

# Annual Homeless Assessment Report (AHAR)

Webinar 1: An Introduction to the AHAR Data Collection Process

October 2017







# Korrin Bishop

**Abt Associates** 







# **Submitting Questions**

- Questions after the presentation?
- Submit to HUD Exchange Ask A Question (AAQ) at: <a href="www.hudexchange.info/get-assistance/my-question/">www.hudexchange.info/get-assistance/my-question/</a>
- Select HDX as the Reporting System in Step 2







# **Learning Objectives**

- 1. Understand the importance & usefulness of AHAR data.
- 2. Understand the data quality requirements for inclusion in the final report to Congress.
- 3. Understand how to navigate the Homelessness Data Exchange (HDX) & submit data for AHAR.







# Agenda

- 1. AHAR Overview: Key Terms and Dates
- 2. The AHAR Process: Overview of Data Collection
- 3. Homelessness Data Exchange (HDX)
  Overview: How to Submit Data in the HDX







# **AHAR Overview**





# **Acronyms for the AHAR**

- AHAR: Annual Homeless Assessment Report
- **HIC:** Housing Inventory Count
- PIT: Point-in-Time Count
- HMIS: Homeless Management Information System
- HDX: Homelessness Data Exchange <u>www.hudhdx.info</u>







# What is the AHAR?

- Annual report to Congress that provides:
  - National estimates of sheltered and unsheltered homeless individuals and families on a single night (Point-in-Time count)
  - 12-month count of sheltered homelessness
  - Nationwide trends in homelessness
  - Characteristics and service-use patterns of sheltered people and those residing in PSH programs
  - The size and use of the housing inventory of residential programs for homeless people
- Past reports available for download at: <a href="www.hudexchange.info">www.hudexchange.info</a>







# Why is the AHAR important?

- Primary data source on the extent and nature of homelessness nationwide
- Communities learn about their homeless population
- HUD considers AHAR participation a benchmark of a high-quality HMIS implementation







# **AHAR Reporting Deadlines**

### October 1, 2017:

AHAR data collection begins in the HDX

### October 31, 2017:

Deadline - draft data on both All Persons and Veterans

### December 1, 2017:

 Deadline - final data submission for both All Persons and Veterans

### December 5, 2017:

Deadline - communities confirm their data submission







# **AHAR Data Sources**

### 1. Point-in-Time Count Data

### 2. HMIS Data

- Clients served between October 1<sup>st</sup> and September 30<sup>th</sup> of the following year
- Universal data elements
  - e.g. Age, Race, Veteran Status, etc.
  - Some program-specific elements for PSH
- HMIS data provided for several subpopulations
  - All persons, individuals, people in families, veterans, people in PSH
- Data from emergency shelter (ES), transitional housing (TH), and permanent supportive housing (PSH) programs







# **AHAR Data Mapping**

- Age 18-30 is divided into two categories:
  18-24 & 25-30
  - This change will not prevent your data from properly uploading into HDX.
- Zip Code is no longer viewable on the HDX
  - Data can be uploaded, but will not be visible on the interface or reviewed.







# **AHAR Data Standards**

- Although new HMIS Data Standards went into effect in 2014 and have revisions, the AHAR is largely unchanged.
- The 2014 HMIS Data Standards introduced new responses, but these can be mapped to existing AHAR categories
  - AHAR Data Mapping Instructions
  - AHAR XML Schema is available (same as last year)

http://www.hudhdx.info/VendorResources.aspx

 If you have any questions about mapping data elements for the 2017 AHAR please reach out to your HMIS vendor or your AHAR Liaison







# Who reports to the AHAR?

- 2 types of communities report HMIS data:
  - 1. Sample Sites
  - 2. Contributing Communities

- CoCs meeting data quality standards can be included in the final report to Congress.
- If not all data are usable, some still can be.







# Sample Site vs. Contributing Community

- Sample Sites: 102
  - Community Development Block Grant (CDBG) jurisdictions randomly selected to represent the nation
- Contributing Communities: volunteer to provide CoCwide or balance of the CoC data.
- Between 95% and 98% of all CoCs have submitted some usable data to the AHAR in the past few years.







# **AHAR Reporting Categories**

- **ES-FAM**: All people in families served in emergency shelter
- **ES-IND**: All individuals served in emergency shelter who are not accompanied by children
- TH-FAM: All people in families served in transitional housing
- TH-IND: All individuals served in transitional housing who are not accompanied by children
- PSH-FAM: All people in families served in permanent supportive housing
- **PSH-IND**: All individuals served in permanent supportive housing who are not accompanied by children







# Reporting Categories by Population

- Each set of reporting categories are submitted separately for:
  - All Persons
  - Veterans
- All questions in the Veterans data submission are limited to the homeless veterans themselves and do not include other members of the veterans' households.







