

HIC/PIT Count Data Collection Survey Manual

2024 PIT

❖ Permanent Supportive Housing (PSH) Project

Prepared By: Aashish Gautam
CoC Data Analyst

 Georgia[®] Department of
Community Affairs
GA-501 Balance of State

Introduction

Guide to Completing the 2024 PIT/HIC Survey

Welcome to the Guide on How to Fill Out the 2024 Point-in-Time (PIT) and Housing Inventory Count (HIC) Survey! This guide is designed to help you navigate the survey questions effectively, ensuring accurate and valuable data collection for addressing homelessness.

Why This Matters

Understanding homelessness is crucial for providing better services and support to those in need. The PIT and HIC surveys play a vital role in shaping policies, allocating resources, and ultimately making a difference in the lives of homeless individuals and families.

Your Role as a Survey Participant

As a survey participant, your input matters. By providing clear and accurate responses to the questions in this guide, you are contributing to the larger effort to combat homelessness. Your dedication to this cause is highly appreciated.

How This Guide Works

In this guide, we will walk you through each section of the 2024 PIT/HIC survey, offering explanations, examples, and tips to help you complete it successfully. We understand that survey questions can sometimes be complex, so we aim to make this process as straightforward as possible.

Getting Started

The 2024 PIT/HIC Survey consists of four essential parts, each serving a unique purpose in collecting crucial data to combat homelessness. In this guide, we will take you through each of these parts step by step:

1. General Agency Information

- ❖ This section gathers basic information about your agency. It helps in identifying the agency responsible for the survey and its contact details. Think of this as setting the stage for the survey.

2. Project Information

- ❖ In this part, you'll provide specific details about the project or programs your agency operates. These details help to understand the scope of services provided and their impact on homelessness.

3. Inventory and PIT (Point-in-Time)

- ❖ Here, you'll dive into the core of the survey, collecting data on 2024 PIT and HIC.

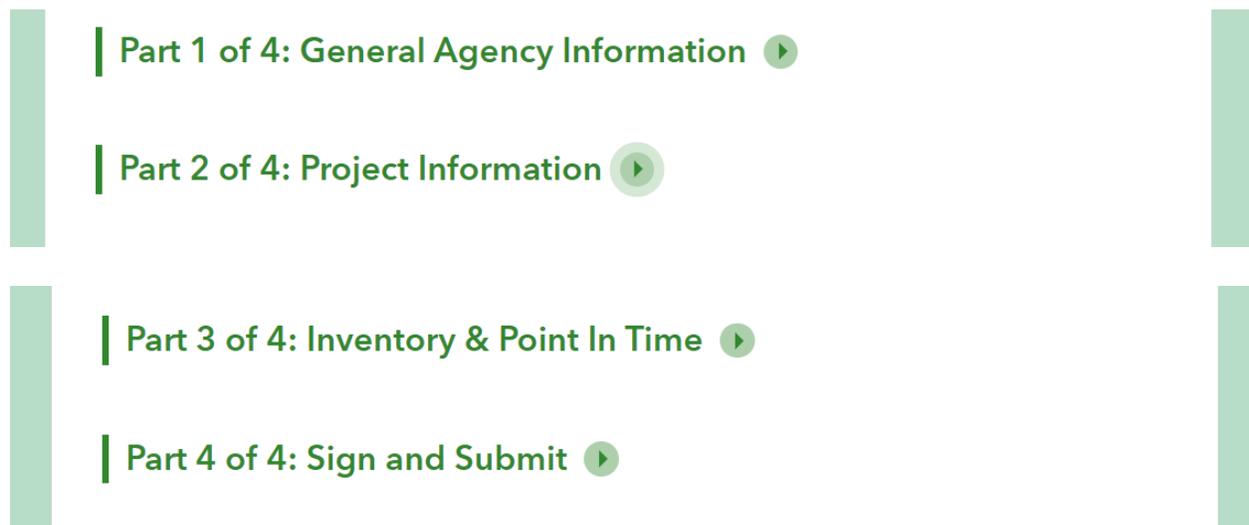
4. Sign and Submit

- ❖ Finally, this part involves signing and submitting the completed survey.

5. Key Terms

- ❖ The section will provide you with a definition of key terms used in this document.

Flow of Survey:

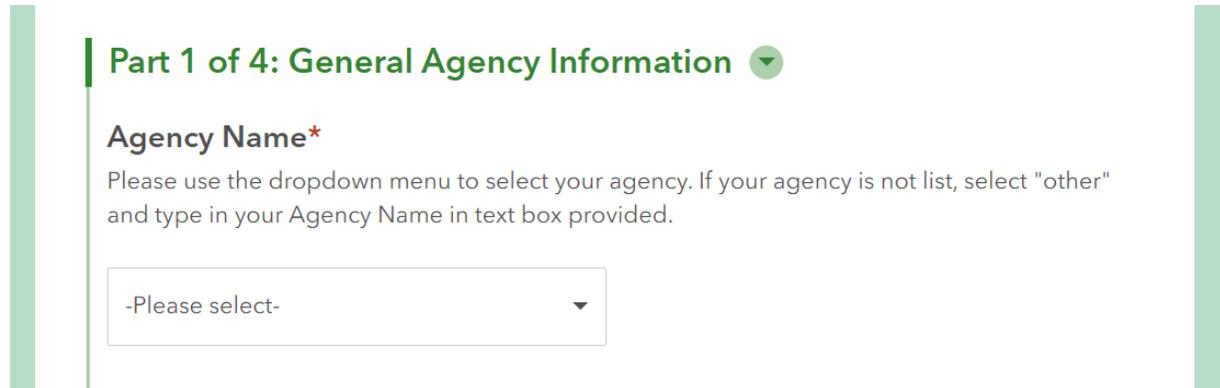


Part 1: General Agency Information

In this section we will fill out need agency information we need.

