

## Introduction and Purpose

In May 2021, the U.S. Department of Housing and Urban Development's (HUD's) Office of Public and Indian Housing (PIH) issued [Notice PIH 2021-15](#), which describes the process HUD used to allocate approximately 70,000 [Emergency Housing Vouchers \(EHVs\)](#) to Public Housing Agencies (PHAs). EHVs are one of several resources that communities can use to house individuals and families who are experiencing homelessness or have unstable housing. To ensure that the EHVs assist families who are most in need, PHAs are required to work with community partners to determine the best use and targeting for the vouchers along with other resources available in the community. The [effective pairing of supportive services with EHVs](#) can help to ensure that the needs of recipients of varying eligibility characteristics are met. Additionally, by partnering with members of historically marginalized communities, PHAs can ensure that the supportive services provided for households accessing EHVs are culturally humble and human-centered. In all aspects of data collection and analysis, it is also essential to intentionally collaborate with people experiencing homelessness.

The purpose of this document is to supplement the [Emergency Housing Vouchers Funding Briefs](#) published in July of 2021 with guidance for data collection and reporting in the community's Homeless Management Information System (HMIS). If your community has a situation that is not covered in this document, submit your question to the [HUD Exchange's Ask A Question](#) desk to receive individualized support.

## Background

- Continuums of Care (CoCs) **must consider** how to [collect data about the EHV referrals](#) in the community's Coordinated Entry System (CES). Using information collected through the CES process, including demographic and vulnerability data, to connect individuals and families to referral and placement data points for EHVs can help ensure EHV referrals and placements are equitable.
- If the community is using HMIS for CES purposes because they are required to for CoC-funded Coordinated Entry-Supportive Services Only (CE-SSO) projects, CoCs **should use HMIS** as the collection and reporting system for tracking the CoC's *referrals* to EHV.
- **HMIS Project Setup is required** for EHV *housing vouchers* because EHVs will be included on the CoC's Housing Inventory Count (HIC), and all projects listed on the HIC must have Project Descriptor Data Elements (PDDEs) in HMIS regardless of the project's HMIS participation status.
- **HMIS participation is not required for EHV housing vouchers** because PIH grantees have their own data systems for people receiving EHV *housing vouchers*.
- If you **want to capture EHV housing vouchers project enrollments** (either to help with local understanding of homelessness or to help with HMIS bed coverage rates for federal reporting), you **are allowed** and the project type should be either Permanent Housing (PH)-Housing with Services or PH-Housing Only for the EHV projects you set up to record the voucher utilization. Using either of these project types leaves the EHV project out of bed coverage/HMIS participation calculations, System Performance Measures (SPM) reporting, and Longitudinal Systems Analysis (LSA) client data.

## **Funding Brief: ESG/ESG-CV Rapid Rehousing (RRH) & Homelessness Prevention (HP)**

To pair EHV with Emergency Solutions Grants (ESG)/ESG COVID-19 (ESG-CV) Housing Relocation and Stabilization Services, households must be:

- Prioritized and eligible for EHV (see [Notice PIH 2021-15](#)).
- Prioritized and eligible for ESG/ESG-CV, which generally means that the household must enroll in ESG/ESG-CV before or at the same time as when they move into a unit subsidized with the EHV. If you try to enroll them in ESG/ESG-CV after being housed with EHV, they will be identified as housed at entry and not meet HUD’s homeless eligibility requirements.

### ***HMIS Guidance and Reporting***

	<b>EHV Housing Voucher</b>	<b>ESG/ESG-CV RRH</b>	<b>ESG/ESG-CV HP</b>
<b>Project Type</b>	PH-Housing Only  <b>or</b> PH-Housing with Services	RRH	HP
<b>Project Start</b>	Date the client moved into housing	Before or at the same time client moves into EHV housing	Before the client moves into EHV housing
<b>Housing Move-In Date</b>	Date the client moves into housing	Date the client moves into housing	N/A
<b>Exit Date</b>	Date the client moves out of housing or stops using the voucher	Date the client’s RRH services end	Date the client’s HP services end
<b>Federal Reporting Required</b>	HIC	HIC  Consolidated Annual Performance and Evaluation Report (CAPER)  SPM  LSA	CAPER

## **Funding Brief: CoC RRH**

To pair EHV with CoC-funded RRH services, households must be:

- Prioritized and eligible for EHV (see Notice PIH 2021-15).
- Prioritized (by Coordinated Entry) and eligible for CoC RRH, meaning the household must enter the CoC RRH program prior to, or at, housing move-in.

