



PIT Count Office Hours

April 20, 2021

3-4:30pm ET



Housekeeping

- A recording of today's session, along with the slide deck and a copy of the Chat and Q&A content will be posted to the HUD Exchange within 2-3 business days
- Event information for upcoming PIT Count Office Hours, along with copies of all materials can be found here:

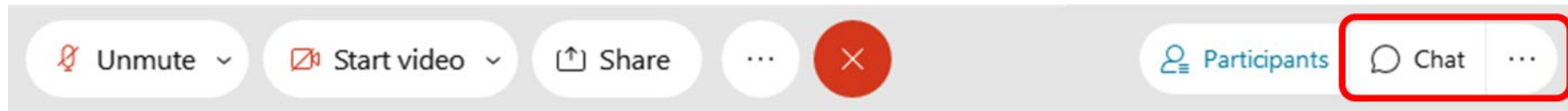
<https://www.hudexchange.info/programs/hdx/guides/pit-hic/#pit-count-office-hours>

- To join the webinar via the phone, please call in using:

+1-415-655-0002 Access code: 185 062 2270

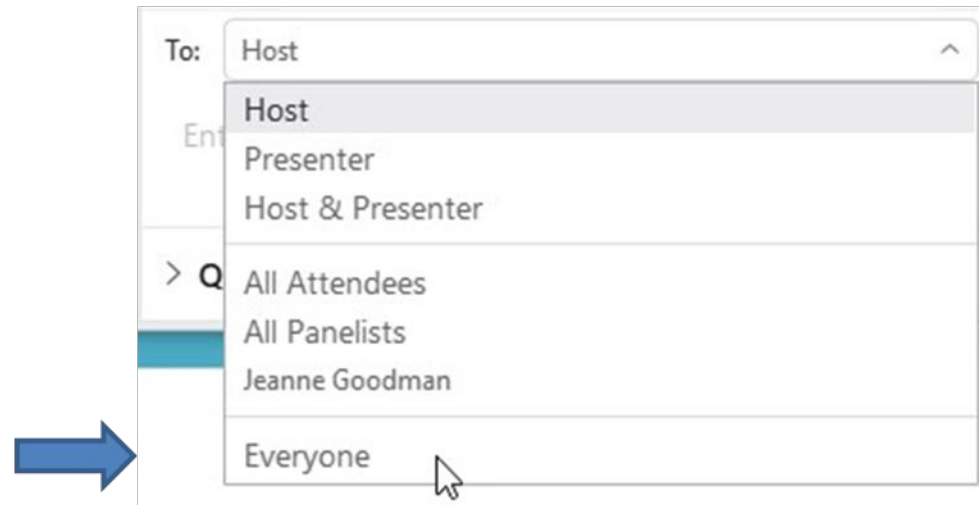
(If you need to call in toll-free, call 1-855-797-9485)

Chat Feature



Select the Chat icon to make a comment or ask a question.

Be certain the To field is set to **Everyone**



Raise Hand for Questions

Locate and select
the **Raise Hand**
icon on the right

Participants

Search

Panelist: 1

JG Jeanne Goo...
Host

Attendee:

MJ Mr. Bo Jangles
Me

US DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT

COMMUNITY
PLANNING
DEVELOPMENT

Participants Chat

Speakers & Resource Advisors

U.S. Department of Housing and Urban Development

- William Snow, Office of Special Needs Assistance Programs

Abt Associates

- Aubrey Sitler
- Meghan Henry
- Tori Morris

Agenda

- 2021 HIC and PIT Count Data Submission
 - HIC Guidance & Changes in HDX
 - Emergency Solutions Grant Coronavirus (ESG-CV) in the HIC
 - Supportive Services for Veteran Families (SSVF) Emergency Housing Assistance (EHA) in the HIC and the Sheltered PIT Count
 - Grant Per Diem (GPD) Projects with Clients in Hotel/Motel Beds
 - Reporting HUD-VASH by Household Type in the HIC
 - PIT Count Changes in HDX
 - Types of PIT Counts
 - Partial Unsheltered Count
- Q&A

2021 HIC & PIT COUNT DATA SUBMISSION



Data Submission Guidance

2021 HIC and PIT Count Data Submission Guidance

(published April 2021) includes detailed instructions on:

- Using [HDX 1.0](#) to submit HIC and PIT count data
- Updated guidance for 2021