Agency Name

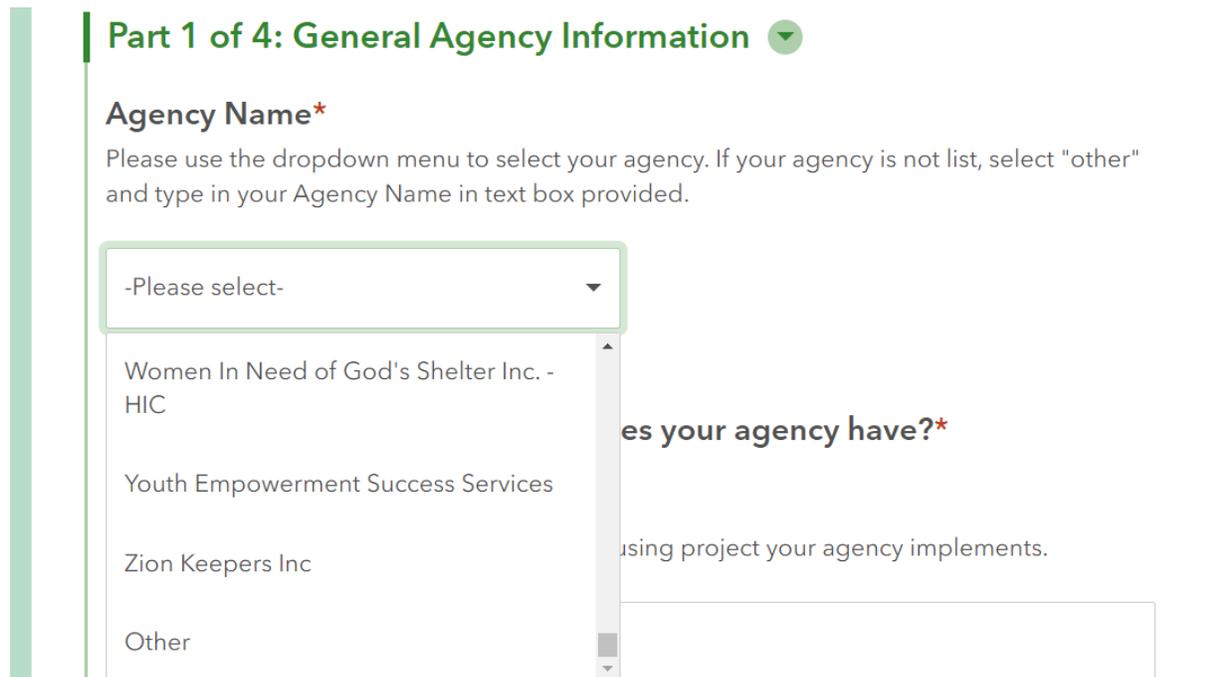
- ❖ Begin by locating the dropdown menu for "Agency Name" in the survey form.



- ❖ Scroll through the options available. If you find your agency name, simply click on it to select.

If your agency name is not listed, proceed to the end of the dropdown list.

Look for the option labeled "Other." Click on this option. After selecting "Other," a text box will appear.



- ❖ Type in the full name of your agency in this text box. Please ensure accuracy and use the full, official name of your agency. This allows for flexibility and ensures that all agencies, including those not pre-listed, can be accurately represented in the survey.

Which Types of Housing Project Does your Agency have?

- ❖ For this question, please select the specific housing types of your agency implements by ticking the checkboxes provided. **However, it's crucial to note that, even if your agency operates multiple housing types of projects, a separate survey submission is required for each unique housing project your agency operates. This means that for every distinct housing initiative Project, please submit a separate survey.**

Which types of housing projects does your agency have?*

(Check all that apply)

Please submit a separate survey for EACH housing project your agency implements.

Emergency Shelter (up to 90 days)

Extreme Weather (Open based on need)

Hotel/ Motel Vouchers

Permanent Supportive Housing

Rapid Re Housing

Seasonal Shelter (open daily for several months per year)

Transitional Housing (90 day to 2 years stay)

Is this a Domestic Violence (DV) Agency?

- ❖ If most of your clients fall into this DV category, select "Yes." If your agency does not primarily serve victims/ Survivors of domestic violence, please select "No."

Is this a Domestic Violence Agency*

Please note that for the purpose of this survey, HUD has specified those whose current episode of homelessness is a result of actively fleeing domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against persons are considered to be homeless and are to be counted for this sheltered count.

Yes No

Agency County

- ❖ This indicates the county where the agency is located. If your project involves scattered site housing, please use the location (county) where your administrative office is based. This ensures accurate geographical data for the survey. If your agency is not involved in scattered site housing, simply input the county where your agency is located.

Agency County*

If your project is a scattered-site housing project, please enter the county of your administrative office.

-Please select- ▼

Agency Executive Director contact information.

- ❖ For the following questions, please provide the full name of your Agency Executive Director, along with their email address and phone number.

Agency Executive Director - Contact Information*
Enter full name below

Agency Executive Director - Contact Information*
Enter Phone Number below: (XXX)XXX-XXXX

Agency Executive Director- Contact Information*
Enter email address below

- ❖ This information is crucial for us to contact the agency in case any details are missing, need updating, or are found to be incorrect during the survey review process. Ensure accuracy in inputting this contact information to facilitate effective communication.

Part 2: Project Information

In this section, we will gather essential details about your project. This includes information on the project's location, target population, funding sources, project type, and whether it utilizes the Homeless Management Information System (HMIS) also known as Client Track.

Project Name

- ❖ Begin by choosing your project name from the dropdown menu. Scroll through the list of available options, and if you find your project name, click on it to select. **However, if your project name is not present in the list, scroll to the bottom and choose the "Other" option.** In the provided text box, type in the complete and accurate name of your project. It's crucial to input the full project name rather than just the project type to avoid confusion.

Part 2 of 4: Project Information

Project Name*

Please use the dropdown menu to select your project. If your project name is not list, select "other" and type in your Project Name in text box provided.

The following question responses must all be related to this project name and project type.

Please remember to complete/ submit a separate survey for each project type your agency implements.

Project Address, City, Zip Code and County

- ❖ Next, provide the physical address where your project is primarily located and serves its participants. For scattered site projects with multiple locations, input the address where the majority of beds and units are situated. If your project serves victims of domestic violence, prioritize participant safety by using a PO Box or another anonymous address. For projects categorized as rapid rehousing (RRH), enter "TBRA" for Tenant-Based Rental Assistance or "RRH" for Rapid Rehousing.

Project Address

If your project is a scattered-site housing project, or if this projects has units at multiple locations, please enter the address where the majority of beds and units are located. Projects serving victims of domestic violence must use a PO Box or other anonymous address to ensure the safety of participants served. If tenant based or Rapid ReHousing, please enter "TBRA" or "RRH"

Project City*

If your project is a scattered-site housing project, please enter the city where the majority of the project's clients are housed.

If tenant based, enter the city of the site where most beds are located

Project Zip Code*

If your project is a scattered-site housing project, please enter the zip code where the majority of the project's clients are housed.

If tenant based, enter zip code of the site where most beds are located

Project County*

If your project is a scattered-site housing project, please enter the county where the majority of the project's clients are housed.

If tenant based, enter the county of the site where most beds are located

Is this Project Participating Homeless Management Information System (HMIS)?

- ❖ If your project utilizes the statewide Homeless Management Information System (HMIS) known as **Client Track** in Georgia, please select "Yes" to indicate that you enter all enrollment information of clients in the Client Track database system.