# **Data Quality Thresholds**

- CoCs can report in all or a few categories—it's not all or nothing!
- Reporting categories are assessed independently for data quality, using three thresholds:
  - 1.50% HMIS bed coverage
  - 2. Reasonable bed utilization rates
    - Between 65%-105%
  - 3. Reasonable missing data rates







# The Sandbox Feature

- The Sandbox is a "dummy" HDX site designed to help communities test their AHAR data uploads and to preview possible data errors or warnings.
- Sandbox is available year-round.
- We encourage communities to enter data prior to Oct. 1 to anticipate potential problems during data collection & monitor data quality.
- To access the Sandbox site go to <a href="http://sandbox.hudhdx.info">http://sandbox.hudhdx.info</a>.
- Data entered into the Sandbox <u>cannot</u> be transferred to the live HDX site for regular submission.





# Example #1

# **Examples of unusable AHAR data:**

- A. 40% HMIS bed coverage in ES-FAM
- B. Bed utilization rate of 160% in ES-IND
- C. 55% of clients are missing information for Question 3 (age) in TH-IND







# Example #1

### Problems can be fixed!

- A. 3 more ES-FAM programs were identified that participated in HMIS, bringing bed coverage up.
- B. An ES-IND program did not exit clients properly throughout the year, but the program back-entered the missing exit dates.
- C. Missing data were obtained for a large percentage of clients.







# The AHAR Process







# **Preparing for the AHAR**

- Run local HMIS reports and begin cleaning data
  - Check bed utilization rates
  - Identify missing data
  - Test data in Sandbox
- Review resources posted online (HDX homepage)
  - Trainings (like this one) we offer 2!
  - AHAR Introductory Guide
  - AHAR FAQ







# **Preparing for the AHAR**

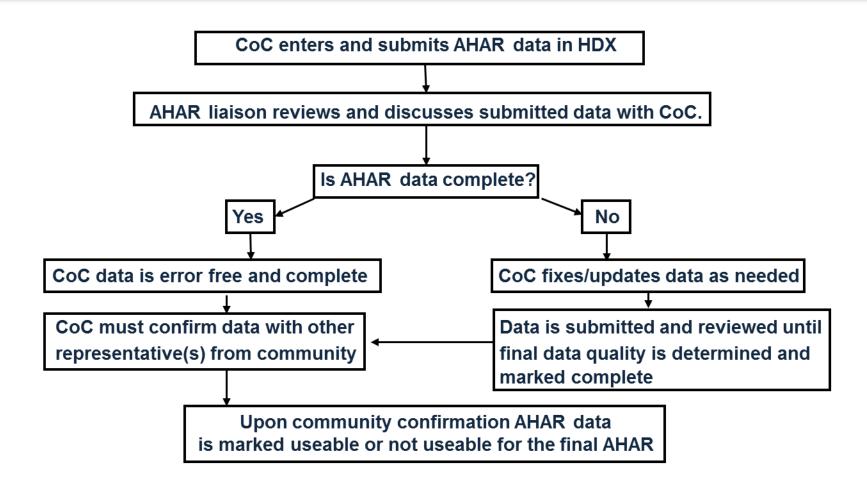
- Update bed counts and review bed coverage in the HDX.
  - Note changes in bed counts from your HIC.
- Prepare notes for your AHAR Liaison.
  - Use the Notes tool early and often!
- Be aware of the reporting deadlines.
  - Your Liaison can only be a helpful tool <u>before</u> the final deadline.







# **Submitting HMIS data to AHAR**









# Homelessness Data Exchange (HDX)







# Registration and Login Process

- Website: <a href="http://hudhdx.info">http://hudhdx.info</a>
- If you do not have an existing account, get one:



Welcome to the Homelessness Data Exchange website

• **Rights:** The CoC Primary contact must assign "rights" to people. Every CoC has a Primary contact in HDX – identify in HDX Admin.







# **Tips for Using HDX**

- Be sure you know who has submission rights for your CoC before the deadline!
- Check the validation report at the end of each reporting category before submitting.