HIC Change: ESG-CV Funding Source

A new McKinney-Vento funding source has been added to account for ESG-CV projects. All projects funded with ESG-CV should select **“yes” for the ESG-CV funding source** then should select either **ESG-ES** or **ESG-RRH** for each project

Emergency Solutions Grant Coronavirus (ESG-CV)	<input checked="" type="radio"/> Yes <input type="radio"/> No
<input checked="" type="radio"/> ESG – Emergency Shelter	
<input type="radio"/> ESG – Rapid Re-Housing	

HIC Guidance: SSVF EHA Inventory

Supportive Services for Veteran Families (SSVF) Emergency Housing Assistance (EHA) in use on the night of the count should be included in the HIC (as ES) and sheltered PIT count (as ES).

- **Project Type:** Emergency Shelter (ES)
- **Emergency Shelter Bed and Unit Availability:** Overflow Beds
- **Year-Round Bed Inventory:** 0 year-round beds
- **Funding Source:** VA: Supportive Services for Veteran Families Program (SSVF)

***Note:** A validation warning will appear in HDX when SSVF is selected as the funding source for an ES project. Please add a note on the project record to confirm that the inventory listed is for “SSVF EHA.”*

HIC Guidance: SSVF EHA Inventory

- **HMIS Participation & HMIS Project ID:** These fields will depend on how the SSVF project already accounts for EHA resources in HMIS.
 - If the SSVF EHA is tracked as a “service” in the SSVF RRH project in HMIS, then the EHA ES HIC inventory should be listed as non-HMIS-participating and the HMIS Project ID should be the ***same as the SSVF RRH project's HMIS Project ID with "-EHA" on the end.***

Example:

- SSVF RRH project's HMIS Project ID: “4” in HMIS and on the HIC
 - SSVF EHA project's HMIS Project ID: “4-EHA” on the HIC
- If the SSVF project reports EHA as an ES project in HMIS (which is allowed but not required), then the EHA ES HIC project should be listed as HMIS-participating. The HMIS Project ID in the HIC should then ***match the Project ID in HMIS.***
- **Project Inventory PIT Count:** Should reflect the total number of people served by EHA on the night of the count.

HIC & PIT Count Guidance: HMIS & SSVF EHA

- For SSVF projects that log EHA as a “service” transaction in the SSVF RRH project in HMIS:
 - Include all veterans enrolled in VA-funded SSVF RRH projects in HMIS who have:
 - ✓ No Housing Move-in Date recorded as of the night of the count.
- **AND**
 - ✓ An existing EHA TFA Service recorded for the month in which the PIT count took place.
- **In the sheltered PIT count & on the HIC inventory PIT field:** Include the number of people who meet these criteria.
- **On the HIC:** If the CoC does not know the number of beds supplied for each household, assume 1 bed per person (i.e., 100% bed utilization).

HIC Guidance: GPD Projects & Hotel/Motel Beds

- Hotel/motel beds provided by VA-funded Grant Per Diem (GPD) projects **should be counted as part of the GPD project.** These beds should not be counted as their own ES project.
- Clients staying in GPD-funded hotel/motel beds on the night of count should be **counted in each GPD project inventory's PIT count** field on the HIC.

Reporting HUD-VASH Households in the HIC

For CoCs using the **HUD-VASH HOMES Transfer Tool**:

It is acceptable to consider each household served a “household without children” with one person in it.

For CoCs using **HMIS or another method of data collection** on HUD-VASH households served:

Keep counting households served as accurately as possible.

PIT Count Change: Type of PIT Count

“Received HUD Waiver?”

- As always, this question refers to whether a CoC received a waiver from HUD **to conduct their PIT count outside the last 20 days of January.**
- This **does not refer to use of the unsheltered PIT count waivers** available through the [CPD Memo: Availability of Waivers for the Biennial Point-in-Time Count of Unsheltered Homelessness.](#)



