



# Submitting Your CoC's System Performance Measures Report in HDX

FY 2017 Data Submission Guidance  
Tuesday, March 13, 2018



# Welcome and Introductions

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# Webinar Logistics

- Due to the high volume of participants, phone lines are muted
- Throughout the webinar, please type questions into the Q&A box.
- Webinar will last approximately 60 minutes
- We will offer time at the end for Q&A



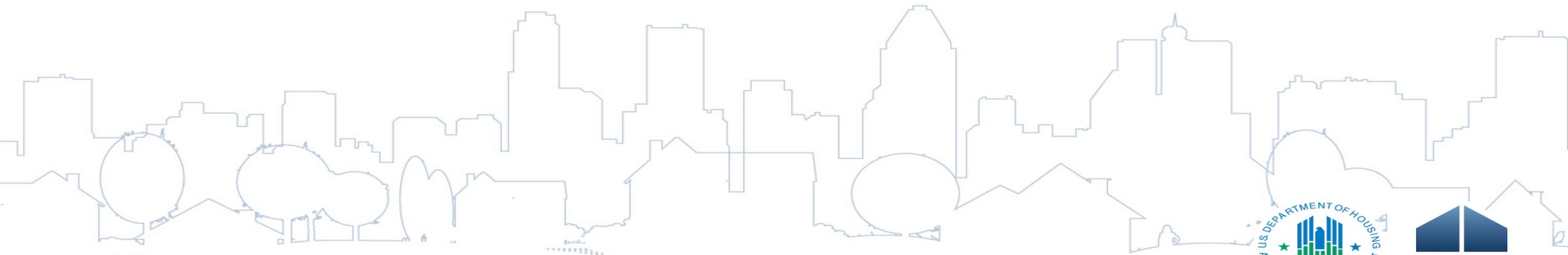
# Learning Objectives

- Understand the submission timeline
- How to resubmit FY 2016 data, if desired
- How to enter data from the HMIS SPM Report into the HDX, either manually or via upload
- How to complete the Data Quality tab
- How to review, finalize, and submit your data

# Acronyms

- **HDX:** HUD Homelessness Data Exchange
- **HMIS:** Homeless Management Information System
- **PIT Counts:** Point-in-Time Counts
- **HIC:** Housing Inventory Counts
- **SPM:** System Performance Measure report generated from the CoC's HMIS
- **Sys PM:** System Performance Measures module in the HDX

# Preparing for Submission of the System Performance Measures Report in HDX



# Submission Timeline

CoCs must submit FY 2017 System Performance Measures data by:

**Thursday, May 31, 2018**  
**8:00 pm Eastern Time**

*Meeting the data submission deadline has historically been a factor considered by HUD in the annual CoC Program Competition*

# Submission Timeline

**Note that the HDX is also open for the HIC and PIT submission.**

The due date for those reports is earlier:

**April 30, 2018  
8:00 pm Eastern Time**

# Prepare for SPM Submission

- Review FY 2017 Data Entry Guidance
- Confirm Active User Accounts in the HDX
- Generate an SPM report from the CoCs HMIS for FY 2017 (**10/1/2016 – 9/30/2017**)
- Generate Data Quality reports from HMIS
- Decide whether or not to resubmit FY 2016 data

# Access the Sys PM Module in HDX

- There are two ways to access the Sys PM Module in HDX

The screenshot shows the HDX interface for 'AA-101 - Test CoC 1'. The navigation menu includes 'Home', 'Dashboard', 'HIC', 'PIT', 'AHAR', 'Sys PM', 'Messages', 'Reports', and 'HDX Admin'. The 'Sys PM' link is highlighted with a red box. Below the navigation, the 'Reporting Status for AA-101 - Test CoC 1' is displayed. The main content area contains four summary cards: 'Housing Inventory Counts', 'Point-in-Time Counts', 'AHAR<sup>2</sup>', and 'Sys PM'. The 'Sys PM' card shows a status of 'In Progress' and a 'View SysPM' link, which is also highlighted with a red box. The 'Housing Inventory Counts' card includes details such as 'Date of Inventory Count: 4/1/2016', 'Total Organizations: 1', 'Total Projects: 7', 'Total Year-Round Beds: 192', 'Total Sheltered PIT<sup>1</sup>: 198', and 'Utilization Rate: 103%'. The 'Point-in-Time Counts' card shows 'Sheltered Populations (most recent count)' with 'Date of Count: 1/28/2016', 'Total Persons: 51', and 'Total Households: 33'. The 'AHAR<sup>2</sup>' card shows 'Final Data Due: 12/23/15', 'Errors: 44', and 'Warnings: 0'. The bottom section shows '(MA) Test Site 1 All Persons' with a progress bar for four categories: ES-FAM (0%), ES-IND (100%), TH-FAM (100%), and TH-IND (29%).

