



# Standards for Success

## HOPWA Data Elements



This shortcut assists HOPWA Grantees to identify:

- Relevant data elements to collect;
- Questions for gathering information for the data element; and
- Possible response options.

### Participant Description

Data Element	Question	Response Options	Manual Page <sup>1</sup>
Person Identifier (Participant-ID)	What is the Participant's Person Identifier?	Number	20
Household Identifier	What is the Participant's Household Identifier?	Alpha-Numeric Identifier	21
Data Collection Date	What is the Data Collection Date?	Select Date from Calendar Dropdown	22
Age	How old are you?	Number	23
Gender Code	With what gender do you identify?	1 = Male. 2 = Female. 3 = Transgendered Male to Female. 4 = Transgendered Female to Male. 5 = Other. 88 = Individual refused. 99 = Individual does not know.	24
Ethnicity Code	Are you Hispanic/Latino?	1 = Hispanic/Latino. 2 = Not Hispanic/Latino. 88 = Individual refused. 99 = Individual does not know.	25

<sup>1</sup> Manual Page refers to the page number of the HUD Data Integrity Reference Manual



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Data Element	Question	Response Options	Manual Page <sup>1</sup>
Race Code	<p>What is your race?</p> <p>Do you identify as more than one race? If yes, with what races do you identify?</p>	<p>1 = American Indian or Alaska Native.</p> <p>2 = Asian.</p> <p>3 = Black or African American.</p> <p>4 = Native Hawaiian or Other Pacific Islander.</p> <p>5 = White.</p> <p>88 = Individual refused.</p> <p>99 = Individual does not know.</p>	26
Head of Household Code	<p>Are you the head of your household for HUD grant purposes?</p>	<p>1 = Yes</p> <p>2 = No</p> <p>88 = Individual refused.</p> <p>99 = Individual does not know.</p>	27
Veteran Status Code	<p>Are you a veteran?</p> <p>Did you have an honorable discharge? If no, what kind?</p> <p>Do you have your DD214?</p>	<p>1 = Yes</p> <p>2 = No</p> <p>88 = Individual refused.</p> <p>99 = Individual does not know.</p>	28
Service Start Date	<p>When did Participant begin receiving services?</p>	<p>Select Date from Calendar Dropdown</p>	29
Service End Date	<p>When did Participant stop receiving services?</p>	<p>Select Date from Calendar Dropdown</p>	31



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### Participant Employment

Data Element	Question	Response Options	Manual Page
Employment Status Code	Did you work for pay during the prior four (4) weeks, even if it was only for a few hours?	1 = Employed. 2 = Not employed at any time in the last month and actively seeking work. 3 = Not employed at any time in the last month and not actively seeking work. 88 = Individual refused. 99 = Individual does not know. N/A	35
Employment Type Status Code	Were you scheduled to work or did you work more than 35 hours in the prior four (4) weeks?	1 = Full-time worker employed in the last month. 2 = Part-time worker employed in the last month. 88 = Individual refused. 99 = Individual does not know. N/A	36
Entered Employment Date	What date did you most recently begin working at your current place of employment?	Select Date from Calendar Dropdown	37



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Data Element	Question	Response Options	Manual Page
Occupation Code	What kind of job do you have?	1 = Management Occupations 2 = Business and Financial Operations Occupations 3 = Computer, Engineering, and Science Occupations 4 = Education, Legal, Community Service, Arts, and Media Occupations 5 = Healthcare Practitioners and Technical Occupations 6 = Healthcare Support Occupations 7 = Protective Service Occupations 8 = Food Preparation and Serving Related Occupations 9 = Building and Grounds Cleaning and Maintenance Occupations 10 = Personal Care and Service Occupations 11 = Sales and Related Occupations 12 = Office and Administrative Support Occupations 13 = Farming, Fishing, and Forestry Occupations 14 = Construction and Extraction Occupations 15 = Installation, Maintenance, and Repair Occupations 16 = Production Occupations 17 = Transportation and Material Moving Occupations 88 = Individual refused. 99 = Individual does not know. N/A	38