Is this project participating in the Statewide Homeless Management Information System (HMIS)?*

Do you enter clients in ClientTrack? The entire project must be fully entered in HMIS to be considered participators.

Yes No

- ❖ If your project does not use Client Track or the statewide HMIS system to enroll clients into this project, please select "No."

Does this project verify homeless status when determining whether or not someone is eligible for the program?

For this question, specify whether your project verifies the homeless status of clients before enrolling them into the program.

- ❖ If your project verifies the homeless status before enrollment, select "Yes."
- ❖ If your project does not verify homeless status before enrollment, select "No."

Does this project verify homeless status when determining whether or not someone is eligible for the program?*

Yes No

Are the majority of the clients served in this project homeless according to HUD's definition?

For this question, indicate the percentage of homeless clients served by your project. Before selecting the option make sure to read the HUD definition of homelessness:

Definition:

- ❖ Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:
- ❖ Has a primary nighttime residence that is a public or private place not meant for human habitation; or
- ❖ Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or
- ❖ Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

Are the majority of the clients served in this project homeless according to HUD's definition?*

Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- Has a primary nighttime residence that is a public or private place not meant for human habitation;
- Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or
- Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution

Yes, all (100%) of the clients served in this program are homeless

Not all of the clients served in this program are homeless, but more than 50% of them are

Less than 50% of the clients served in this program are homeless

- ❖ If your project serves 100% of homeless clients, select “Yes” (100%).
- ❖ If your project serves more than 50% of homeless clients, select "Not all the clients served are homeless, but more than 50% are homeless.”
- ❖ If your project serves less than 50% of homeless clients, select "Less than 50% of the clients served are homeless.”

Which of these populations does this project target?

- ❖ This question is looking for the target populations served by your project, such as Victims of Domestic Violence, Veterans, and Persons Living with HIV/AIDS. Select the appropriate option based on the percentage of clients served in the project. If the project serves more than 75% of clients of DV victims or Person with HIV/AIDS or Veterans then select those options, else select None of these.



Which of these populations does this project target?*

A population is considered a "target population" if your project is designed to serve that population and at least three-fourths (75%) of the clients served by the project fits that target population description.

Domestic Violence Victims

Veterans

Persons living with HIV/AIDS

Unsure

None of these

- ❖ If your project serves more than 75% of a particular target population, select the corresponding option.
- ❖ If your project does not serve more than 75% of any specific target population, select "No of these". Select Unsure if you are not sure about target population.

Is this project funded through McKinney-Vento Homeless programs? (ESG, CoC, YHDP, or Special NOFO)?

Is this project funded through McKinney-Vento Homeless programs? (ESG, CoC, YHDP, or Special NOFO)?*

Yes No

- ❖ If your project is funded through McKinney Vento like ESG, CoC, YHDP or Special NOFO select "Yes."
- ❖ Once you select "Yes," you will be prompted with a question to choose the specific McKinney Vento program that funds your project. Select the appropriate as shown in the image below:

Is this project funded through McKinney-Vento Homeless programs? (ESG, CoC, YHDP, or Special NOFO)?*

Yes No

Which of the following HUD programs is this project funded?*

Check all that apply

HUD: ESG - Emergency Shelter

HUD: ESG - Rapid Re-Housing

HUD: ESG - CV

HUD: ESG Rapid Unsheltered Survivor Housing (RUSH)

HUD: CoC - Safe Haven

HUD: CoC - Transitional Housing

HUD: CoC - Permanent Supportive Housing

HUD: CoC - Rapid Re-Housing

HUD: CoC - Single Room Occupancy

HUD: CoC - Joint Component TH/RRH

HUD: CoC - Youth Homeless Demonstration Program (YHDP) renewals

HUD: YHDP

HUD: Unsheltered Special NOFO (CoC)

HUD: Rural Special NOFO (CoC)

You could select Multiple only if your project is funded through multiple sources like ESG and CoC.

- ❖ If your project is not funded through McKinney Vento, select "No."

Is this project funded through other federal funding sources?

Is this project funded through other federal funding sources?*

Yes No

- ❖ If your project is funded through sources other than the federal programs mentioned, select "Yes."
- ❖ If you select "Yes," you will be prompted to choose the specific funding source from the list provided. If you can't find your funding source in the list, select **"Other,"** and type in the name of your funding source.

Is this project funded through other federal funding sources?*

Yes No

Which of the following federal programs is this project funded?*

Check all that apply

HUD: HUD/VA Supportive Housing (HUD/VASH)

VA: Supportive Services for Veteran Families Program (SSVF)

VA: Grant and Per Diem Program (GPD) - Bridge Housing

VA: Grant and Per Diem Program (GPD) - Low Demand

VA: Grant and Per Diem Program (GPD) - Hospital to Housing

HUD: HOPWA - Transitional Housing (facility-based or TBRA)

HUD: HOPWA - CV

HUD Public and Indian Housing (PIH) programs (non-VASH), including public housing and housing choice voucher inventory that is dedicated to persons experiencing homelessness

HUD: PIH (Emergency Housing Voucher)

HUD: HOME

HUD: HOME (ARP)

Other:

- ❖ If your project is not funded through any of the federal programs or other sources, select "No."

What type of project is this?

For this important question, select the project type based on the details you've provided above:

What type of project is this?*

Refer to the above question response: Project Name

*Remember to complete a separate survey for EACH housing project your agency implements

<input type="radio"/> Emergency Shelter (up to 90 days)	<input type="radio"/> Hotel/Motel Vouchers	<input type="radio"/> Permanent Supportive Housing
<input type="radio"/> Rapid ReHousing	<input type="radio"/> Seasonal/Winter Shelter (open several months a year)	<input type="radio"/> Transitional Housing (90 days to 2 years)

Choose the project type that best aligns with the nature and duration of your project. This selection will determine the specific set of questions you'll encounter in **Part 3** of the survey. Once you've made your selection, proceed to the next question in the survey.

From this point this guide works only for the following four types of projects.

1. Permanent Supportive Housing (PSH)

For other project types, separate manuals are available. Please refer to the specific manual corresponding to your project type for detailed instructions and guidance during the survey.

What type of project is this?*

Refer to the above question response: Project Name

*Remember to complete a separate survey for EACH housing project your agency implements

<input type="radio"/> Emergency Shelter (up to 90 days)	<input type="radio"/> Hotel/Motel Vouchers	<input checked="" type="radio"/> Permanent Supportive Housing
<input type="radio"/> Rapid ReHousing	<input type="radio"/> Seasonal/Winter Shelter (open several months a year)	<input type="radio"/> Transitional Housing (90 days to 2 years)

❖ Once you Select:

Permanent Supportive Housing project the survey will prompt you with specific questions for this project type.