Homelessness Data Exchange Now viewing data for: AA-101 - Test CoC 1

Home Dashboard HIC PIT AHAR **Sys PM** Messages Reports HDX Admin

Dashboard Reporting Status CoC Overview

### Reporting Status for AA-101 - Test CoC 1

As primary contact for this CoC, you may access the [HDX Admin](#)  
Click here to update your account information

Module	Status	Report Due	Errors	Warnings
Housing Inventory Counts	In Progress	5/2/2016	37	9
Point-in-Time Counts	In Progress	5/2/2016	64	2
AHAR <sup>2</sup>		12/23/15	44	0
Sys PM	In Progress	10/1/2015	0	7

**Housing Inventory Counts**  
Date of Inventory Count: 4/1/2016  
Total Organizations: 1  
Total Projects: 7  
Total Year-Round Beds: 192  
Total Sheltered PIT<sup>1</sup>: 198  
Utilization Rate: 103%  
Updated By: Stefan Baumgartner  
Updated On: 4/29/2016  
[View HIC](#)

**Point-in-Time Counts**  
Sheltered Populations (most recent count)  
Date of Count: 1/28/2016  
Total Persons: 51  
Total Households: 33  
Unsheltered Populations (most recent count)  
Date of Count: 1/28/2016  
Total Persons: 0  
Total Households: 0  
[View PIT](#)

**AHAR<sup>2</sup>**  
Final Data Due: 12/23/15  
Errors: 44  
Warnings: 0

**Sys PM**  
Status: In Progress  
[View SysPM](#)

**(MA) Test Site 1 All Persons**

Category	Progress
ES-FAM	0%
ES-IND	100%
TH-FAM	100%
TH-IND	29%

# Create a New Report

- Click on blue *New Report* button

Homelessness Data Exchange Now viewing data for: AA-103 - Test CoC 3

**HDX** [Home](#) [Dashboard](#) [HIC](#) [PIT](#) [AHAR](#) [Sys PM](#) [M](#)

**Performance Measurement Module (Sys PM)** [Reports](#) [Measure 1](#) [!](#)

## Summary of SysPM Counts for AA-103 - Test CoC 3

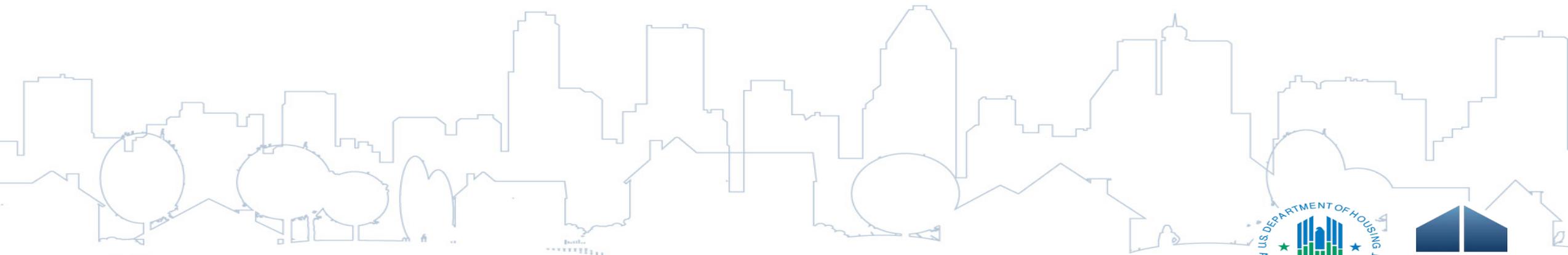
[New Report](#)

Reporting Period	Status of Report	
<a href="#">FY 2016 (10/1/2015 - 9/30/2016)</a>	Submitted	
<a href="#">FY 2015 Resubmission (10/1/2014 - 9/30/2015)</a>	In Progress	
<a href="#">FY 2015 (10/1/2014 - 9/30/2015)</a>	Submitted	

Additional  
can be fo  
below:

- [Perfor](#)
- [Vendo](#)

# Step One: Choose Whether or Not to Resubmit FY 2016 Sys PM Data



# Choose Whether or Not to Resubmit

Performance Measurement Module (Sys PM)

[Reports](#)

[Measure 1](#)

[Measure 2](#)

[Measure 3](#)

[Measure 4](#)

[Measure 5](#)

[Measure 6](#)

[Measure 7](#)

## New SysPM Report for AA-103 - Test CoC 3

HUD has decided to permit CoCs to resubmit the data from their System Performance Measures report from FY2016. CoCs may choose to resubmit for any reason. For example, some CoCs were not able to finalize their SPM reports by the deadline last year, and may wish to use this opportunity to correct their submission. However, CoCs are under no obligation to resubmit FY 2016 report data for any reason.

If your CoC chooses to resubmit your FY 2016 data, you will be required to upload or submit a complete new report. Both your new and old submissions will be displayed for reference, but the old submission will not be retained for analysis or review by HUD.

If you wish to resubmit your FY 2016 data, you must do so before submitting your FY 2016 data.

Do you plan to resubmit your FY 2016 System Performance Measure report data?

**YES**

Resubmit FY2016



The system will default to the *Measure 1* tab for the FY 2016 report. Proceed to Step 1A.

**NO**

Start FY2017



The system will default to the *Measure 1* tab for the FY 2016 report. Proceed to Step Two.

