

**2018 Non-HMIS Sheltered PIT Count Survey
Emergency & Transitional Shelter Programs
Monday, January 22, 2018**

Brief Instructions for this Non-HMIS Survey Form

- The information in this document is intended for shelters *not* entering data into the HMIS for the sheltered PIT count night of Monday, 1/22/18 (e.g. DV shelters). The below instructions should be read prior to filling out the tables.
- Please complete this form for the night of Monday, January 22, 2018.
- For providers with more than one shelter, please use a separate form for each shelter.
- Email completed forms to carlos@cperaroconsulting.com. Questions may also be directed to this address.
- Tables 1, 2, and 3 of Section 1 (pp. 4-5) are mutually exclusive. Each person sleeping in your program on the night of the count should be counted in only one of the tables.
- Table 1 counts information on households with at least one adult and one child under age 18 (families).
- Table 2 counts information on single adults, adult couples with no children, and groups of adults.
- Table 3 counts information on persons under age 18; which can include children in one-child households, adolescent parents and their children, adolescent siblings, or other household configurations composed only of children.
- Table 4 is required by HUD and captures subpopulation information for the adults counted in Tables 1-3. Subpopulation data should be limited to adults.
- HUD requires that all veterans counted in Tables 1-3, be broken out in Section 2, Tables 5 and 6. The persons counted in these tables are subsets of the counts in Tables 1-3, follow the same rationale noted above, but are strictly for veteran households where at least one of the adults is a veteran.
- HUD requires that all youth counted in Tables 1-3, be broken out in Section 3, Tables 7 and 8. The persons counted in these tables are subsets of the counts in Tables 1-3, follow the same rationale noted above, but are strictly for youth households where all members of the household are less than 25 years of age. Parenting youth and unaccompanied youth definitions are presented below Tables 7 and 8 for reference.
- Regarding Chronically Homeless households. Key Chronic Homeless terms for the various tables are outlined in Appendix A. For households of more than one person, when one household member qualifies as chronically homeless, all members of that household should be counted as chronically homeless.
- Please fill out the next page for identification purposes.

Please fill out the below Shelter and Contact Information:

Organization Name:

Program Name:

Program Type (e.g. emergency, transitional):

Name of Person Completing Survey:

Email:

Phone #:

Section 1: Population & Subpopulation Requirements for All Households

Table 1: Households with at Least One Adult and One Minor Child		TOTAL
1.	Total number of households	
2.	Total number of persons in those households	
	Number of children (under age 18)	
	Number of young adults (age 18-24)	
	Number of adults (over age 24)	
3.	Gender (adults and children)	
	Female	
	Male	
	Transgender	
	Gender Non-Conforming (i.e. not exclusively male or female)	
4.	Ethnicity (adults and children)	
	Non-Hispanic/Non-Latino	
	Hispanic/Latino	
5.	Race (adults and children) – <i>Please identify only one per person</i>	
	White	
	Black or African-American	
	Asian	
	American Indian or Alaska Native	
	Native Hawaiian or Other Pacific Islander	
	Multiple Races (at least two of the above races)	
6.	Chronically Homeless	
	Total number of households	
	Total number of persons in those households	

Table 2: Adult Households without Minor Children		TOTAL
1.	Total number of households	
2.	Total number of persons in those households	
	Number of young adults (age 18-24)	
	Number of adults (over age 24)	
3.	Gender of adults	
	Female	
	Male	
	Transgender	
	Gender Non-Conforming (i.e. not exclusively male or female)	
4.	Ethnicity of adults	
	Non-Hispanic/Non-Latino	
	Hispanic/Latino	
5.	Race of adults – <i>Please identify only one per adult</i>	
	White	
	Black or African-American	
	Asian	
	American Indian or Alaska Native	
	Native Hawaiian or Other Pacific Islander	
	Multiple Races (at least two of the above races)	
6.	Chronically Homeless	
	Total number of households	
	Total number of persons in those households	

	Table 3: Households with only children (all persons under age 18)	TOTAL
1.	Total number of households	
2.	Total number of children (under age 18)	
3.	Gender of children	
	Female	
	Male	
	Transgender	
	Gender Non-Conforming (i.e. not exclusively male or female)	
4.	Ethnicity of children	
	Non-Hispanic/Non-Latino	
	Hispanic/Latino	
5.	Race of children – <i>Please identify only one per child</i>	
	White	
	Black or African-American	
	Asian	
	American Indian or Alaska Native	
	Native Hawaiian or Other Pacific Islander	
	Multiple Races (at least two of the above races)	
6.	Chronically Homeless	
	Total number of households	
	Total number of persons in those households	

	Table 4: Subpopulation Data for the Adults in Tables 1-3	TOTAL
1.	Total number of adults with a Serious Mental Illness	
2.	Total number of adults with a Substance Use Disorder	
3.	Total number of adults with HIV/AIDS	
4.	Total number of adults that are Victims of Domestic Violence	