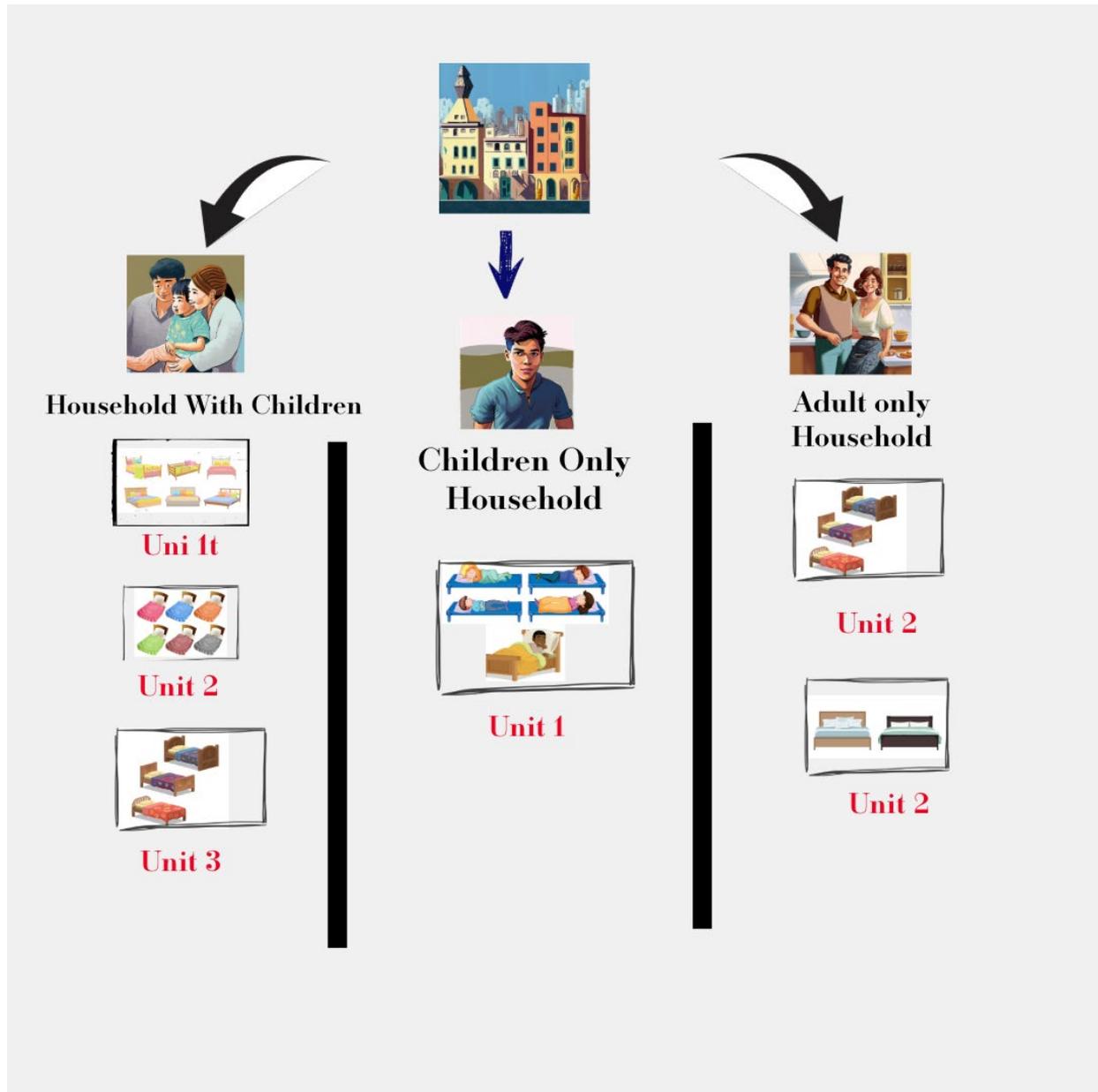
Part 3: Permanent Supportive Housing Inventory

Bed

- ❖ A bed is like a spot for one person to sleep.

Unit

- ❖ A unit is like a mini apartment with its own sleeping and living areas. It can have multiple beds and more facilities.



For example:

In the image shown above the total number of units is the sum of the following:

- ❖ 3 units from Household with Children
- ❖ 2 units from Adult Only households
- ❖ 1 unit from Children Only household

This totals 6 units (3+2+1).

Understanding the distribution of units across different household types helps provide an accurate picture of your project's housing configuration.

How many TOTAL units is this project contracted to have?

- ❖ Fill out all the units that your project has in all household types in the box below:

How many TOTAL units is this project contracted to have?*

A "unit" is an apartment or room reserved for one household.

Contracted Units

- ❖ Contracted units refer to the number of complete living spaces within a housing facility or program that an organization or agency has officially committed to providing. Each unit includes sleeping, living, and sometimes kitchen facilities. It represents the agreed-upon capacity for accommodating individuals or families in a more comprehensive manner.
- ❖ In simpler terms, contracted beds and units are the number of sleeping spots and complete living spaces that an organization has committed to making available within a housing program.

Of the TOTAL units in this project, how many units were occupied on the night of the count, January 22nd?

- ❖ For this question, please provide the total number of occupied units by all your clients in this project on the night of the count.

Of the TOTAL units in this project, how many units were occupied on the night of the count, January 22nd?*

Of the TOTAL units, how many units typically serve people in households with at least one child?

- ❖ For this question, please fill out the total number of units allocated for household with at least one child also known as family household.

Of the TOTAL units, how many units typically serve people in households with at least one child?*

Households with children are also referred to "Family" household

Of the TOTAL units, how many units typically serve people in households without children?

- ❖ For this question, please fill out the total number of units allocated for household without children also know as adult only household.

Of the TOTAL units, how many units typically serve people in households without children?*

Households without children are also referred to as "Adult Only" or "Individual" households

Of the TOTAL units, how many units typically serve people in households with only children?