# Resubmitting FY 2016 Data

- CoCs that choose to resubmit FY 2016 data must resubmit a complete new dataset
- Previously submitted FY 2016 data will be replaced entirely

## Reporting Period

FY 2016 Resubmission (10/1/2015 - 9/30/2016) ▼

This measures the number of clients active in the report date range across ES, SH (Metric 1 of time homeless. This includes time homeless **during** the report date range as well as **prior**

**Metric 1.1: Change in the average and median length of time persons are homeless in ES**

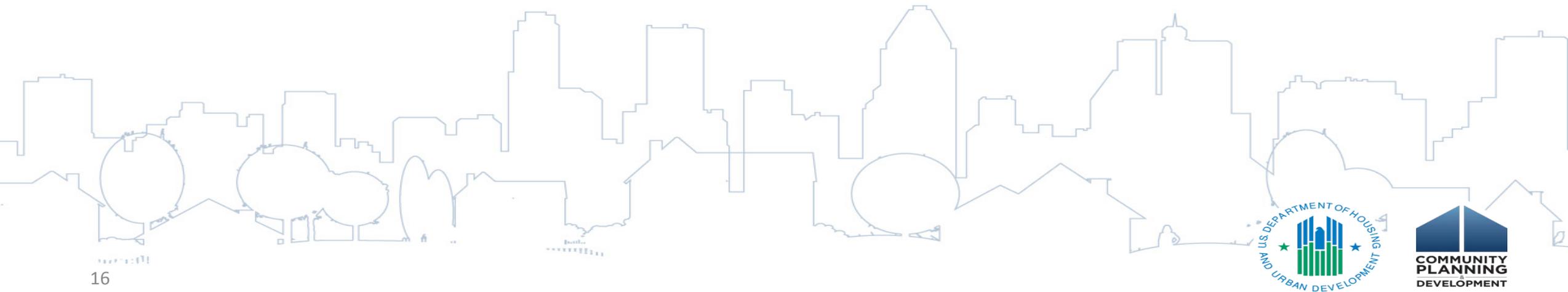
**Metric 1.2: Change in the average and median length of time persons are homeless in ES**

a. This measure is of the client's entry, exit, and bed night dates strictly as entered in the HMIS

		Universe (Persons)			Average LOT	
		Final FY 2015	Submitted FY 2016	Revised FY 2016	Final FY 2015	Submitted FY 2016
1.1	Persons in ES and SH	2000	1020		170	17
1.2	Persons in ES, SH, and TH	2100	1120		-370	37



# Step Two: Enter FY 2017 Data



# Importing SPM Data from an HMIS Export

The screenshot shows the Homelessness Data Exchange (HDX) web application. At the top, it says 'Homelessness Data Exchange' and 'Now viewing data for: AA-101 - Test CoC 1'. Below this is a navigation menu with links for Home, Dashboard, HIC, PIT, AHAR, Sys PM (which is highlighted), Messages, Reports, and HDX Admin. Underneath the navigation menu is a gray toolbar with tabs for Performance Measurement Module (Sys PM), Reports, Measure 1 through Measure 7, Data Quality, Reporting Status, and Import (which is highlighted). The main content area is titled 'Import SysPM Data' and contains a 'Select CSV File:' button next to a file input field, and an 'Upload File' button.

- Navigate to the *Import* tab on the gray toolbar
- Click the *Select CSV File* button
- Browse to find the data file stored on your computer
- Click the *Upload File* button

# Successful Import

- Green box indicates import was successful and the user can save the data
- Select whether the upload is the FY 2017 or the FY 2016 resubmission
- Click on the gray *Save to HDX* button

Total Errors: 0

Total Warnings: 0

Data Validation: **Validated - can save to HDX**

Expected Name In File	Type	Required Field	Found In File	Mapped Db Field	Errors or Warnings
CoCCode	String(6)	Yes	Yes	cocid	

## Data Preview

#	CoCCode	Revision	ReportDateTime	ReportStartDate	ReportEndDate	SoftwareName	SourceType	SourceContactFirst	SourceContactLast
1	AA-103	0	1/18/2018	10/1/2016	10/1/2017				

Process file as

FY 2017 Base Data

FY 2016 Revised Data

Save to HDX

# Unsuccessful Import

- User can either fix the error(s) or manually enter data from the HMIS report

Uploaded file: **Error File AA 102.csv**  
File size: 1,766 (B)

Total Records: 1  
Missing Fields: 1  
Total Errors: 1  
Total Warnings: 1

**Data Validation** **Error - can not submit**

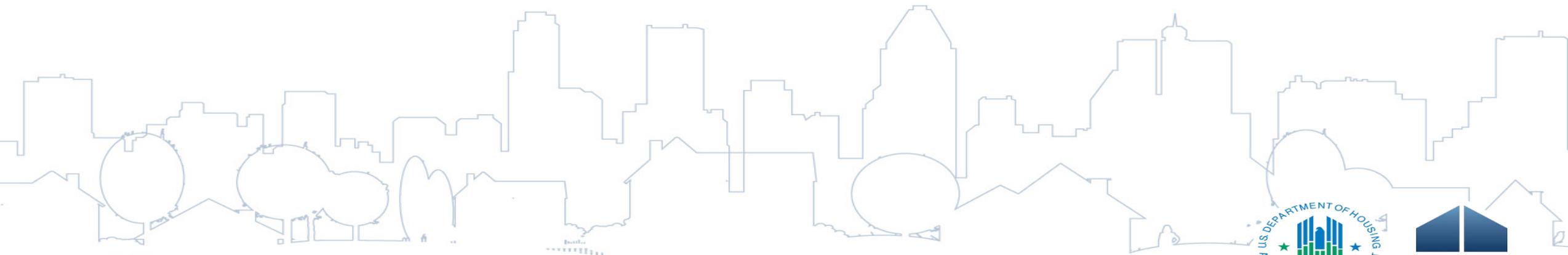
Expected Name in File	Type	Required Field	Found in File	Mapped Db Field	Errors or Warnings
CoCCode	String(6)	Yes	Yes	coclid	
ReportDateTime	DateTime	Yes	Yes	createdOn	
SourceContactEmail	String(50)	-	Yes	SourceContactEmail	
ESSHUniverse_1A	Integer	-	Yes	personsEsShUniverse	Line #1: value (two) is not an integer
ESSHAvnTime_1A	Decimal	-	No	personsEsShAvnTime_OT	Field is missing in the file, and system will store NULL in db.