# **Demonstration of HDX**







## **HDX Admin**

U.S. Department of Housing and Urban Development Secretary Ben Carson



Homelessness Data Exchange

Home Login Create an Account

#### Welcome to the Homelessness Data Exchange website



Data from this website is intended for HUD and community use only. Public data sets are available at www.hudexchange.info or by contacting the specific Continuum of

Requests to make edits to HIC and/or PIT submitted data must be submitted through the Ask a Question page on HUD Exchange.

To submit your request, select HDX (PIT, HIC, AHAR, Sys PM) for the Program/System under Your Details, then under Question Details, choose either HIC or PIT as the topic and subtopic. Please include a specific reason for your request in the question narrative.

#### The Homelessness Data Exchange (HDX)

The Homelessness Data Exchange is an on-line tool designed to allow Homeless Continuums of Care to submit data to the U.S. Department of Housing and Urban Development for:

- The Annual Housing Inventory Count;
- · Homeless Point-in-Time Counts; and
- The Annual Homeless Assessment Report;
- System Performance Measures;

These reports are based primarily on data collected and maintained in Homeless Management Information Systems (HMIS).

Users who are the designated contact for submitting their community data may login using their HDX.info account.

To view and test the HIC, PIT, and AHAR data collection screens, go to the HDX Sandbox

#### Annual Homeless Assessment Report (AHAR)

The Annual Homeless Assessment Report (AHAR) is a report to the U.S. Congress on the extent and nature of homelessness in America. The report is prepared by the Department of Housing and Urban Development (HUD) and provides nationwide estimates of homelessness, including information about the demographic characteristics of homeless persons, service use patterns, and the capacity to house homeless persons. The report is based primarily on Homeless Management Information Systems (HMIS) data about persons who experience homelessness during a 12-month period.

#### **DEADLINES**

#### **AHAR Data Entry**

October 1, 2017:

HDX opens for data entry

October 31, 2017:

Deadline for draft data for both All Persons and

December 1, 2017:

Deadline for final data for both All Persons and Veterans

December 5, 2017:

Deadline for confirmation of data for both All Persons and Veterans

#### Register as an AHAR site

#### HDX RESOURCES

HMIS XML and CSV Schema

**HMIS Data Exchange Resources** 

**AHAR Resources** 

**AHAR Data Mapping Instructions** 

Introductory Guide to the AHAR

#### AHAR FAQ

AHAR Part 1: An Introduction to the Data Collection Process Webinar 2016

AHAR Part 2: Steps to a Successful Data Submission Webinar - 2016

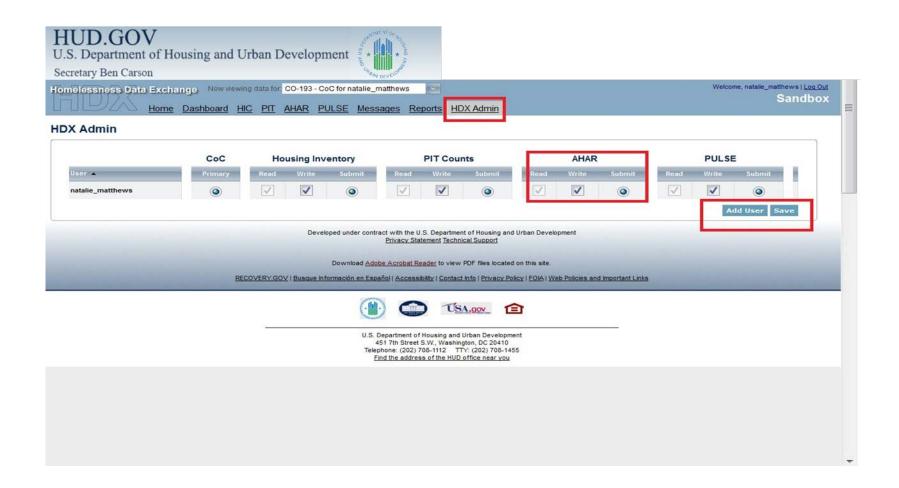
AHAR HDX Error Guide



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# **HDX Admin (cont'd)**









## **Dashboard**



#### Reporting Status for CT-643 - CoC for galensw

Housing Inventory Counts
Status: Confirmed

Date of Inventory Count:
Total Organizations:
Total Projects:
46
Total PIT Count1:
1638
Utilization Rate:
Updated By:
Updated On:
8/24/2017