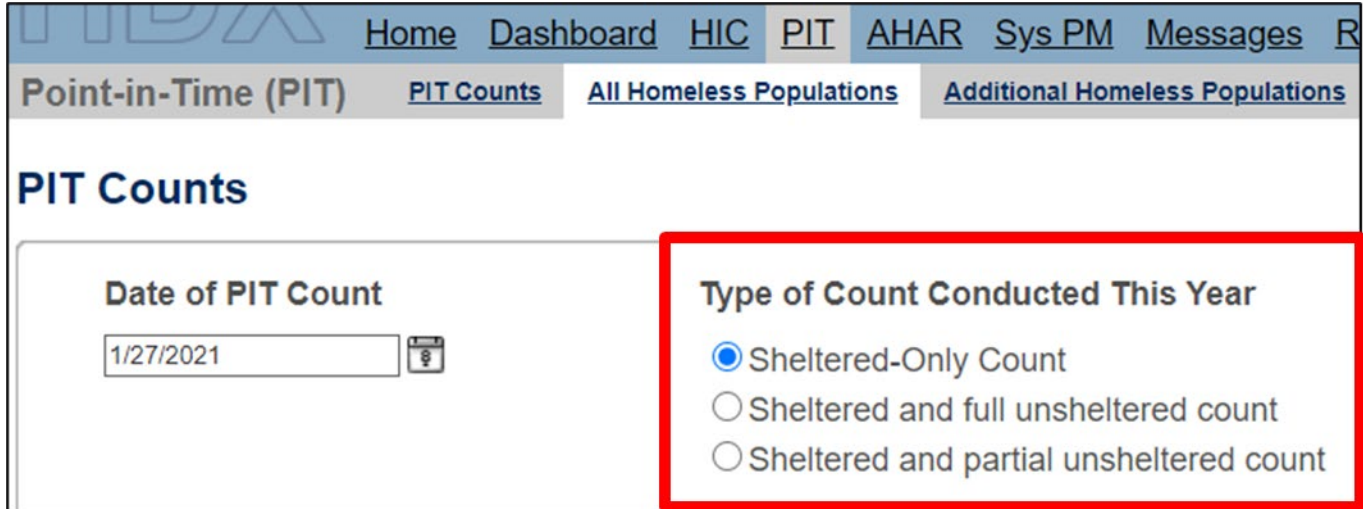
The screenshot shows a web interface for 'Point-in-Time (PIT) Counts'. The navigation bar includes links for Home, Dashboard, HIC, PIT, AHAR, Sys PM, Messages, and Reports. Below the navigation bar, there are tabs for 'Point-in-Time (PIT)', 'PIT Counts', 'All Homeless Populations', and 'Additional Homeless Populations'. The 'PIT Counts' tab is active. The form contains two main sections: 'Date of PIT Count' and 'Type of Count Conducted This Year'. The 'Date of PIT Count' section has a text input field with '1/19/2021' and a calendar icon. Below this, the question 'Received HUD Waiver?' is highlighted with a red box, with radio button options for 'Yes', 'No', and 'Not applicable'. The 'Type of Count Conducted This Year' section has three radio button options: 'Sheltered-Only Count' (selected), 'Sheltered and full unsheltered count', and 'Sheltered and partial unsheltered count'.

This question only appears if your PIT count date is blank or if you enter a date outside the last 10 days of January.

PIT Count Change: Type of PIT Count

“Sheltered-Only Count”

- For CoCs that did not conduct any type of unsheltered PIT count in 2021



The screenshot shows a web application interface for PIT Counts. The top navigation bar includes links for Home, Dashboard, HIC, PIT, AHAR, Sys PM, Messages, and R. Below this, a sub-navigation bar highlights 'PIT Counts' under the 'Point-in-Time (PIT)' category, with other options being 'All Homeless Populations' and 'Additional Homeless Populations'. The main section is titled 'PIT Counts'. It contains two primary input areas: 'Date of PIT Count' with a text box showing '1/27/2021' and a calendar icon, and 'Type of Count Conducted This Year' which is highlighted with a red rectangular border. This section contains three radio button options: 'Sheltered-Only Count' (which is selected), 'Sheltered and full unsheltered count', and 'Sheltered and partial unsheltered count'.