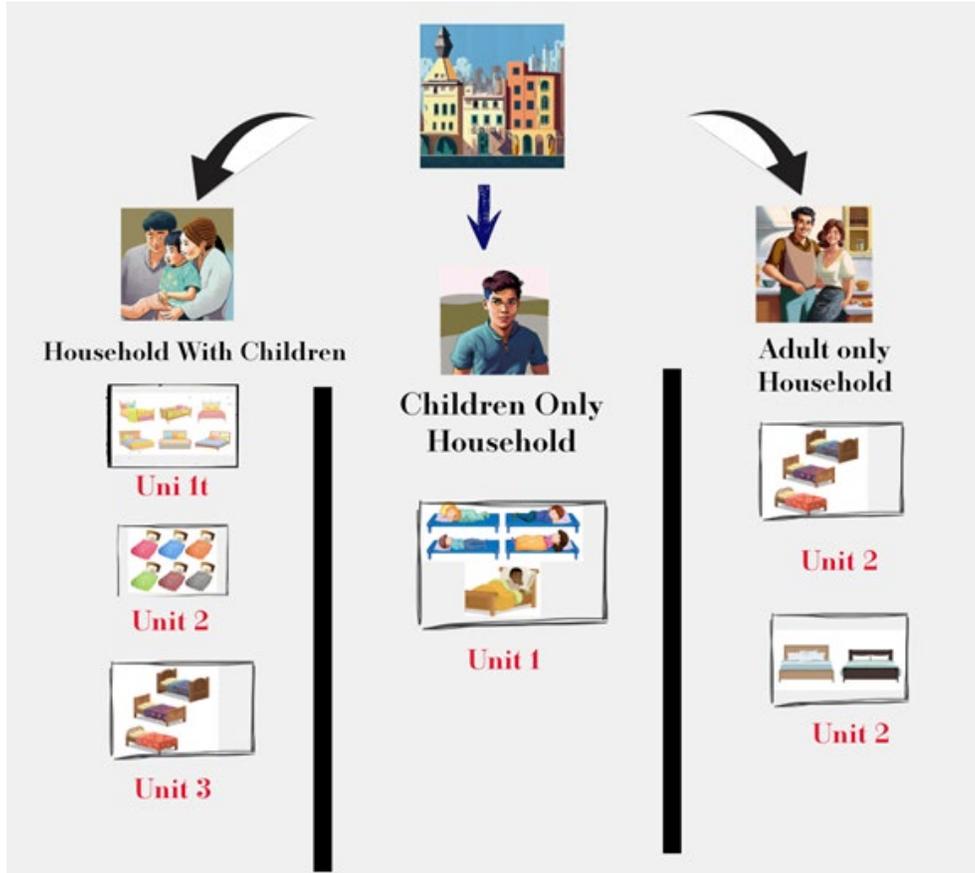
- ❖ For this question, please fill out the total number of units allocated for households with only children.

Of the TOTAL units, how many units typically serve people in households with only children?*

For example, from the image below:

- ❖ 3 units from Household with Children
- ❖ 2 units from Adult Only households
- ❖ 1 unit from Children Only household

This totals 6 units (3+2+1) and those all 6 units were contracted and allocated for this project.



We will the information as shown below:

How many TOTAL units is this project contracted to have?*

A "unit" is an apartment or room reserved for one household.

12³ 6

Of the TOTAL units in this project, how many units were occupied on the night of the count, January 22nd?*

12³ 6

Also, the breakdown of each unit is:

- ❖ 3 units are for Household with Children
- ❖ 2 units are for Adult Only households.
- ❖ 1 unit is for Children Only household.

We will fill in the information below: These numbers are only for illustration purposes.

Of the TOTAL units, how many units typically serve people in households with at least one child?*

Households with children are also referred to "Family" household

12³ 3

Of the TOTAL units, how many units typically serve people in households without children?*

Households without children are also referred to as "Adult Only" or "Individual" households

12³ 2

Of the TOTAL units, how many units typically serve people in households with only children?*

12³ 1

In general, there are three types of households we serve in the projects which are:

- ❖ **Households with at least one child:** This type of household is commonly referred to as a Family Household or Adult Child Household. It is characterized by the presence of at least one adult aged 18 or above and one child under the age of 18. While there can be multiple individuals in the household, it is essential that at least one member is under the age of 18.



- ❖ **Households without children:** This type of household is commonly known as an Adult Only Household. In this household configuration, there cannot be anyone under the age of 18. The key criterion is that all members must be 18 years of age or older. While there can be multiple individuals in the household, none of them should be below the age of 18.



- ❖ **Households with only children:** This type of household is characterized by the absence of individuals aged 18 or over. All members of the household must be under the age of 18. This includes various configurations such as unaccompanied children, adolescent parents with their children, adolescent siblings, and any other household compositions exclusively comprised of children. The definition ensures a clear understanding that no member in this household should be 18 years of age or older.



Under Age 18
Household with only Children

Contracted Beds

- ❖ Contracted beds refer to the number of sleeping spaces within a housing facility or program that an organization or agency has officially committed to providing. It represents the agreed-upon capacity for accommodating individuals or families.

How many TOTAL contracted beds does this project have?

- ❖ For this question input total number of beds that are allocated for this project which the agency committed on providing services through this project.

How many TOTAL contracted beds does this project have?*

Of the TOTAL beds, how many beds typically serve people in households with at least one child?

- ❖ For this question, please fill the box with the total number of beds allocated for a family household which is also known as household with at least one child. These Beds must be active for households with (at least) one adult (including youth ages 18 to 24) and one child on the night of the count.

Of the TOTAL beds, how many beds typically serve people in households with at least one child?*

Households with children are also referred to "Family" household

Of the TOTAL beds, how many beds typically serve people in households without children?

- ❖ For this question, please fill the box with the total number of beds allocated for adult only household.

Of the TOTAL beds, how many beds typically serve people in households without children?*

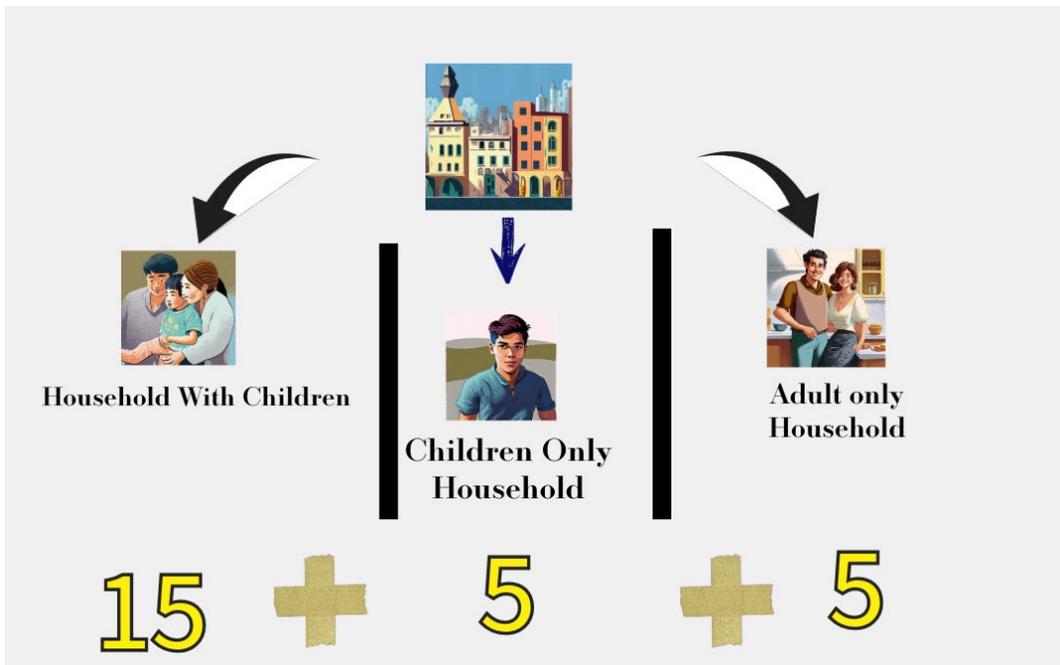
Households without children are also referred to as "Adult Only" or "Individual" households

Of the TOTAL beds, how many beds typically serve people in households with only children?