**Data Preview**

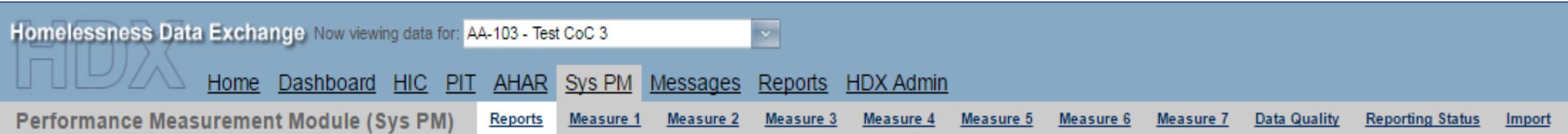
#	CoCCode	ReportDateTime	ReportStartDate	ReportEndDate	SoftwareName	SourceType	SourceContactFirst	SourceContactLast	SourceContactEmail	ESSHUniverse
1	AA-102	10/1/2012	12/13/2012							two

Can not submit with errors

# Navigating the Sys PM Module



# Navigating the Sys PM Module



- Click on links in the gray navigation bar to access the seven different Sys PM tables and to enter and review data for each measure and associated metrics
- In addition, users may also click on the “Save and Go to Next Measure” blue box on the bottom right corner of each page to navigate to the next measure

**Save and Go to Next Measure**

# Measure 1a: Change in Length of Homelessness

This measures the number of clients active in the report date range across ES, SH (Metric 1.1) and then ES, SH and TH (Metric 1.2) along with their average and median length of time homeless. This includes time homeless **during** the report date range as well as **prior** to the report start date, going back no further than October, 1, 2012.

**Metric 1.1: Change in the average and median length of time persons are homeless in ES and SH projects.**

**Metric 1.2: Change in the average and median length of time persons are homeless in ES, SH, and TH projects.**

a. This measure is of the client's entry, exit, and bed night dates strictly as entered in the HMIS system.

		Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
		Submitted FY 2016	FY 2017	Submitted FY 2016	FY 2017	Difference	Submitted FY 2016	FY 2017	Difference
1.1	Persons in ES and SH	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>	
1.2	Persons in ES, SH, and TH	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>	

# Measure 1b: Change in Length of Homelessness

b. This measure is based on data element 3.17

This measure includes data from each client's Living Situation (Data Standards element 3.917) response **as well as time spent in permanent housing projects between Project Start and Housing Move-In**. This information is added to the client's entry date, effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

The construction of this measure changed, per HUD's specifications, between FY 2016 and FY 2017. HUD is aware that this may impact the change between these two years.

		Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
		Submitted FY 2016	FY 2017	Submitted FY 2016	FY 2017	Difference	Submitted FY 2016	FY 2017	Difference
1.1	Persons in ES, SH, and PH (prior to "housing move in")	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>	
1.2	Persons in ES, SH, TH, and PH (prior to "housing move in")	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>	

# Measure 2: People who Return to Homelessness

Reporting Period

FY 2017 (10/1/2016 - 9/30/2017) ▼

[Print Errors](#)

[Save](#)

This measures clients who exited SO, ES, TH, SH or PH to a permanent housing destination in the date range two years prior to the report date range. Of those clients, the measure reports on how many of them returned to homelessness as indicated in the HMIS for up to two years after their initial exit.

After entering data, please review and confirm your entries and totals. Some HMIS reports may not list the project types in exactly the same order as they are displayed below.

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)		Returns to Homelessness in Less than 6 Months (0 - 180 days)			Returns to Homelessness from 6 to 12 Months (181 - 365 days)			Returns to Homelessness from 13 to 24 Months (366 - 730 days)			Number of Returns in 2 Years	
	Revised FY 2016	Current FY	Revised FY 2016	FY 2017	% of Returns	Revised FY 2016	FY 2017	% of Returns	Revised FY 2016	FY 2017	% of Returns	FY 2017	% of Returns
Exit was from SO	120		30			40			50				
Exit was from ES	220		60			70			80				
Exit was from TH	320		90			100			110				
Exit was from SH	420		120			130			140				
Exit was from PH	520		150			160			170				
<b>TOTAL Returns to Homelessness</b>	<b>1600</b>		<b>450</b>			<b>500</b>			<b>550</b>				

[Save and Go to Prev Measure](#)

[Save and Go to Next Measure](#)

# Measure 3.1: Change in PIT Counts

- Table will auto-populate from PIT data submitted in HDX
- PIT is from year associated with the SPM year; January 2017 count is the count within 2017 federal fiscal year

## Reporting Period

FY 2017 (10/1/2016 - 9/30/2017) ▼

[Print Errors](#)

[Save](#)

## Metric 3.1 – Change in PIT Counts

This measures the change in PIT counts of sheltered and unsheltered homeless person as reported on the PIT (not from HMIS). If a CoC did not conduct an unsheltered count in a particular FY, then the next-most recent unsheltered data are used.