Home Dashboard HIC PIT AHAR Sys PM Messages R

Point-in-Time (PIT) PIT Counts All Homeless Populations Additional Homeless Populations

PIT Counts

Date of PIT Count

1/27/2021

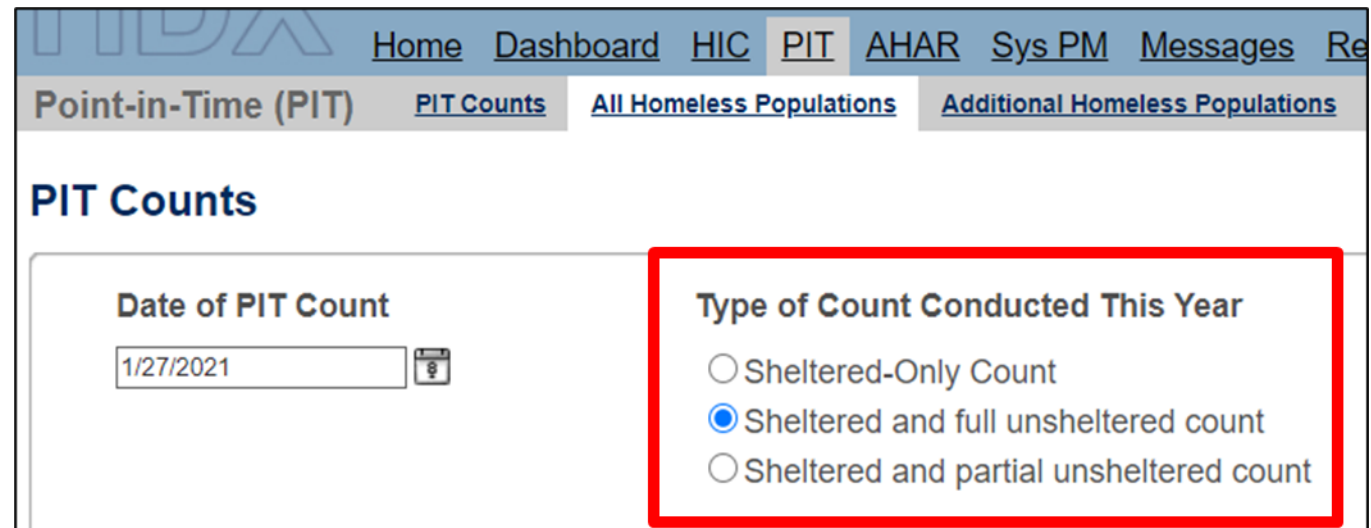
Type of Count Conducted This Year

- ☒ Sheltered-Only Count
- ☐ Sheltered and full unsheltered count
- ☐ Sheltered and partial unsheltered count

PIT Count Change: Type of PIT Count

“Sheltered and Full Unsheltered Count”

- For CoCs that conducted the sheltered and unsheltered PIT count as they would in any other year. These CoCs collected and can report data on:
 - **The full CoC geography**
 - **All required data elements** for all people counted, including:
 - Household type
 - Demographics
 - Chronic status
 - Subpopulation data (i.e., youth and veteran households)
 - Additional populations



The screenshot shows a web interface for reporting PIT counts. The top navigation bar includes links for Home, Dashboard, HIC, PIT, AHAR, Sys PM, Messages, and Reports. Below this, a sub-navigation bar has tabs for Point-in-Time (PIT), PIT Counts, All Homeless Populations, and Additional Homeless Populations. The main section is titled 'PIT Counts'. It contains a 'Date of PIT Count' field with a calendar icon and a date of 1/27/2021. To the right, a section titled 'Type of Count Conducted This Year' is highlighted with a red border. It contains three radio button options: 'Sheltered-Only Count', 'Sheltered and full unsheltered count' (which is selected), and 'Sheltered and partial unsheltered count'.

Home Dashboard HIC PIT AHAR Sys PM Messages Re

Point-in-Time (PIT) PIT Counts All Homeless Populations Additional Homeless Populations