- ❖ For this question, please fill the box with the total number of beds allocated for child only household.

Of the TOTAL beds, how many beds typically serve people in households with only children?*

For example, project XYZ from ABC Agency serves three different households. There are 25 beds in the projects where 15 beds are dedicated to Household with at least one child, 5 beds are dedicated for household without child and 5 beds are for household with only children.



We will fill the information in the following way:

Of the TOTAL beds, how many beds typically serve people in households with at least one child?*

Households with children are also referred to "Family" household

Of the TOTAL beds, how many beds typically serve people in households without children?*

Households without children are also referred to as "Adult Only" or "Individual" households

Of the TOTAL beds, how many beds typically serve people in households with only children?*

Youth with Children: The number of beds that are dedicated to house parenting youth experiencing homelessness, and their household members (if applicable) for households with at least one adult and one child. This category should be used for any beds that are dedicated to parenting youth without regard for their chronic homelessness or veteran status. A youth who identifies as the parent or legal guardian of one or more children who are present with or sleeping in the same place as that youth parent, where there is no person aged 25 or older in the household is known as **Parenting Youth**.

How many beds in this project are dedicated to serve youth with children?

- ❖ For this question, please fill the box with beds that are only dedicated to serve children also known as parenting youth. There must be at least one. Child (under 18) and Youth (18 to 24) in the household.

How many beds in this project are dedicated to serve youth with children?*

Also referred to as parenting youth

Parenting youth is defined as youth age 24 and under that present without a parent or guardian AND have a child

Youth without Children beds: The number of beds that are dedicated to unaccompanied youth and their household members (if applicable). This category should be used for any beds that are dedicated for youth of age 18 to 24 without regard for their chronic homelessness or veteran status.

Unaccompanied Youth – Unaccompanied youth are persons under age 25 who are not accompanied by a parent or guardian, or any other household member age 25 or older, and who are not a parent presenting with or sleeping in the same place as his/her child(ren). Unaccompanied youth are single youth, youth couples, and groups of youth presenting together as a household.

How many beds in this project are dedicated to serve youth without children?

- ❖ For this question, please fill the box with beds that are only dedicated to serving Youth (age 18 to 24) in the household.

How many beds in this project are dedicated to serve youth without children?*

Also referred to as unaccompanied youth

Unaccompanied youth is defined as youth age 24 and under that present without a parent or guardian

How many beds in this project are dedicated to serve veterans with children?

- ❖ For this question, please fill the box with the total beds that are dedicated to serve veterans experiencing homelessness and their household members (if applicable) for households with at least one adult and one child.

How many beds in this project are dedicated to serve veterans with children?*

12³

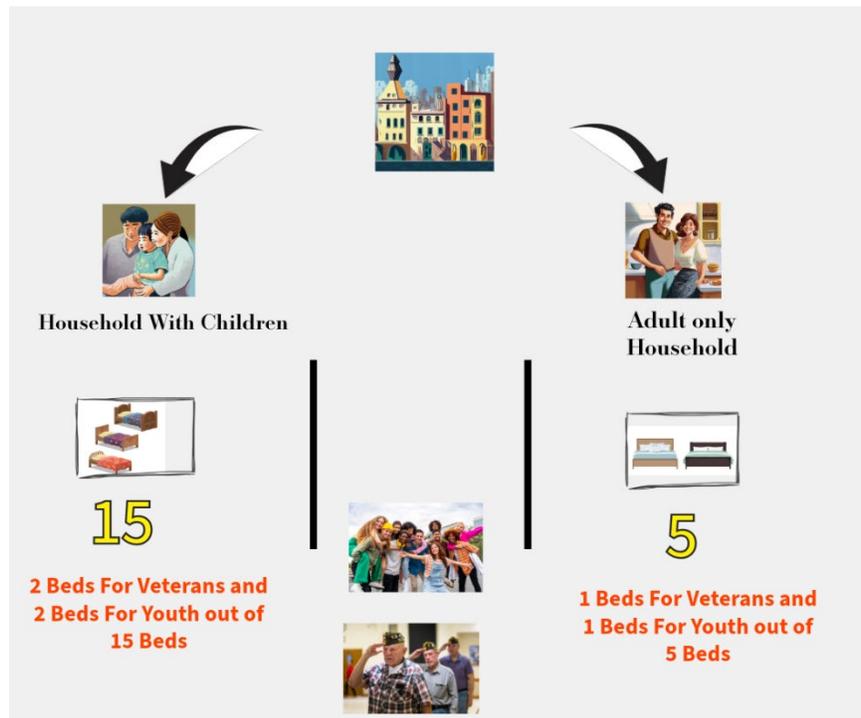
How many beds in this project are dedicated to serve veterans without children?

- ❖ For this question, please fill the box with the total beds that are dedicated to serve veterans experiencing homelessness and their household members for households without children.

How many beds in this project are dedicated to serve veterans without children?*

12³

Please see the following example if you are confused on dedicated beds for Youth and Veterans.



- ❖ In the family household, where there are 2 beds allocated for youth, these beds are for youth with children, also known as parenting youth. Record these beds under 'Youth with Children.'
- ❖ In the adult-only house, since there is one bed dedicated to youth, this should be counted under 'Youth without Children,' also known as unaccompanied youth. Record this number in the beds dedicated to serving youth without children.
- ❖ In the third case, where there are two beds in the family household dedicated to serving veterans with children, count these beds for dedicated beds for serving veterans with children. In our case, we will use 2.
- ❖ In the adult-only section, where one bed is dedicated for veterans, use this bed count for veterans without children's beds.

How many beds in this project are dedicated to serve youth with children?*

Also referred to as parenting youth

Parenting youth is defined as youth age 24 and under that present without a parent or guardian AND have a child

How many beds in this project are dedicated to serve youth without children?*

Also referred to as unaccompanied youth

Unaccompanied youth is defined as youth age 24 and under that present without a parent or guardian

How many beds in this project are dedicated to serve veterans with children?*

How many beds in this project are dedicated to serve veterans without children?*

Chronic Homelessness: Definition from HUD:

Person Experiencing Chronic Homelessness - A person who:

- A. Is homeless and lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and
- B. Has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least 1 year or on at least four separate occasions in the last 3 years where the combined length of time homeless in those occasions is at least 12 months; and
- C. Has a disability.