Report Due: 5/1/2017
Errors: 0
Warnings: 0

1/24/2017

18
18
1824
1638
Utilization Rate:
90%
Updated On: 8/24/2017

Point-in-Time Counts
Status: Confirmed

Report Due: 5/1/2017
Errors: 0
Warnings: 0

Sheltered Populations (most recent count)

Date of Count: 1/24/2017 Total Persons: 973 Total Households: 773

**Unsheltered Populations (most recent count)** 

Date of Count: 1/24/2017 Total Persons: 155 Total Households: 155

View PIT

AHAR<sup>2</sup> Draft Data Due: 10/31/17
Final Data Due: 12/1/17
Errors: 0
Warnings: 9

CT-643 - COC All Persons

√ 100%

√ 100%

**1**00%

**1**00%

Sys PM Report Due: 5/31/2017
Status: Submitted Errors: 0
Warnings: 0

View SysPM

The Sys PM Module is now open for **FY 2016** (10/1/2015-9/30/2016) data collection.

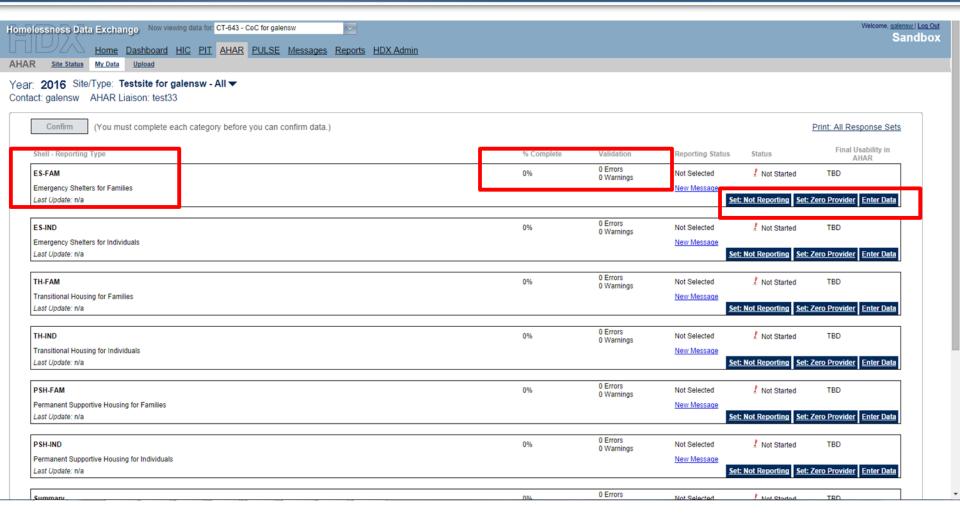
Deadline for Submittal of the System Performance Measures is **Wednesday May 31**, 2017 at 7:59:59 PM EST







# **AHAR My Data Page**









# **Entering Data**

Home Dashboard HIC PIT AHAR PULSE Messages Reports HDX Admin  AHAR Site Status My Data Upload	Welcome, gatensy: Log Out Sandbox
ear: 2016 Site/Type: Testsite for galensw - All ES-FAM: Emergency Shelters for Families	
Total Counts Demographics Prior Living Situation   Length of Stay Household Counts Validation Report   Notes    0 of 2   6 of 8   0 of 3   0 of 2   0 of 1   0 of 1   0 of 2   0 of 2   0 of 3   0 of 3	
Total Counts Save & Prev	Save & Next
Most Recent Note: No notes yet  ES-FAM Question 1: Total Number of Persons in Families Who Used Emergency Shelters During Covered Time Period (Click to hide all errors/warnings)  # of Persons / Beds a	View/Edit Notes (0)
Number of emergency, year-round equivalent shelter beds <sup>b</sup> for Persons in Families at providers not participating in HMIS (i.e., bed capacity for non-participating providers)  Number of Persons in Families who used d. Leo	
more than one HMIS participating emergency shelter as part of a family	