PIT Counts

Date of PIT Count

1/27/2021

Type of Count Conducted This Year

☐ Sheltered-Only Count

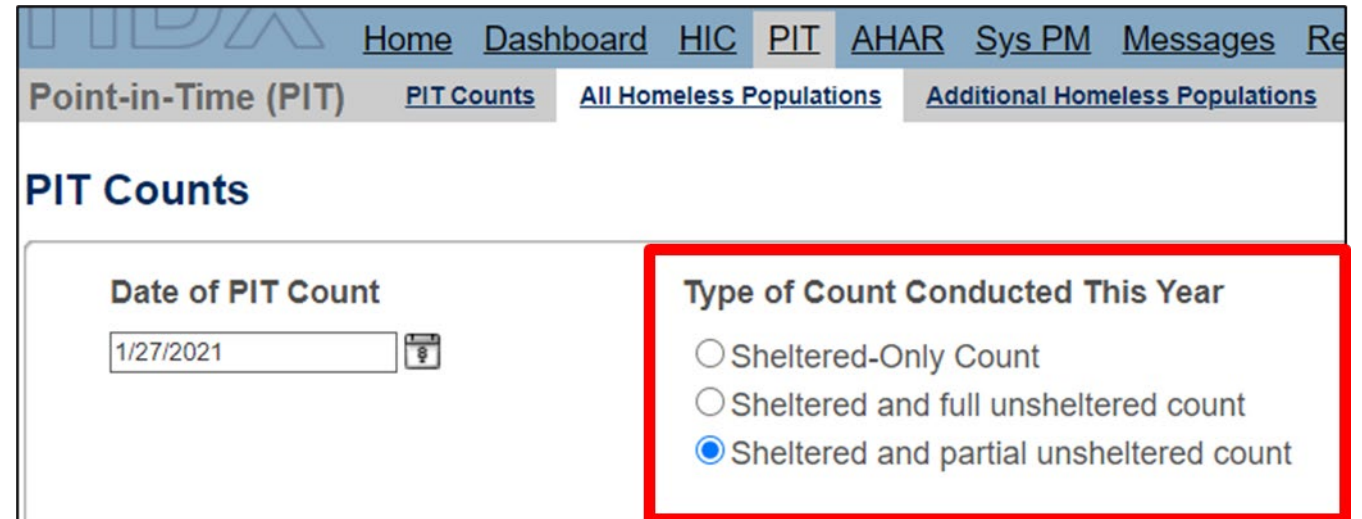
☒ Sheltered and full unsheltered count

☐ Sheltered and partial unsheltered count

PIT Count Change: Type of PIT Count

“Sheltered and Partial Unsheltered Count”

- For CoCs that collected some but not all unsheltered data elements
- “Partial unsheltered count” **does not mean partial geographic or population coverage.** CoCs must still have used a methodology that meets HUD’s standards to cover the full geography and population, but without some data elements (e.g., “head count” only)



Home Dashboard HIC PIT AHAR Sys PM Messages Re

Point-in-Time (PIT) PIT Counts All Homeless Populations Additional Homeless Populations

PIT Counts

Date of PIT Count
1/27/2021

Type of Count Conducted This Year

- ☐ Sheltered-Only Count
- ☐ Sheltered and full unsheltered count
- ☒ Sheltered and partial unsheltered count

Partial Unsheltered Count: HDX Functionality

Home Dashboard HIC PIT AHAR Sys PM Messages Reports HDX Admin

Point-in-Time (PIT) PIT Counts **All Homeless Populations** Additional Homeless Populations Youth Populations Veteran Populations Methodology Notes

PIT Counts

Date of PIT Count: 1/27/2021

Type of Count Conducted This Year:
☐ Sheltered-Only Count
☐ Sheltered and full unsheltered count
☒ Sheltered and partial unsheltered count

Show Error Messages Print Errors Save

Households with at least one Adult & one Child Households with only Children Households without Children **Totals**

Total Households and Persons	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven ^a		
Total Number Of Households	0	0	0	0	0
Total Number of Persons	0	0	0	0	0
Number of Children (under age 18)	0	0	0	0	0
Number of Persons (18 to 24)	0	0	0	0	0
Number of Persons (over age 24)	0	0	0	0	0

Gender	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven ^a		
Female	0	0	0	0	0
Male	0	0	0	0	0
Transgender	0	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0

Users can edit the “Unsheltered” column in the “Totals” table

Partial Unsheltered Count: HDX Functionality

Home Dashboard HIC PIT AHAR Sys PM Messages Reports HDX Admin

Point-in-Time (PIT) PIT Counts All Homeless Populations Additional Homeless Populations Youth Populations **Veteran Populations** Methodology Notes

PIT Counts

Date of PIT Count: 1/27/2021

Type of Count Conducted This Year: Sheltered and partial unsheltered count

Show Error Messages Print Errors Save

Veteran Households with at least one Adult & one Child Veteran Households without Children **Veteran Totals**

Total Households and Persons	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	0	0	0	0	0
Total Number of Persons	0	0	0	0	0
Total Number of Veterans	0	0	0	0	0