Note: For purposes of PIT reporting:

- (1) When a household with one or more members includes an adult or minor head of household who qualifies as chronically homeless, then all members of that household should be counted as a person experiencing chronic homelessness in the applicable household type table. For example, if one adult in a two adult household is identified as chronically homeless, both adults should be counted as a person experiencing chronic homelessness in the households without children category of the PIT count.

How many beds in this project are dedicated to serve chronically homeless children?

- ❖ For this question, fill the box with counts of beds that are dedicated to serve chronically homeless individuals with children.

How many beds in this project are dedicated to serve chronically homeless with children?*

A household is chronically homeless when a household

- (a) has a head of household with a disabling condition AND
- (b) has either been continuously homeless for at least a year or has been homeless at least 4 times in the past 3 years with their total time in shelters or on the street adding up to over 1 year.

How many beds in this project are dedicated to serve chronically homeless without children?

- ❖ For this question, fill the box with counts of beds that are dedicated to serve chronically homeless individuals without children.

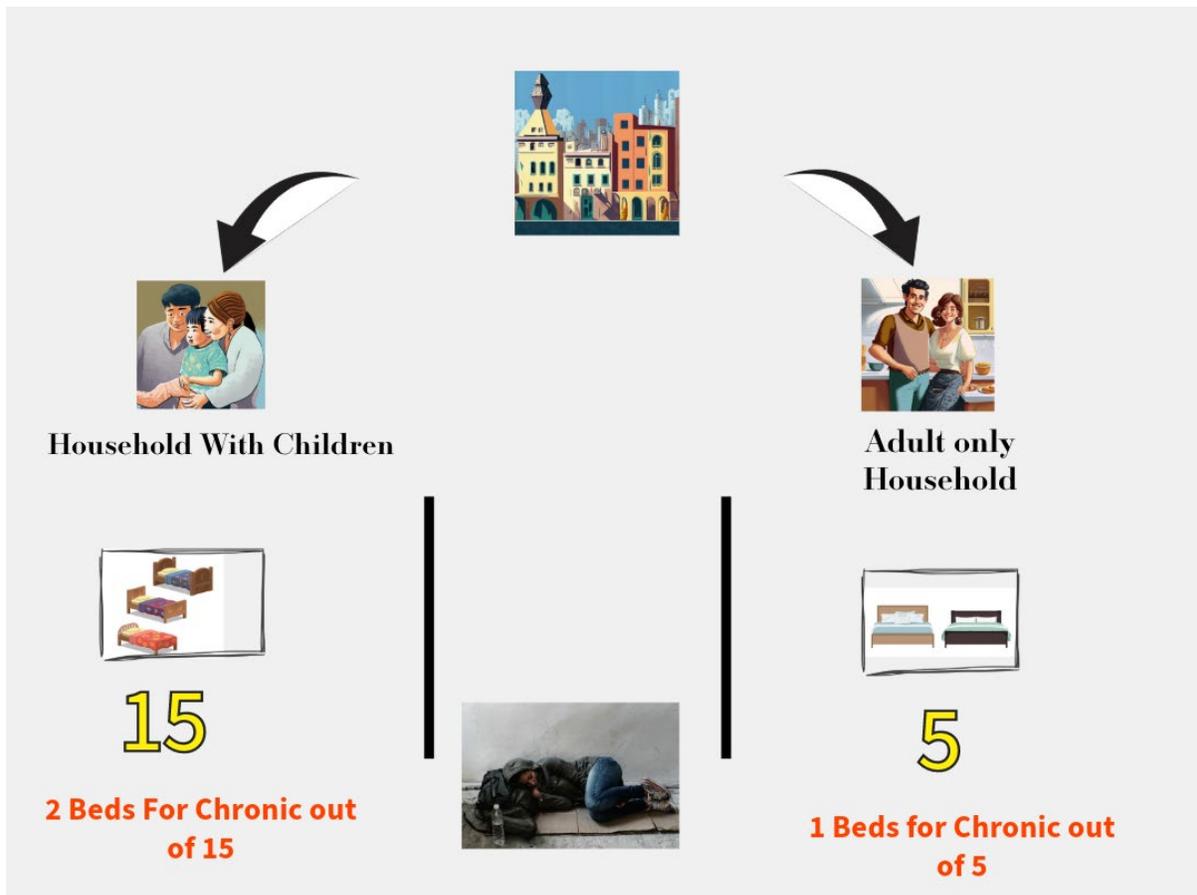
How many beds in this project are dedicated to serve chronically homeless without children?*

A household is chronically homeless when a household

(a) has a head of household with a disabling condition AND

(b) has either been continuously homeless for at least a year or has been homeless at least 4 times in the past 3 years with their total time in shelters or on the street adding up to over 1 year.

For example:



In this example, note that in the family household, there are 2 beds dedicated for chronically homeless individuals. Record these bed counts under the beds dedicated to serving chronically homeless individuals with children.

In the adult-only household, only one bed is dedicated to serving chronically homeless individuals. Use this number for the dedicated beds to serve chronically homeless individuals without children.

How many beds in this project are dedicated to serve chronically homeless with children?*

A household is chronically homeless when a household
(a) has a head of household with a disabling condition AND
(b) has either been continuously homeless for at least a year or has been homeless at least 4 times in the past 3 years with their total time in shelters or on the street adding up to over 1 year.

How many beds in this project are dedicated to serve chronically homeless without children?*

A household is chronically homeless when a household
(a) has a head of household with a disabling condition AND
(b) has either been continuously homeless for at least a year or has been homeless at least 4 times in the past 3 years with their total time in shelters or on the street adding up to over 1 year.

Would you like to dedicate additional beds for the chronically homeless?

For this question, select "Yes" if you want to add beds for the chronically homeless. Otherwise, select "No."

Would you like to dedicate additional beds for chronically homeless?*

The Balance of State Continuum of Care is requesting agencies with projects serving chronically homeless individuals or families to consider an increase to the number of dedicated beds for serving people who are chronically homeless (S+C and SHP) where they are able (and it makes sense for the program).

If you are considering this for your PSH project or indicate an increase to dedicated beds in the survey, our staff will be reaching out to further discuss this change.

 Yes No

How many of the TOTAL beds are currently in operation?

On the night of the count, how many TOTAL PEOPLE (adults and children) were staying in this project?
(Jan 22, 2024).