# Notes

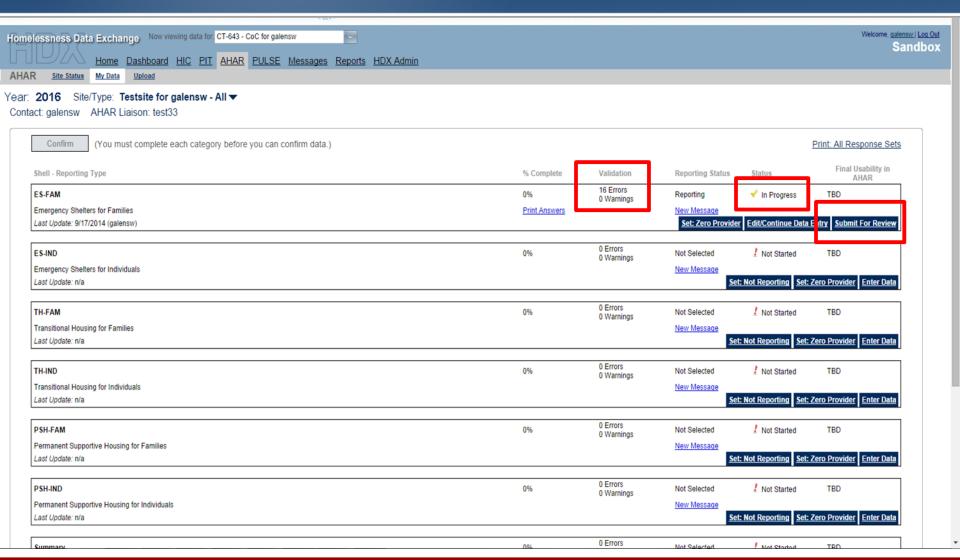
	(785)			
Homelessness Data Exchange New viewing data for CT-643 - CoC for galensw			Welcome, galensw Log	
Hom Hom	Notes - Google Chrome		Sandb	OX
AHAR Site Status My Da	andbox.hudhdx.info/Survey/Note.aspx?qtext=&qNumber=1			
Year: 2013 Site/Type: ES-FAM: Emergency \$	The second secon	Close		
Total Counts Demogra 0 of 2 9 of	Section Total Counts Question 1  Note			
Total Counts Save & Prev	No notes for this question		Save & Next	
Most Recent Note: No no			View/Edit Notes (0)	
ES-FAM Question 1  Unduplicated nur that used Emerge			all errors/warnings)	
shelter beds <sup>b</sup> for in HMIS (i.e., in HMIS (i.e., in HMIS).  Number of emerging shelter bed providers not pacapacity for Number of Pe				
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# In Progress

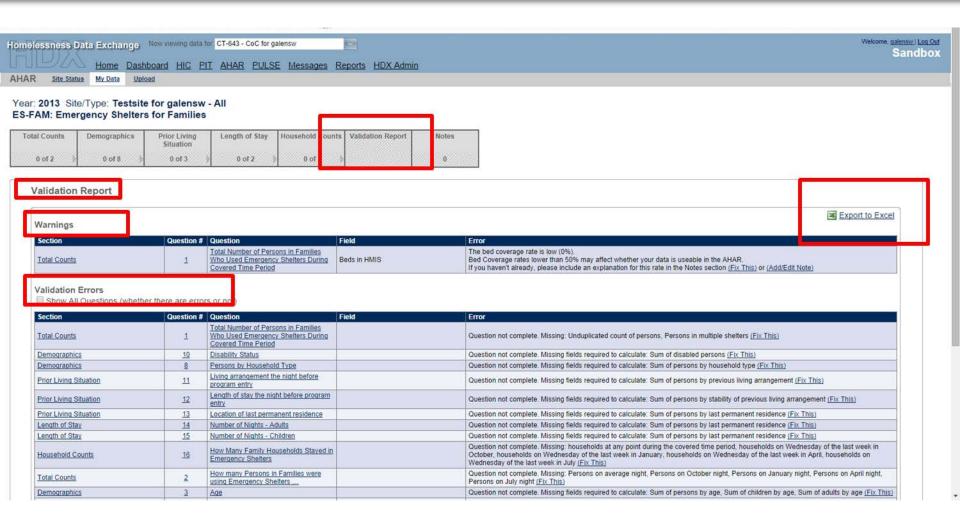








# **Validation Report**









### Resources



- The Annual Homeless Assessment Report;
- System Performance Measures;

These reports are based primarily on data collected and maintained in Homeless Management Information Systems (HMIS).

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#### Annual Homeless Assessment Report (AHAR)

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#### The Housing Inventory Count (HIC)

The Housing Inventory Count collects information about all of the beds and units in each Continuum of Care homeless system, categorized by Provider Project Types.

#### Point-in-Time Homeless Persons Count (PIT)

The Point-in-Time Counts provide counts of sheltered and unsheltered people experiencing homelessness on a single night. Counts are provided by household type (individuals, families, and child-only households), and are further broken down by subpopulation categories, such as homeless veterans and people who are chronically homeless.