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Data Element	Question	Response Options	Manual Page
Monthly Paid Earnings Amount	How much money did you earn before taxes or other deductions from all employment for the prior four (4) weeks?	Dollar amount in whole dollars N/A	42
Occupational Skills Training (OST) Service Code	Was the Participant enrolled in Occupational Skills Training (OST)?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	43
Career Guidance Service Code	Did the Participant receive career guidance services?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	44
Self-Directed Job Search Assistance Code	Did the Participant receive self-directed job search services?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	45
Work Readiness Assistance Service Code	Did the Participant receive work readiness assistance services?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	46
Job Development Service Code	Did the Participant receive job development services?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	47



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### Participant Financial

Data Element	Question	Response Options	Manual Page
Supplemental Security Income (SSI) Code	Do you receive Supplemental Security Income?	1 = Yes 2 = No 88 = Individual refused. 99 = Individual does not know. N/A	54
Social Security Disability Insurance (SSDI) Code	Do you receive Social Security Disability Insurance?	1 = Yes 2 = No 88 = Individual refused. 99 = Individual does not know. N/A	55
Household Annual Gross Income Amount	What is your household's estimated annual income before taxes or other deductions?	Dollar amount in whole dollars N/A	56
Legal Assistance Service Code	Did the Participant receive legal assistance services?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	59



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Data Element	Question	Response Options	Manual Page
Legal Assistance Type Service Code	If the Participant received legal assistance, what type of legal assistance did Participant receive?	1 = Will preparation, advanced directives, end of life decisions 2 = ID theft and credit issues 3 = Foreclosure prevention 4 = Eviction prevention 5 = Custody, divorce and child support 6 = Fair housing assistance 7 = Assistance to victims of domestic violence 8 = Expunging criminal records 9 = Other N/A	60
Financial Education Service Code	Did the Participant receive financial education services?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	61
Household Housing Cost Amount	What are your average monthly household costs including rent, mortgage, utilities, fees, and property taxes?	Dollar amount in whole dollars N/A	62
Household Transportation Cost Amount	What are your household's average monthly transportation costs including car payments, insurance, gas, repairs, parking, and public transportation?	Dollar amount in whole dollars N/A	63



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### Participant Education

Data Element	Question	Response Options	Manual Page
Highest Education Level Code	What is the highest grade level or educational degree that you completed?	0 = No schooling completed, Nursery school, or Kindergarten. 1-11 = Grade 1 through 11. 12 = 12 <sup>th</sup> grade, no diploma. 13 = High school diploma. 14 = GED or alternative credential. 15 = Less than 1 year of college credit. 16 = 1 or more years of college credit, no degree. 17 = Associate's degree. 18 = Bachelor's degree. 19 = Master's degree. 20 = Professional degree (e.g., MD, DDS, DVM, LLB, JD). 21 = Doctorate degree 88 = Individual refused. 99 = Individual does not know. N/A	67
License or Certificate Attainment Code	Did you attain a vocational or occupational license or certificate while receiving grant services?	1 = Occupational skills license. 2 = Occupational skills certificate. 3 = Other license or certificate recognized by state. 4 = Individual did not attain a license or certificate. 88 = Individual refused. = 99 = Individual does not know. = N/A	68





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Data Element	Question	Response Options	Manual Page
Degree Attainment Code	Did you attain an educational degree while receiving grant services and what type of degree?	1 = High school diploma/GED. 2 = AA or AS diploma. 3 = BA or BS diploma. 4 = Other degree. 5 = No degree attained. 88 = Individual refused. 99 = Individual does not know. = N/A	69
Adult Basic Education Service Code	Did the Participant receive adult basic education services?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	70
ESL Class Service Code	Did the Participant receive English as a second language instruction?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	71
Conflict Resolution Service Code	Did the Participant receive conflict resolution services?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	72



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Data Element	Question	Response Options	Manual Page
Housing Retention Service Code	Did the Participant receive housing retention assistance services?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	73
Parenting Skills Service Code	Did the Participant receive parenting skills training?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	75
3 to 5 Years Childhood Education Service Code	Did the Participant receive services to obtain early childhood education?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. 4 = Household has children aged 3-5 years and did not receive child care services. 5 = No children in the household aged 3-5 years. N/A	76
Enrollment in Educational or Vocational Program	Is the Participant currently enrolled in an educational or vocational program?	1 = Individual is enrolled in educational training. 2 = Individual is enrolled in vocational training. 3 = Not enrolled in educational or vocational training. N/A	77
Service Coordination Service Code	Did the Participant receive service coordination assistance?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	78