How many of the TOTAL beds are currently in operation?*

current (i.e. all inventory that was in operation on the night of the point in time count, January 22nd)

How many of the TOTAL beds are under development?

- ❖ Beds and units that were fully funded but not yet available for occupancy on the night of the PIT count. For inventory identified as under development, agency must also identify whether the bed/unit inventory is expected to be available for occupancy 12 months from the night of the count. Note that only inventory that has not yet been in operation should be listed as “under development.” Inventory that had previously been in operation but was not available or in operation on the night of the count should not be included in the HIC.

Fill the box if you have any under development beds.

How many of the TOTAL beds are under development?

under development (i.e. all inventory that is projected, not in operation during the night of the point in time count, January 22nd)

On the night of the count, how many TOTAL PEOPLE (adults and children) were staying in this project?

This question is asking how many people were actively enrolled on the night of the count on this project.

Fill the box with the total number of people active on the night of the count.

On the night of the count, how many TOTAL PEOPLE (adults and children) were staying in this project?*

Part 4: Sign and Submit

Read the agreement and check the box.

Part 4 of 4: Sign and Submit

Agreement*

Thank you for completing the above information. Thank you for taking the time to partner with the Georgia Balance of State CoC by completing this survey as we strive to measure the prevalence of homelessness, identify resources that are currently available to address homelessness, and address the needs gap within our communities.

Review the agreement below, select the box below indicating your agreement prior to survey submission.

If you have any questions regarding the survey, please contact DCA staff at PITcount@dca.ga.gov

I have provided the most accurate information available at the time this survey was completed on behalf of my agency and did not falsify data given within this survey to the best of my knowledge. I agree to any and all follow up correspondence from DCA staff if questions arise related to mathematical discrepancies within this survey. I agree to respond to questions from DCA staff promptly.

❖ Person who is submitting the survey need to fill out this information below:

Contributor Name*

The person responsible for submitting survey on behalf of agency

Contributor- Contact Information

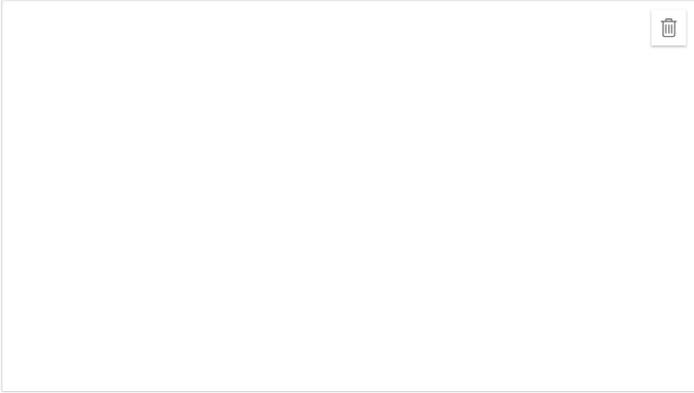
Enter email address below

Contributor- Contact Information*

Enter phone number below: (XXX) XXX-XXXX

- ❖ Finally, sign in the provided box. Do not alter the date and time of submission, as the system will automatically generate this information. Once you've completed the necessary sections and signing, click the "Submit" button to conclude the survey submission process.

Signature
Press and hold down your mouse/ clicker to draw your signature here:



Submission Date/ Time*
Do NOT change the generated submission date/time

1/22/2024 03:32 PM

Submit

If your agency operated multiple projects, make sure submit the survey for all the projects separately.

Key Terms

These definitions do not fully correspond to the program requirements of HUD funding streams and must only be used for the purposes of the HIC and PIT.

Adults – Persons age 18 and older.

Child – Persons under age 18.

Person Experiencing Chronic Homelessness - A person who:

- A. Is homeless and lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and
- B. Has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least 1 year or on at least four separate occasions in the last 3 years where the combined length of time homeless in those occasions is at least 12 months; and
- C. Has a disability.

Note: For purposes of PIT reporting:

- (1) When a household with one or more members includes an adult or minor head of household who qualifies as chronically homeless, then all members of that household should be counted as a person experiencing chronic homelessness in the applicable household type table. For example, if one adult in a two adult household is identified as chronically homeless, both adults should be counted as a person experiencing chronic homelessness in the households without children category of the PIT count.

Disability – An individual with one or more of the following conditions:

- A. A physical, mental, or emotional impairment, including an impairment caused by alcohol or drug abuse, post-traumatic stress disorder, or brain injury that: (1) Is expected to be long-continuing or of indefinite duration.

1. Is expected to be long-continuing or of indefinite duration;
 2. Substantially impedes the individual's ability to live independently; and
 3. Could be improved by the provision of more suitable housing conditions.
- B. A developmental disability, as defined in section 102 of the Developmental Disabilities Assistance and Bill of Rights Act of 2000 (42 U.S.C. 15002); or
- C. The disease of Acquired Immunodeficiency Syndrome (AIDS) or any condition arising from the etiologic agency for Acquired Immunodeficiency Syndrome.

Adults with HIV/AIDS – This population category of the PIT includes adults who have been diagnosed with AIDS and/or have tested positive for HIV.

Adults with a Serious Mental Illness (SMI) – This population category of the PIT includes adults with a severe and persistent mental illness or emotional impairment that seriously limits a person's ability to live independently. Adults with SMI must also meet the qualifications identified in the term for “disability” (e.g., “is expected to be long-continuing or indefinite duration”).

Adults with a substance use disorder–This population category of the PIT includes adults with a substance abuse problem (alcohol abuse, drug abuse, or both). Adults with a substance use disorder must also meet the qualifications identified in the term for “disability” (e.g., “is expected to be long-continuing or indefinite duration”).

Survivors of Domestic Violence–This population category of the PIT includes adults who are currently experiencing homelessness because they are fleeing domestic violence, dating violence, sexual assault, or stalking.

Veteran–This population category of the PIT includes adults who have served on active duty in the Armed Forces of the United States. This does not include inactive military reserves or the National Guard unless the person was called up to active duty.

Victim Service Provider – A private nonprofit organization whose primary mission is to provide services to survivors of domestic violence, dating violence, sexual assault, or stalking. This term includes rape

crisis centers, battered women's shelters, domestic violence transitional housing programs, and other programs.

Youth – Persons under age 25. HUD collects and reports youth data based on persons under 18 and persons between ages 18 and 24.

Parenting Youth – A youth who identifies as the parent or legal guardian of one or more children who are present with or sleeping in the same place as that youth parent, where there is no person age 25 or older in the household.

Unaccompanied Youth – Unaccompanied youth are persons under age 25 who are not accompanied by a parent or guardian or any other household member age 25 or older, and who are not a parent presenting with or sleeping in the same place as his/her child(ren). Unaccompanied youth are single youth, youth couples, and groups of youth presenting together as a household.