	January 2016 PIT Count	January 2017 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	1302	1415	113
Emergency Shelter Total	591	536	-55
Safe Haven Total	0	0	0
Transitional Housing Total	400	422	22
Total Sheltered Count	991	958	-33
Unsheltered Count	311	457	146

# Measure 3.2: Change in Annual Counts

## Metric 3.2 – Change in Annual Counts

This measures the change in annual counts of sheltered homeless persons in HMIS.

	Submitted FY 2016	FY 2017	Difference
Universe: Unduplicated Total sheltered homeless persons	1122	1122	0
Emergency Shelter Total	970	970	0
Safe Haven Total	170	170	0
Transitional Housing Total	140	140	0

Save and Go to Prev Measure

Save and Go to Next Measure

# Measure 4: Employment and Income Growth

- Metric 4.1. Change in employment income during the reporting period for system stayers
- Metric 4.2. Change in non-employment cash income during the reporting period for system stayers
- Metric 4.3. Change in total cash income during the reporting period for system stayers

This measure is divided into six tables capturing employment and non-employment income changes for system leavers and stayers. The project types reported in these metrics are the same for each metric, but the type of income and universe of clients differs. In addition, the projects reported within these tables are limited to CoC-funded projects.

## Metric 4.1 – Change in earned income for adult system stayers during the reporting period

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	50	50	0
Number of adults with increased earned income	25	25	0
Percentage of adults who increased earned income	50%	50%	0%

## Metric 4.2 – Change in non-employment cash income for adult system stayers during the reporting period

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	50	50	0
Number of adults with increased non-employment cash income	30	30	0
Percentage of adults who increased non-employment cash income	60%	60%	0%

## Metric 4.3 – Change in total income for adult system stayers during the reporting period

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	50	50	0
Number of adults with increased total income	31	31	0
Percentage of adults who increased total income	62%	62%	0%

# Measure 4: Employment and Income Growth

- Metric 4.4. Change in employment income from entry to exit for system leavers
- Metric 4.5. Change in non-employment cash income from entry to exit for system leavers
- Metric 4.6. Change in total cash income from entry to exit for system leavers

**Metric 4.4 – Change in earned income for adult system leavers**

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	60	60	0
Number of adults who exited with increased earned income	26	26	0
Percentage of adults who increased earned income	43%	43%	0%

**Metric 4.5 – Change in non-employment cash income for adult system leavers**

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	60	60	0
Number of adults who exited with increased non-employment cash income	32	32	0
Percentage of adults who increased non-employment cash income	53%	53%	0%

**Metric 4.6 – Change in total income for adult system leavers**

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	60	60	0
Number of adults who exited with increased total income	33	33	0
Percentage of adults who increased total income	55%	55%	0%

# Measure 5: First-Time Homelessness

- Metric 5.1: Change in the number of persons entering ES, SH, and TH with no prior enrollments in HMIS
- Metric 5.2: Change in the number of persons entering ES, SH, TH, and PH with no prior enrollments in HMIS

This measures the number of people entering the homeless system through ES, SH, or TH (Metric 5.1) or ES, SH, TH, or PH (Metric 5.2) and determines whether they have any prior enrollments in the HMIS over the past two years. Those with no prior enrollments are considered to be experiencing homelessness for the first time.

## Metric 5.1 – Change in the number of persons entering ES, SH, and TH projects with no prior enrollments in HMIS

	Submitted FY 2016	FY 2017	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	520	520	0
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	270	270	0
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	250	250	0

## Metric 5.2 – Change in the number of persons entering ES, SH, TH, and PH projects with no prior enrollments in HMIS

	Submitted FY 2016	FY 2017	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	570	570	0
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	280	280	0
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	290	290	0

# Measure 6: Category 3 Measures

**This measure is not applicable to CoCs in the  
FY2016 reporting period**

# Measure 7: Successful Placement and Retention

- Metric 7a.1: Change in % of leavers who exited SO during the reporting period to an acceptable destination.
- Metric 7b.1: Change in % of leavers who exited ES, SH, TH, and PH - RRH during the reporting period to permanent housing destinations.
- Metric 7b.2: Change in % of clients all PH projects except PH-RRH who were stayers or leavers who exited to permanent housing destinations

**Metric 7a.1 – Change in SO exits to temporary destinations, some institutional destinations, and permanent housing destinations**

	Submitted FY 2016	FY 2017	Difference
Universe: Persons who exit Street Outreach	29	55	26
Of persons above, those who exited to temporary & some institutional destinations	2	20	18
Of the persons above, those who exited to permanent housing destinations	16	16	0
% Successful exits	62%	65%	3%

**Metric 7b.1 – Change in ES, SH, TH, and PH-RRH exits to permanent housing destinations**

	Submitted FY 2016	FY 2017	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	185	185	0
Of the persons above, those who exited to permanent housing destinations	75	75	0
% Successful exits	41%	41%	0%

**Metric 7b.2 – Change in PH exits to permanent housing destinations or retention of permanent housing**

	Submitted FY 2016	FY 2017	Difference
Universe: Persons in all PH projects except PH-RRH who exited after moving into housing, or who moved into housing and remained in the PH project	460	460	0
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	170	170	0
% Successful exits/retention	37%	37%	0%