Gender	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	0	0	0	0	0
Male	0	0	0	0	0
Transgender	0	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0

Users can edit the “Unsheltered” column in the “Veteran Totals” table

Partial Unsheltered Count: HDX Functionality

In each household type table in the “All Homeless Populations” tab, users can edit the “Total Number of Persons” field in the “Unsheltered” column

The screenshot displays the HDX (Homeless Data Exchange) interface. The top navigation bar includes links for Home, Dashboard, HIC, PIT, AHAR, Sys PM, Messages, Reports, and HDX Admin. Below this, a sub-navigation bar highlights 'All Homeless Populations' under the 'Point-in-Time (PIT)' section. The main content area is titled 'PIT Counts' and contains a form for entering count data. The form includes a 'Date of PIT Count' field set to 1/21/2021, a 'Received HUD Waiver?' section with radio buttons for Yes, No, and Not applicable, and a 'Type of Count Conducted This Year' section with radio buttons for Sheltered-Only Count, Sheltered and full unsheltered count, and Sheltered and partial unsheltered count (which is selected). To the right of these sections are links for 'Show Error Messages', 'Print Errors', and a 'Save' button. Below the form is a table with three tabs: 'Households with at least one Adult & one Child', 'Households with only Children', and 'Households without Children' (which is selected). The table has columns for 'Sheltered' (Emergency, Transitional, Safe Haven), 'Unsheltered', and 'Total'. The rows represent different household types and person counts. The 'Total Number of Persons (Adults)' row shows a value of 20 in the 'Unsheltered' column, which is highlighted with a red box.

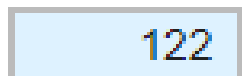
Persons in Households without Children	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven ^a		
Total Number of Households	20	0	0		20
Total Number of Persons (Adults)	20	0	0		20
Number of Persons (age 18 - 24)	0	0	0		0
Number of Persons (over age 24)	20	0	0		20

Partial Unsheltered Count: HDX Functionality

New color coding to help users identify where they have and can edit unsheltered data fields:



White fields can be manually entered or changed.



Light blue fields are “totals” fields that have been manually (i.e., not automatically) calculated.



Grey fields with numbers in them have been automatically calculated from other manually entered data and cannot be edited.



Grey fields with a blue border on the right-hand side are fields that would be editable but are not editable because a relevant field in another table has been manually changed. If you hover over this kind of field with your mouse, it will tell you why it cannot be edited.



Blank grey fields cannot be edited because another field in the same column has been manually edited.

Partial Unsheltered Count: HDX Functionality

Color coding example #1

HDX [Home](#) [Dashboard](#) [HIC](#) [PIT](#) [AHAR](#) [Sys PM](#) [Messages](#) [Reports](#) [HDX Admin](#)

Point-in-Time (PIT) [PIT Counts](#) [All Homeless Populations](#) [Additional Homeless Populations](#) [Youth Populations](#) [Veteran Populations](#) [Methodology](#) [Notes](#)

PIT Counts

Date of PIT Count
1/21/2021

Received HUD Waiver?
☒ Yes ☐ No ☐ Not applicable

Type of Count Conducted This Year
☐ Sheltered-Only Count
☐ Sheltered and full unsheltered count
☒ Sheltered and partial unsheltered count

[Show Error Messages](#) [Print Errors](#) [Save](#)

Households with at least one Adult & one Child **Households with only Children** **Households without Children** **Totals**

Persons in Households with at least one Adult and one Child	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total Number of Households	0	0		0
Total Number of Persons (Adults & Children)	0	0	122	122
Number of Persons (under age 18)	0	0		0
Number of Persons (18 - 24)	0	0		0
Number of Persons (over age 24)	0	0		0


Partial Unsheltered Count: HDX Functionality

Color coding example #2

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

Point-in-Time (PIT) PIT Counts All Homeless Populations Additional Homeless Populations Youth Populations Veteran Populations Methodology Notes

PIT Counts

Date of PIT Count: 1/21/2021 

Type of Count Conducted This Year

☐ Sheltered-Only Count [Show Error Messages](#) [Print Errors](#) [Save](#)

☐ Sheltered and full unsheltered count

☒ Sheltered and partial unsheltered count

Received HUD Waiver?