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Data Element	Question	Response Options	Manual Page
High School/GED Preparation Service Code	Did the Participant participate in an organized high school study program or GED program?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	79
Post-Secondary/College Education Service Code	Is the Participant applying to attend or attending a post-secondary school or college?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	80



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### Participant Health

Data Element	Question	Response Options	Manual Page
Acquired Immune Deficiency Syndrome (AIDS)/Human Immunodeficiency Virus (HIV) Status Code	Did a health care provider diagnose you with AIDS, HIV-1, or HIV-2?	1 = The individual identified as being infected with HIV/AIDS. 2 = The individual identified as not being infected with HIV/AIDS. 88 = Individual refused. 99 = Individual does not know. N/A	86
Supplemental Nutrition Assistance Program (SNAP) Code	Do you receive Supplemental Nutrition Assistance Program benefits?	1 = Yes 2 = No 88 = Individual refused. 99 = Individual does not know. N/A	87
Temporary Assistance to Needy Family (TANF) Code	Do you receive Temporary Assistance to Needy Family benefits?	1 = Yes 2 = No 88 = Individual refused. 99 = Individual does not know. N/A	88



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Data Element	Question	Response Options	Manual Page
Substance Abuse Treatment Code	Are you currently being treated for substance abuse or have you been treated for substance abuse in the last twelve (12) months?	1 = The individual is being treated for substance abuse or dependence. 2 = The individual is not being treated for substance abuse or dependence, but did receive treatment in past 12 months. 3 = The individual was not treated for substance abuse or dependence in past 12 months, but did receive such treatment over a year ago. 4 = The individual never received treatment for substance abuse or dependence. 88 = Individual refused. 99 = Individual does not know. N/A	89
Primary Health Care Provider Code	Have you completed an appointment with a doctor, nurse practitioner or physician's assistant in the prior three (3) years?	1 = Yes 2 = No 88 = Individual refused. 99 = Individual does not know. N/A	92
Health Coverage Code	Do you have health insurance and if yes, what organization provides the insurance?	1 = Yes, covered through employer or union (current or former). 2 = Yes, purchased insurance from insurance company. 3 = Medicare. 4 = Medicaid/Medical Assistance. 5 = TRICARE or other military health care. 6 = VA health care. 7 = Indian Health Service. 8 = Other health insurance or health coverage plan. 9 = No coverage. 88 = Individual refused. 99 = Individual does not know. N/A	93



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Data Element	Question	Response Options	Manual Page
Medical Examination Status Code	Did you receive a routine medical examination by a health care provider in the prior twelve (12) months?	1 = Yes 2 = No 88 = Individual refused. 99 = Individual does not know. N/A	94
Food and Nutrition Service Code	Did the Participant receive food and nutrition services?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	98
Translation/Interpretation Service Code	Did Participant receive translation or interpretation services?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	99
HIV/AIDS Service Code	Did the Participant receive HIV/AIDS health and counseling services?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	100
Adult Personal Assistance Service Code	Did Participant receive ADL or IADL services from a non-residential facility?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	101
Medical Care Service Code	Did the referred Participant receive medical or health care services?	1 = Received service directly through the grant. 2 = Did not receive service. N/A	102



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Data Element	Question	Response Options	Manual Page
Mental Health Service Code	Did the Participant receive mental health services?	1 = Received service directly through the grant. 2 = Did not receive service. N/A	103
Substance Abuse Service Code	Did Participant receive substance abuse services?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	104