### ***HMIS Guidance and Reporting***

	<b>EHV Housing Voucher</b>	<b>CoC RRH</b>
<b>Project Type</b>	PH-Housing Only  <b>or</b> PH-Housing with Services	RRH
<b>Project Start</b>	Date the client moved into housing	Before or at the same time client moves into EHV housing

	<b>EHV Housing Voucher</b>	<b>CoC RRH</b>
<b>Housing Move-In Date</b>	Date the client moves into housing	Date the client moves into housing
<b>Exit Date</b>	Date the client moves out of housing or stops using the voucher	Date the client's RRH services end
<b>Federal Reporting Required</b>	HIC	HIC Annual Performance Report (APR) SPM LSA

### ***Residential Overlap (Dual Enrollment) Impacts for OPH + RRH/HP:***

There is nothing in the guidance preventing the enrollment of one person into an Other Permanent Housing (OPH)-type project and an RRH project at the same time nor into Homelessness Prevention (HP) and OPH projects at the same time, but it does cause logical data analysis errors when trying to understand a community's utilization rates (beds available versus beds occupied). Utilizing housing move-in dates in the PH projects and exiting the client from the housing supports-funded project with an appropriate destination may be one way to mitigate any residential overlap that could be perceived by dually-enrolled persons utilizing both EHV for housing assistance and RRH or HP funding for housing supports.

If the client needs to remain enrolled in the housing supports project beyond the housing move-in date in the housing assistance project, the housing supports project staff should maintain client documentation for future reporting where this situation might be flagged.

For the LSA, the only types of overlaps that are flagged for RRH projects are those that are dual enrollments into the *same project* for the *same client*, and as such, an overlap in OPH and RRH would not show as a flag for the LSA. Additionally, OPH and HP client enrollment data is not included in the LSA exports; only inventory and project data are included for OPH and therefore these EHV and RRH and EHV and HP overlap scenarios will not be flagged in the LSA.

Both types of beds/units (EHV and RRH) would be captured on the HIC and could insinuate that there are two beds/units in your continuum occupied by the same person on the same night; this should be avoided where possible. To address this duplication issue, you should enter the RRH project with an inventory of '0' and the OPH project with the number of actual beds/units available through the voucher project. This will help maintain consistency across reporting periods.

## **Funding Brief: PSH and Supportive Services**

To pair EHV with Permanent Supportive Housing (PSH) Supportive Services, households must be:

- Prioritized and eligible for EHV (see [Notice PIH 2021-15](#)).
- Prioritized and eligible for PSH assistance or currently enrolled in PSH and were homeless at the time of admission to that program.

PSH and Supportive Services include Moving On Assistance in PSH. HUD encourages communities to explore Moving On strategies for clients in PSH who may no longer need or want the intensive services offered but continue to need rental assistance to maintain their housing. Effective Moving On strategies can assist communities in continuing to serve the most vulnerable households equitably while offering opportunities for more stable households to receive less intensive services. Moving On strategies rely on partnerships between:

- The CoC.
- PSH providers, including Housing Opportunities for Persons With AIDS (HOPWA) providers.
- Mainstream housing programs such as public housing, the Housing Choice Voucher (HCV) program (of which EHV are a part), and HUD-funded multifamily housing providers.

## HMIS Guidance and Reporting

	<b>EHV Housing Voucher</b>	<b>CoC PSH</b>
<b>Project Type</b>	PH-Housing Only  or PH-Housing with Services	PSH
<b>Project Start</b>	Date the client moved into EHV-funded housing	At the time of application to the PSH housing project
<b>Housing Move-In Date</b>	Date the client moves into EHV-funded housing	At the time of housing move-in to the PSH housing project
<b>Exit Date</b>	Date the client moves out of EHV-funded housing	Date the client moves out of the PSH housing project
<b>Federal Reporting Required</b>	HIC	HIC APR SPM LSA

If you are using PSH in combination with your EHV, communities should, at a minimum, ensure that beds are not double-counted in the HIC by reducing the PSH project inventory by the number of EHV housing provided to PSH clients so that inventory counts across both projects are accurate (if you are not creating “new” PSH inventory with EHV).

For the LSA, an overlap in OPH and PSH would not show as a flag. OPH and SSO client enrollment data is not included in the LSA exports; only inventory and project data are included for OPH and therefore these EHV and PSH and EHV and SSO overlap scenarios will not be flagged in the LSA.