☒ Yes ☐ No ☐ Not applicable

	Households without Children			Totals	
Persons in Households without Children	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven ^a		
Total Number of Households	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total Number of Persons (Adults)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Number of Persons (age 18 - 24)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Number of Persons (over age 24)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Partial Unsheltered Count: HDX Functionality

Color coding example #2 (continued)

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

Point-in-Time (PIT) PIT Counts All Homeless Populations Additional Homeless Populations Youth Populations Veteran Populations Methodology Notes

PIT Counts

Date of PIT Count: 1/21/2021

Type of Count Conducted This Year:
☐ Sheltered-Only Count
☐ Sheltered and full unsheltered count
☒ Sheltered and partial unsheltered count

Received HUD Waiver?
☒ Yes ☐ No ☐ Not applicable

[Show Error Messages](#) [Print Errors](#) [Save](#)

Households with at least one Adult & one Child Households with only Children Households without Children **Totals**

Total Households and Persons	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven ^a		
Total Number Of Households	0	0	0	0	0
Total Number of Persons	0	0	0	473	473
Number of Children (under age 18)	0	0	0	0	0
Number of Persons (18 to 24)	0	0	0	0	0
Number of Persons (over age 24)	0	0	0	0	0

Partial Unsheltered Count: HDX Functionality

Home Dashboard HIC PIT AHAR Sys PM Messages Reports HDX Admin

Point-in-Time (PIT) PIT Counts **All Homeless Populations** Additional Homeless Populations Youth Populations Veteran Populations Methodology Notes

PIT Counts

Date of PIT Count: 1/27/2021

Type of Count Conducted This Year:
☐ Sheltered-Only Count
☐ Sheltered and full unsheltered count
☒ Sheltered and partial unsheltered count

[Show Error Messages](#) [Print Errors](#) [Save](#)

Households with at least one Adult & one Child Households with only Children Households without Children **Totals**

Total Households and Persons	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven ^a		
Total Number Of Households	0	0	0	0	0
Total Number of Persons	0	0	0	47	0
Number of Children (under age 18)	0	0	0		0
Number of Persons (18 to 24)	0	0	0		0
Number of Persons (over age 24)	0	0	0		0

"head count"

Partial Unsheltered Count: Accounting for Incomplete Data

- For CoCs that conducted partial unsheltered counts, in each unsheltered demographic category (i.e., age, gender, race, and ethnicity), please enter **complete demographics that sum to the total number of people** reported in that column or leave demographics blank.
- **Demographic data that do not sum to the total will not be used**, and the total field will be assumed to be correct. You should not submit partial data within any specific demographic, additional population, or subpopulation category.

Partial Unsheltered Count: Summary of Validations

		1	2	3	4
		All Populations Tab, “Totals” Table	All Populations Tab, Household Tables	Veterans Tab, All Tables	Youth Tab, All Tables
A	Total Unsheltered Persons	Full head count required	Any entered data must sum to 1A	Any entered data must not exceed 1A or 2A	Any entered data must not exceed 1A or 2A
B	Demographic Data	Any data entered must sum to 1A	Any entered data must sum to 2A	Any entered data must sum to 3A	Any entered data must sum to 4A
C	Chronic Status	Any data entered must not exceed 1A	Any data entered must not exceed 1A or 2A	Any data entered must not exceed 1A or 3a	Any data entered must not exceed 1A or 4A
D	Additional Populations	Any data entered must not exceed 1A	N/A	N/A	N/A

Q & A



2021 PIT Count & HIC Resources

- [2021 HIC and PIT Count Data Submission Guidance](#)
- [CPD Memo: Availability of Waivers for the Biennial Point-in-Time Count of Unsheltered Homelessness](#)
- [Conducting the 2021 Unsheltered PIT Count](#)
 - Guidance document that outlines the unsheltered PIT count flexibilities
- [How to Use Sampling within a CoC to Conduct an Unsheltered Point-in-Time \(PIT\) Count](#)
- Updates to [HMIS Project Setup and Inventory Changes](#)
 - Updated to address non-congregate shelter (NCS) and hotel/motel inventory in the HIC and for the sheltered PIT count

General PIT Count Resources

- [PIT Count & HIC Landing Page](#) on HUD Exchange
- [PIT Count Methodology Guide](#)
- [PIT Count Office Hours Recordings](#)
- [PIT Count Survey Tools](#)