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### Participant Housing

Data Element	Question	Response Options	Manual Page
Residence Census Tract	What is the address where you live?	Census Tract Number N/A	110
Hard to House Code	Is the Participant a high risk to house?	<ul style="list-style-type: none"> <li>1 = Head of household has lived in public housing for more than 10 years.</li> <li>2 = Head of household does not have a high-school diploma or GED.</li> <li>3 = Three or more minors in the household.</li> <li>4 = One or more household members has a criminal record.</li> <li>5 = The head of household is not disabled, but one or more other household members is disabled.</li> <li>6 = The head of household is a single, elderly adult who is the primary caregiver for one or more children.</li> <li>88 = Individual refused.</li> <li>99 = Individual does not know.</li> <li>N/A</li> </ul>	111
Housing Status Code	What type of residence do you live in and how is it paid for?	<ul style="list-style-type: none"> <li>1 = Identifies as a public housing resident.</li> <li>2 = Receives a tenant-based rental voucher.</li> <li>3 = Receives a project-based rental voucher.</li> <li>4 = Privately subsidized housing.</li> <li>5 = Unsubsidized (market rate) housing.</li> <li>6 = Owns a home.</li> <li>7 = Homeless.</li> <li>8 = Refused.</li> <li>99 = Does not know.</li> <li>N/A</li> </ul>	113





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Data Element	Question	Response Options	Manual Page
Homeless Status Code	Where do you usually or regularly sleep?	1 = Homeless. 2 = Runaway youth. 3 = Neither homeless or a runaway youth. 88 = Individual refused. 99 = Individual does not know. N/A	114
Weeks Homeless Count	How many weeks have you been homeless in the prior twelve (12) months?	Number of weeks N/A	115
Chronically Homeless Status Code	Do you possess a disabling condition and what has been your living situations during the last three (3) years?	1 = Yes. 2 = No. 3 = Individual was not assessed for this condition. 88 = Individual refused. 99 = Individual does not know. N/A	116



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Data Element	Question	Response Options	Manual Page
Prior Night Residence Code	Where did you sleep before receiving grant services?	1 = Emergency shelter including hotel/motel voucher. 2 = Foster care home or foster care group home. 3 = Hospital or other residential non-psychiatric medical facility. 4 = Hotel or motel paid for without emergency shelter voucher. 5 = Jail, prison or juvenile detention facility. 6 = Long-term care facility or nursing home. 7 = Owned by individual, no ongoing housing subsidy. 8 = Owned by individual, with ongoing housing subsidy. 9 = Permanent housing for formerly homeless persons. 10 = Place not meant for habitation. 11 = Psychiatric hospital or other psychiatric facility. 12 = Rental by individual, no ongoing housing subsidy. 13 = Rental by individual, with ongoing housing subsidy. 14 = Safe Haven. 15 = Staying or living in a family member's room, apartment or house. 16 = Staying or living in a friend's room, apartment or house. 17 = Substance abuse treatment facility or detox center. 18 = Transitional housing for homeless persons (including homeless youth). 88 = Individual refused. 99 = Individual does not know. N/A	118



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Data Element	Question	Response Options	Manual Page
Intermediate Housing Status Code	Did you retain your housing and what method did you utilize?	1 = Avoided eviction from rental property. 2 = Obtained a Home Equity Conversion Mortgage (HECM). 3 = Prevented or resolved a mortgage default. 88 = Individual refused. 99 = Individual does not know. N/A	119
Needs Assessment Service Code	Did the Participant receive a housing and supportive services assessment?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	120
Shelter Placement Service Code	Was Participant placed in emergency shelter?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	121
Temporary Housing Placement Service Code	Did Participant receive temporary housing?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	122
Permanent Housing Placement Service Code	Did the Participant receive assistance with securing permanent housing?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	123



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Data Element	Question	Response Options	Manual Page
Permanent Housing Placement Date	What is the date Participant was placed in permanent housing?	Select Date from Calendar Dropdown	124
Independent Living Service Code	Did Participant receive services to enable them to remain in their home?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	125
Transportation Assistance Service Code	Did Participant receive transportation services?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	126
Years in Subsidized Housing Number	How many years did you spend in subsidized housing?	Number of years N/A	127
Opportunity Area Census Tract	Does the Participant live in an opportunity area according to the community's FHEA?	1 = Yes 2 = No N/A	128
Pre-Housing Counseling Service Code	Did Participant receive pre-housing counseling services?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	129
Post-Housing Counseling Service Code	Did the Participant receive post-housing counseling services?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	130



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Data Element	Question	Response Options	Manual Page
Fair Housing and Civil Rights Assistance Service Code	Did Participant receive services that promote fair housing?	1 = Received service directly through the grant. 2 = Received service through grant-facilitated referral. 3 = Both 1 and 2. N/A	131