# Step Three: Complete the Data Quality Tab



# Data Quality Tab: Overview

- Automatically populates a bed coverage rate for each of the relevant project types from the HIC for the past four fiscal years (excluding DV beds):
  - ES and SH together
  - TH
  - PSH and OPH together
  - RRH
  - Street Outreach
- CoCs required to manually enter three data points for each of the project types listed above for FY 2017:
  - Total Number Served
  - Total Leavers
  - Total Number with Missing/DK/Refused Destination

# Data Quality Tab: Entering Data

## Reporting Period

FY 2017 (10/1/2016 - 9/30/2017)

Save

	All ES, SH				All TH				All PSH, OPH				All RRH				All Street Outreach			
	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017
1. Number of non-DV Beds on HIC	266	256	270	497	563	348	453	446	419	508	582	636	171	347	78	118				
2. Number of HMIS Beds	247	235	249	497	485	297	427	418	400	508	582	636	171	347	78	118				
3. HMIS Participation Rate from HIC	92.86 %	91.80 %	92.22 %	100.00 %	86.15 %	85.34 %	94.26 %	93.72 %	95.47 %	100.00 %	100.00 %	100.00 %	100.00 %	100.00 %	100.00 %	100.00 %				
4. Unduplicated Persons Served (HMIS)	2967	2924	3872	<input type="text"/>	807	734	783	<input type="text"/>	492	587	673	<input type="text"/>	827	679	760	<input type="text"/>	345	445	474	<input type="text"/>
5. Total Leavers (HMIS)	2725	2680	3663	<input type="text"/>	516	400	420	<input type="text"/>	100	118	123	<input type="text"/>	691	471	547	<input type="text"/>	160	261	343	<input type="text"/>
6. Destination of Don't Know, Refused, or Missing (HMIS)	1259	1655	2752	<input type="text"/>	58	30	37	<input type="text"/>	14	21	35	<input type="text"/>	17	47	60	<input type="text"/>	142	260	343	<input type="text"/>
7. Destination Error Rate (Calculated)	46.20 %	61.75 %	75.13 %		11.24 %	7.50 %	8.81 %		14.00 %	17.80 %	28.46 %		2.46 %	9.98 %	10.97 %		88.75 %	99.62 %	100.00 %	

Save and go to Submission Screen

# Data Quality Report Template

- The source of each of these data points is indicated on the HMIS Data Quality Report Template with a red box

## HMIS Data Quality Report Template

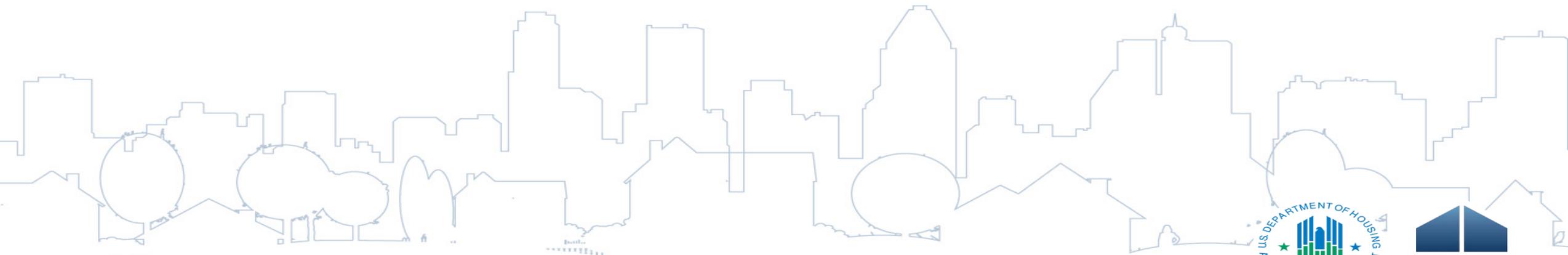
### Q1. Report Validation Table

#	Validation	B
1	Total number of persons served	
2	Number of adults (age 18 or over)	
3	Number of children (under age 18)	
4	Number of persons with unknown age	
5	Number of leavers	
6	Number of adult leavers	
7	Number of adult and head of household leavers	
8	Number of stayers	
9	Number of adult stayers	
10	Number of veterans	
11	Number of chronically homeless persons	
12	Number of youth under age 25	
13	Number of parenting youth under age 25 with children	
14	Number of adult heads of household	
15	Number of child and unknown-age heads of household	
16	Heads of households and adult stayers in the project 365 days or more	

### Q4. Income and Housing Data Quality

Data Element	Error Count	% of Error Rate
Destination (3.12)		
Income and Sources (4.2) at Entry		
Income and Sources (4.2) at Annual Assessment		
Income and Sources (4.2) at Exit		

# Step Four: Validation Warnings and Errors



# Addressing Validation Errors and Warnings

- Warnings appear once data is saved
- Click *Hide Error Messages* to hide the yellow validation

W

[Hide Error Messages](#)
[Print Errors](#)

SO, ES, TH, SH or PH to a permanent housing destination in the date range two years prior to the , the measure reports on how many of them returned to homelessness as indicated in the HMIS for up

and confirm your entries and totals. Some HMIS reports may not list the project types in exactly the below.