#### System Performance Measures (Sys PM)

#### December 5, 2017:

Deadline for confirmation of data for both All Persons and Veterans

#### Register as an AHAR site

#### HDX RESOURCES

#### HMIS XML and CSV Schema

HMIS Data Exchange Resources

#### AHAR Resources

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AHAR HDX Error Guide

#### **HIC and PIT Resources**

2017 PIT and HIC Reporting Guidance Documents and Notice

Additional HIC and PIT resources can be found on the HUD Exchange under the Find A Resource section.







# **HDX AHAR Reports**

The "Reports" option in the HDX provides access to various reports for your community.

# These reports include:

- Data Summary
- Extrapolated Counts
- Demographics Report
- Prior Living Situation
- Length of Stay







# Next Steps and Resources







# AHAR Webinar 2: Steps to a Successful Data Submission

- Second webinar is available at: www.hudexchange.info
- Topics to be covered:
  - HUD guidance for the 2017 AHAR
  - Tips for reviewing and cleaning your data
  - How to work with your AHAR Liaison







# The 2017 AHAR

# Data collection for the 2017 AHAR begins October 1st!

# Check to see if your CoC has:

- Expanded HMIS bed coverage?
- Improved data quality?
- Simplified the AHAR reporting process?
- Identified CoC data review processes?







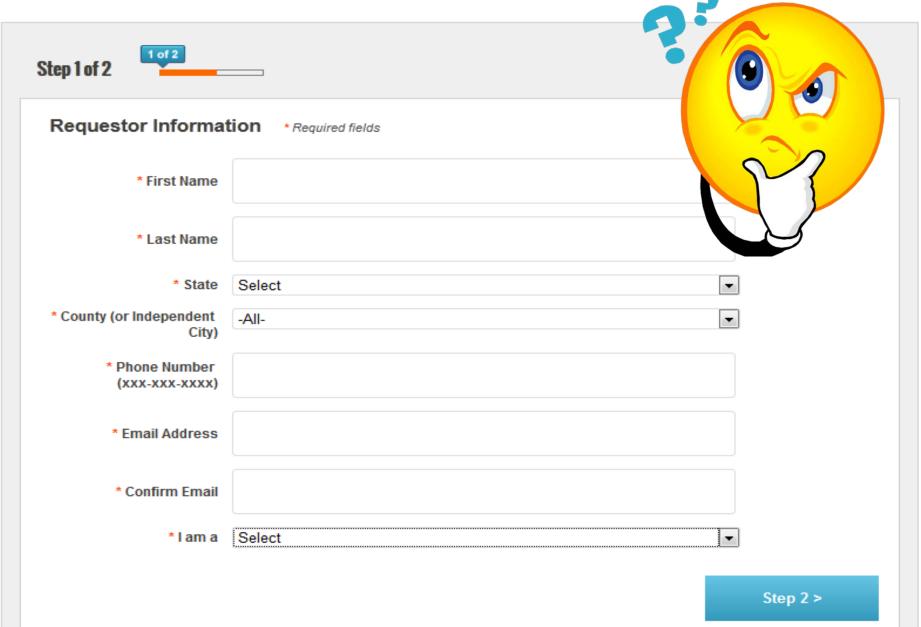
# **Questions/Comments?**

- Review the AHAR Introductory Guide and FAQ documents. The Intro Guide has a Tips Sheet at the end to outline how Liaisons check your data for quality.
- Reference the AHAR HDX Error Guide.
- Ask your AHAR Liaison!
- Submit question through the Ask a Question function at <u>www.hudexchange.info/get-assistance/my-question/</u>





# **Ask A Question**







← → C 🔒 https://www.hudexchange.info







Manage a Program News Training & Events



Connect housing and community development professionals to comprehensive information and resources to help implement programs Find a Program

**About Grantees** 

Get Assistance

10,000+

Resources for 30+ HUD programs, cross cutting requirements, and reporting systems.

₩ 800+

Training and events covering a broad range of topics on community planning and development.

Hundreds

Organizations get assistance from HUD experts to implement their programs.

♣ \$6+ Billion

Awards given to organizations in all states and territories in the past year. Millions of individuals get assistance from HUD-funded organizations.

#### Grantee Tools



The interactive Income Calculator helps grantees determine income eligibility for beneficiaries of CPD programs. Grantees enter the requested data and the calculator works behind the scenes to generate a summary of results for each beneficiary.

#### Housing Assistance

- Find homelessness assistance
- Find veterans assistance
- Buy a home
- Avoid foreclosure







# **Thank You!**