Section 2: Population Requirements for Veteran Households

Table 5: Veteran Households with at Least One Adult and One Minor Child		TOTAL
1.	Total number of households	
2.	Total number of persons in the above households	
3.	Total number of veterans	
4.	Gender (veterans only)	
	Female	
	Male	
	Transgender	
	Gender Non-Conforming (i.e. not exclusively male or female)	
5.	Ethnicity (veterans only)	
	Non-Hispanic/Non-Latino	
	Hispanic/Latino	
6.	Race (veterans only) – <i>Please identify only one per veteran</i>	
	White	
	Black or African-American	
	Asian	
	American Indian or Alaska Native	
	Native Hawaiian or Other Pacific Islander	
	Multiple Races (at least two of the above races)	
7.	Chronically Homeless	
	Total number of households	
	Total number of persons in those households	

Table 6: Veteran Households without Minor Children		TOTAL
1.	Total number of households	
2.	Total number of persons in the above households	
3.	Total number of veterans	
4.	Gender (veterans only)	
	Female	
	Male	
	Transgender	
	Gender Non-Conforming (i.e. not exclusively male or female)	
5.	Ethnicity (veterans only)	
	Non-Hispanic/Non-Latino	
	Hispanic/Latino	
6.	Race (veterans only) – <i>Please identify only one per veteran</i>	
	White	
	Black or African-American	
	Asian	
	American Indian or Alaska Native	
	Native Hawaiian or Other Pacific Islander	
	Multiple Races (at least two of the above races)	
7.	Chronically Homeless	
	Total number of households	
	Total number of persons in those households	

Section 3: Population Requirements for Youth Households (all household members under 25 years old)

	Table 7: Unaccompanied Youth Households	TOTAL
1.	Total number of unaccompanied youth households*	
2.	Total number of unaccompanied youth	
	Number of unaccompanied youth (under age 18)	
	Number of unaccompanied youth (age 18 to 24)	
3.	Gender (unaccompanied youth)	
	Female	
	Male	
	Transgender	
	Gender Non-Conforming (i.e. not exclusively male or female)	
4.	Ethnicity (unaccompanied youth)	
	Non-Hispanic/Non-Latino	
	Hispanic/Latino	
5.	Race (unaccompanied youth) – <i>Please identify only one per unaccompanied youth</i>	
	White	
	Black or African-American	
	Asian	
	American Indian or Alaska Native	
	Native Hawaiian or Other Pacific Islander	
	Multiple Races (at least two of the above races)	
6.	Chronically Homeless	
	Total number of households	
	Total number of persons in those households	

*Unaccompanied youth are persons under age 25 who are not accompanied by a parent or guardian and are not a parent presenting with or sleeping in the same place as his/her child(ren).

Unaccompanied youth are single youth, youth couples, and groups of youth presenting together as a household.

	Table 8: Parenting Youth Households	TOTAL
1.	Total number of parenting youth households**	
2.	Total number of persons in parenting youth households	
	Total number of parenting youth	
	Total children in parenting youth households	
	Number of parenting youth under age 18	
	# of children in households with parenting youth under age 18	
	Number of parenting youth age 18 to 24	
	# of children in households with parenting youth age 18 to 24	
3.	Gender (youth parents only)	
	Female	
	Male	
	Transgender	
	Gender Non-Conforming (i.e. not exclusively male or female)	
4.	Ethnicity (youth parents only)	
	Non-Hispanic/Non-Latino	
	Hispanic/Latino	
5.	Race (youth parents only) – <i>Please identify only one per youth parent</i>	
	White	
	Black or African-American	
	Asian	
	American Indian or Alaska Native	
	Native Hawaiian or Other Pacific Islander	
	Multiple Races (at least two of the above races)	
6.	Chronically Homeless	
	Total number of households	
	Total number of persons in those households	

**Parenting youth are youth who identify as the parent or legal guardian of one or more children who are present with or sleeping in the same place as that youth parent, where there is no person over age 24 in the household

Appendix A: Key Chronic Homeless Terms

These terms do not directly correspond to the program requirements of HUD funding streams and must only be used for the purposes of the PIT.

Chronically Homeless Person – A person who:

- A. Is homeless and lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and,
- B. Has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least 1 year or on at least four separate occasions in the last 3 years where the combined length of time homeless in those occasions is at least 12 months; and,
- C. Has a disability.

Disability – An individual with one or more of the following conditions:

- A. A physical, mental, or emotional impairment, including an impairment caused by alcohol or drug abuse, post-traumatic stress disorder, or brain injury that:
 - (1) Is expected to be long-continuing or of indefinite duration;
 - (2) Substantially impedes the individual's ability to live independently; and
 - (3) Could be improved by the provision of more suitable housing conditions.
- B. A developmental disability, as defined in section 102 of the Developmental Disabilities Assistance and Bill of Rights Act of 2000 (42 U.S.C. 15002); or
- C. HIV/AIDS

Chronically Homeless Family with Children– A family with children where at least one adult or minor head of household is identified as CH. When one adult or minor head of household qualifies as CH, all members of that household should be counted as CH.