Returns to Homelessness in Less than 6 Months (0 - 180 days)		Returns to Homelessness from 6 to 12 Months (181 - 365 days)		Returns to Homelessness from 13 to 24 Months (366 - 730 days)		Number of Returns in 2 Years	
# of Returns	% of Returns	# of Returns	% of Returns	# of Returns	% of Returns	# of Returns	% of Returns
<input type="text" value="100"/>	100%	<input type="text" value="5"/>	5%	<input type="text"/>		105	105%
<input type="text"/>		<input type="text"/>		<input type="text"/>			



**Validation Error**  
We do not expect this percentage to exceed 100%. ✕

# Validation Notes

- Leave a note of explanation for each warning received
- Click on the field with the warning to enter a note

Submitted FY 2016	FY 2017	Difference
	20	

 **Validation Error**  
The number of adult system stayers should be consistent across Metrics 4.1, 4.2, and 4.3.

**Notes**

Leave a note of explanation for each validation warning by clicking on the field containing the warning. Be sure to click on the Save Notes box at the bottom of each note to save your explanation.

**Save Notes**

# Validation Warning List

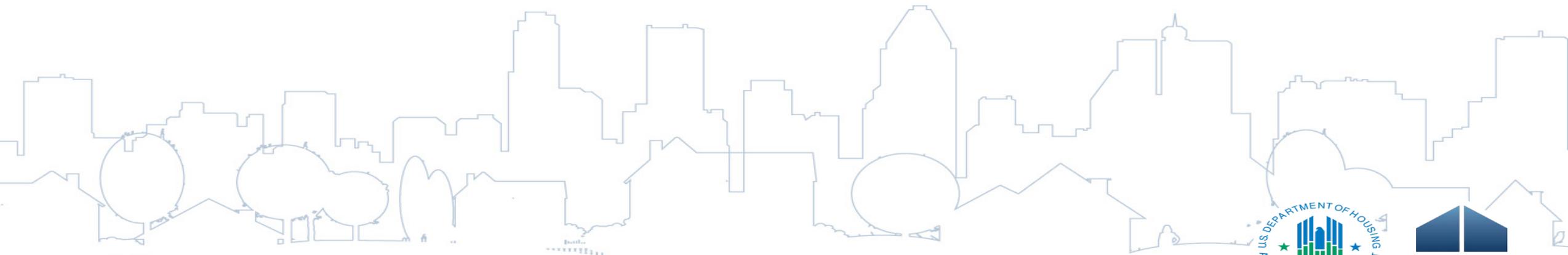
- Validation warnings can also be viewed from the *Reporting Status* tab

Reporting Period:

Click on the + sign to expand the selection to better see available reports and a list of all validation errors and warnings.

Current Status	In Progress - Please fix errors to submit <input type="button" value="Submit Data"/>								
Reports	<ul style="list-style-type: none"><li>• <a href="#">Sys PM Report</a>  </li></ul>								
Last Updated On	3/12/2018								
Last Updated By	Julia Brown								
Submitted On	-								
Submitted By	-								
- Validation Errors	3 Validation Errors - Please fix in order to submit data <a href="#">Print</a> <table border="1"><thead><tr><th>Error</th><th></th></tr></thead><tbody><tr><td>We do not expect this percentage to exceed 100%.</td><td><a href="#">Fix This</a></td></tr><tr><td>The number of adult system stayers should be consistent across Metrics 4.1, 4.2, and 4.3.</td><td><a href="#">Fix This</a></td></tr><tr><td>Data Quality page has empty cell(s)</td><td><a href="#">Fix This</a></td></tr></tbody></table>	Error		We do not expect this percentage to exceed 100%.	<a href="#">Fix This</a>	The number of adult system stayers should be consistent across Metrics 4.1, 4.2, and 4.3.	<a href="#">Fix This</a>	Data Quality page has empty cell(s)	<a href="#">Fix This</a>
Error									
We do not expect this percentage to exceed 100%.	<a href="#">Fix This</a>								
The number of adult system stayers should be consistent across Metrics 4.1, 4.2, and 4.3.	<a href="#">Fix This</a>								
Data Quality page has empty cell(s)	<a href="#">Fix This</a>								
+ Validation Warnings	56 Validation Warnings <a href="#">Print</a>								
+ Messages	No Messages								

# Step Five: Submit the SPM Report



# Reporting Status Tab - Submission

Homelessness Data Exchange Now viewing data for: AA-103 - Test CoC 3

Home Dashboard HIC PIT AHAR Sys PM Messages Reports HDX Admin

Performance Measurement Module (Sys PM) Reports Measure 1 Measure 2 Measure 3 Measure 4 Measure 5 Measure 6 Measure 7 Data Quality Reporting Status

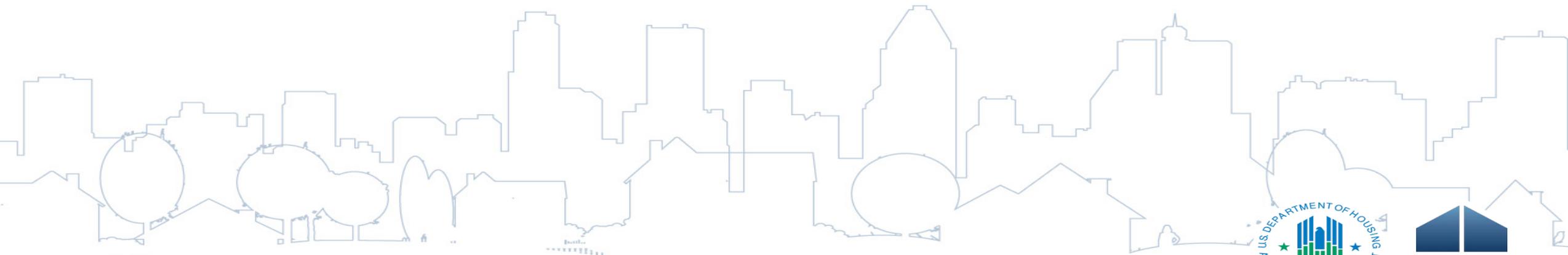
## Reporting Status for AA-103 - Test CoC 3

