for CoCs to conduct a census count when practicable, as it is by definition the most complete and accurate information available.” (page 14)
* Historically, the Maine Continuum of Care has utilized a census (complete coverage) count as the methodology.

Below is a box listing out pros and cons for the different possible methodologies the Maine Continuum of Care can choose to approve for use during the 2016 Point In Time Survey. When considering the various options please consider the following questions, which come from the HUD 2014 Point In Time Count Methodology Guide:

* How large a geographic area does the CoC cover? (page 19)
* Does the CoC have very limited resources relative to the geographic area of the CoC to count and survey all unsheltered people on the night of the count? (page 19)

|  |  |  |  |
| --- | --- | --- | --- |
|  | Night of Count | Service-Based | Combination Night of and Service-Based |
| PROs: | -Minimal chance of duplication | -More likely to capture information on those who do not frequent traditional “homeless” services  -Can be conducted for up to 7 days after the designated count night | -HUD recommended approach for those CoCs that cover a large geographic location.  -Can be conducted for up to 7 days after the designated count night  -It provides a more reasonable time frame to reach homeless people in the most rural parts of the state |
| CONs: | -Enormous geographic area to cover in a very small window of time.  -Requires a large # of volunteers to accomplish  -More likely to miss those who do not have contact with shelters/services and sleep in unknown locations | -Greater possibility of duplication  -You cannot assume that everyone you are encountering is homeless.  -Unless it is coupled with a street count, it is likely to miss unsheltered homeless people who do not use any services.  -HUD strongly recommends that service-based counts only be used to supplement night of count approaches. | -It takes more time/work to coordinate  -Must do a more extensive interview to better avoid duplication of information. |

* Does the CoC believe there might be people experiencing homelessness that enumerators are not likely to identify during an unsheltered count or are there other barriers that could limit the ability of enumerators to conduct interviews during the night of the count?” (page 20)

(Please note: all information in this chart comes from the HUD 2014 PIT Count Methodology Guide)