

2023
BRIDGING THE GAP (BTG)
POINT-IN-TIME COUNT (PIT)

Ka Mana O Na Helu
January 9-13, 2023



Overview of PIT Count

- HUD mandated
- Two required components: Sheltered and Unsheltered
- Key data point for measuring progress towards reducing and ending homelessness
- Integral to federal funding and evaluation processes
- A one-day count of homelessness as of Sunday, 1/22/23. DOES NOT measure clients served over one month, one year, etc.
- HUD aggregates BTG's data with other CoC's nationally to estimate homelessness via Annual Homeless Assessment Reporting (AHAR).

Overview (cont.)

- Federal Funding: Changes in PIT household data year-over-year impacts new funding allocations
- BTG last two full PIT Counts:
 - 2022: 2,022 Total people (628 sheltered, 1,394 unsheltered)
 - 2020: 2,010 Total people (706 sheltered, 1,304 unsheltered)
 - 0.6% increase in total homeless from 2020 to 2022, including a 7% increase in unsheltered homelessness
- Important! QA unsheltered survey data centrally before entry in HMIS
- PSH households are considered housed and should not be counted
- Those enrolled in RRH awaiting housing placement (i.e., literally homeless) should be counted under the appropriate component

Overview of Changes in Data Collection

- No major changes this year. Only custom changes were to Hawaii County unsheltered surveys
- 2023 draft forms made available on the BTG website: [2023 BTG PIT Survey Forms](#)
- Same chronic homeless (CH) criteria



Sheltered Count

- Night of the sheltered count is Sunday, 1/22/23
- All individuals and families residing in emergency shelters, transitional housing (ES/TH) programs on that night should be counted
 - Should not be included in unsheltered count if counted in sheltered
- The HMIS will be used primarily for the sheltered count
- Updating HMIS client records and matching vs actual census counts
 - HH configurations
 - DQ for demographic/subpopulation information

Sheltered Count (cont.)

- Matching internal census records to HMIS data. Household Listing is a great HMIS report for this
- Great data quality will enhance the accuracy of BTG's PIT reporting
- Non-HMIS providers (e.g., DV) will use a manual survey form to be provided by KMNH prior to the count

Unsheltered Count

- Counts people that resided in unsheltered locations on the night of 1/22/23
- Important question on the survey: Where did you sleep the night of Sunday, 1/22/23? BTG unsheltered canvassing spans Mon, 1/23 through Sat, 1/28
- If response is sheltered, end survey and do not enter in HMIS PIT module
- Important to verify that children were unsheltered as of that night too
- As in prior years, HUD mandates population and subpopulation reporting
- HMIS PIT module. Finalizing and will be up and running for data collection by Sun, 1/22/23. Includes option to do live data entry in the field

Resources – Overview



- Outlines the PIT initiative
- Provides key dates along with data entry timelines for PIT Leads
- Volunteer information and coordination
- Provides contact information for PIT Lead Coordinators for each county

Unsheltered Single and Household Survey Forms

- Ideally, top third of the form should have no missing data
- Emphasizing the importance of skilled outreach personnel or homeless services providers to conduct the surveying as much as possible during the week, coordinating with volunteers as needed
- Important data quality fields and checks: name, household composition, chronic, vet, family surveys
- Utilize skilled HMIS data entry staff with great attention to detail. Minimizing staff doing HMIS unsheltered survey data entry.
- Reviewing surveys prior to entry – name information is crucial; reducing duplication

Unsheltered Single and Household Survey Forms (cont.)

- URL to the HMIS PIT module will be provided along with instructions as we get closer to the count date
- Very important to clean unsheltered survey data prior to entry – e.g. weeding out duplicates; omitting sheltered surveys; review of client data, provider, demographic, and subpopulation info by outreach personnel to ensure completeness and accuracy

Resources – Additional Instructions

- Count Preparation Using HMIS Data: matching HMIS lists to canvassing efforts
- Agency Instructions: general and safety tips for surveyors



Resources - Contact and Confidentiality Form

- Form must be signed by all surveyors
- PIT surveying captures client information that should not be disclosed and should be kept out of public view
- Volunteers should not be entering survey data into the HMIS – this should be done by HMIS data entry staff with great attention to detail