Reporting Period: FY 2016 (10/1/2015 - 9/30/2016)

Current Status	In Progress <a href="#">Submit Data</a>
Reports	<ul style="list-style-type: none"><li><a href="#">Sys PM Report</a>  </li></ul>
Last Updated On	3/20/2017
Last Updated By	Julia Brown
Submitted On	3/15/2017
Submitted By	Julia Brown
Validation Errors +	0 Validation Errors
Validation Warnings +	0 Validation Warnings
Messages +	4 Messages

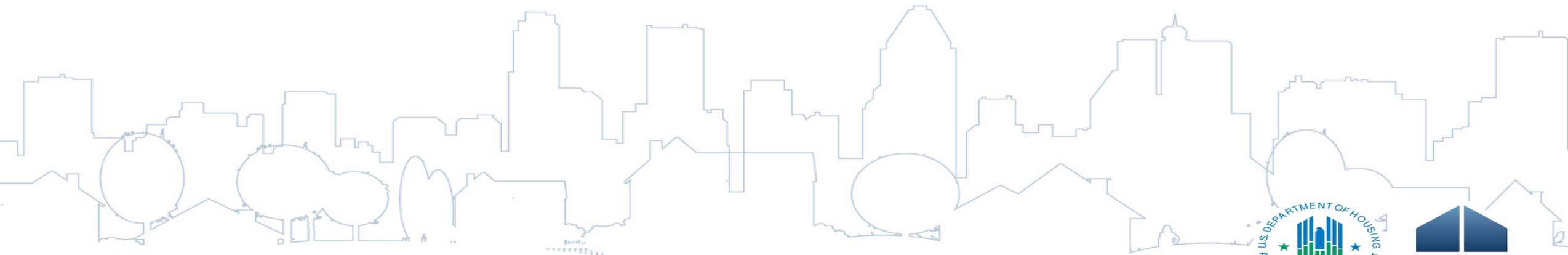
- To submit data, click the Reporting Status tab on the gray toolbar. Then, click on the blue “Submit Data” button
- **If you cannot see the blue submit button, contact your CoC Collaborative Applicant and ask them to provide you with submit rights**

# Step Six: Prepare a Summary Report





# Summary and Questions



# Overview of Submission Steps

1. Choose Whether or Not to Resubmit FY 2016 Sys PM Data
2. Enter Data from the FY 2017 HMIS System PM report into the HDX
  - Manual
  - Import
3. Complete the Data Quality tab
4. Review and address validation warnings
5. Submit the report
6. Generate report of the submitted data

# Questions?

Any questions that aren't addressed today may be submitted via the HUD Exchange CoC Program [Ask A Question](#) page.

- For questions related to data submission in the HDX, select **HDX: Homelessness Data Exchange (including PIT, HIC and AHAR)** in response to the “my question is related to” prompt
- For questions related to calculation of the measures or preparing the report in HMIS, select **Homeless Management Information System**

# HUD System Performance Measures Page

HUD System Performance Measures page on the HUD Exchange:

<https://www.hudexchange.info/coc/guides/system-performance-measures>

Resources and assistance to support HUD's community partners

NEED HOUSING ASSISTANCE? | Email Updates | Log In

 **HUD EXCHANGE**  
Secretary Ben Carson

Programs ▾ | Resources ▾ | Trainings | Program Support ▾ | Grantees ▾ | News

Home > Programs > CoC: Continuum of Care Program > System Performance Measures

## System Performance Measures

A critical aspect of the [McKinney-Vento Homeless Assistance Act](#), as amended, is a focus on viewing the local homeless response as a coordinated system of homeless assistance options as opposed to homeless assistance programs and funding sources that operate independently in a community. To facilitate this perspective the Act now requires communities to measure their performance as a coordinated system, in addition to analyzing performance by specific projects or project types.

The Act has established a set of selection criteria for HUD to use in awarding CoC funding in section 427 that require CoCs to report to HUD their system-level performance. The intent of these selection criteria are to encourage CoCs, in coordination with ESG Program recipients and all other homeless assistance stakeholders in the community, to regularly measure their progress in meeting the needs of people experiencing homelessness in their community and to report this progress to HUD.

CoCs also play an integral role in Consolidated Plan (Con Plan) jurisdictions' planning process. They are required to provide the jurisdiction with the information necessary to complete the Con Plan(s) for homeless assistance provided to persons within the CoC's geographic area that falls within the Con Plan jurisdiction's geographic area, including data on performance measures. HUD will use the system-level performance information as a competitive element in its annual CoC Program Competition and to gauge the state of the homeless response system nationally.

This page provides HUD guidance for CoCs on system-level performance.