# HUD: Continuum of Care Annual Performance Report (CoC – APR) and Emergency Solutions Grant Consolidated Annual Performance and Evaluation Report (ESG – CAPER)

## HMIS PROGRAMMING SPECIFICATIONS V1.3

U.S. Department of Housing and Urban Development

ALIGNS WITH FY 2024 HMIS DATA STANDARDS | RELEASED NOVEMBER 2023
UPDATED JUNE 2024
FOR REPORTING BEGINNING OCTOBER 1, 2023

# Contents

## Revision History

| Date | Version | Description |
|---|---|---|
| For APRs and CAPERs submitted on or after 10/1/2023 | | |
| August 2023 | 1.0 | Q11 table shell example: Row 11 update 'Client Prefers Not to Answer'<br>Table of Questions: updated, removed 'Q10b Gender of Children' ,'10c  Gender of Persons missing Age Information' and 'Q12b Ethnicity'; renamed Q14a and q14b; added Q22f and Q22g; added Q23d and Q23e; renamed Q24 to Q24a, added Q24b, Q24c, and Q24d; removed Q25e and Q25h, added Q25j; removed Q26f, Q26g and Q26h; added Q27f2, Q27j, Q27k, Q27l and Q27m;<br>Fundamentals: Added 'APR can be run on any project in the HMIS for local review.'<br>Fundamentals: Provided additional information on Active Client Method references and updated Emergency Shelter Project typing to reflect changes in HMIS Data Standards<br>Removed section 'Determining **Total** Income and Earned Income on a Specific Record'<br>Q4 HMIS Information<br>• Removed Field No '2.02.6C'; updated 2.02.6A relevant data<br>• Added column for 2.09.01 (Coordinated Entry Access Point)<br>Q6 Data Quality<br>• Q6a table removed Ethnicity Row; renumbered rows; updated column header B with "Client Prefers Not to Answer"<br>• Q6b table updated row 5 to 'Enrollment CoC (3.16)'<br>• Q6d table row 2 updated to include ES-EE and ES-NbN; added row 5 for CE; added row 6 for SSO, HP, and Day shelter; column E updated to "Approximate date this episode of homelessness started''; and updated column F and G replacing 'R' with 'PNTA'<br>• Q6e added row for "≤0 days"<br>• Q6f clarified programming instructions in HMIS Reporting Glossary<br>Q7 Persons Served<br>• Q7a updated Row 4 updated "Client Prefers Not to Answer"<br>• Q7a Programming Instructions updated<br>Q8 Households Served<br>• Q8b Programming Instructions updated<br>Q9 Contacts and Engagements<br>• Field No 2.02.6C removed<br>• Field No 2.02.06 relevant data updated<br>Q10 Gender |

| Date | Version | Description |
|---|---|---|
| | | • Q10a updated/modified all rows to allow for different genders and combination of all persons<br>• Q10b is retired<br>• Q10c is retired<br>• Q10d update age range “25-61” with “25-64”<br>• Q10d update age range “62 and over” with “65+”<br>  – Q10d updated column header “Age 25-61" with “Age 25-64"<br>  – Q10d updated column header “Age 62 and over” with “Age 65+”.<br>• Q10d updated/modified all rows to allow for different genders and combination of all persons and different age ranges in columns.<br>• Q10d Field No 3.06 relevant values updated to include “2” and “3”.<br>• Programming instructions updated<br>Q11 Age<br>• Row 11 updated ‘Client Prefers Not to Answer’<br>• Age ranges updated<br>Q12 ‘Race and Ethnicity’<br>• Combined Q12a and Q12b into Q12<br>• Q12 Updated/modified all rows to allow for different races, ethnicities, and combination of all persons.<br>• Q12 Field No 3.04 Relevant Data values updated to include “6” and “7”.<br>• Updated/modified all programming instructions to reflect new changes.<br>Q13a/b/c2 updated ‘Client Prefers Not to Answer’<br>Q14 Domestic Violence<br>• Updated question title for Q14a and Q14b<br>• Q14a/b Updated Row 4 ‘Client Prefers Not to Answer’<br>• Field No 4.11.2/B updated ‘Survivor of Domestic Violence’<br>Q15 Living Situation<br>• Updating format, values, and restructuring for new categorization headings: (Homeless Situations (100-199), Temporary Housing Situations (300-399), Institutional Situations (200-299), Permanent Housing Situations (400-499), Other (1-99)<br>Q16 Cash Income – Ranges<br>• Row 10 updated ‘Client Prefers Not to Answer’Q18 Client Cash Income Category<br>• Row 6 updated ‘Client Prefers Not to Answer’<br>• Programming instructions updated<br>Q19b Disabling Conditions and Income for Adults at Exit |

| Date | Version | Description |
|---|---|---|
| | | • Added missing rows for “Unemployment Insurance,” “VA Non-Service-Connected Disability Pension,” “General Assistance,” and “Alimony and other spousal support”<br>Q20b Number of Non-Cash Benefits<br>• Row 4 updated ‘Client Prefers Not to Answer’<br>Q21 Health Insurance<br>• Row 5 updated ‘Veteran’s Health Administration (VHA)<br>• Row 13 updated ‘Client Prefers Not to Answer’<br>• Programming instructions updated<br>Q22a1 & Q22a2<br>• Removed “data not collected” row<br>Q22c<br>• Split “61-180 days” row into rows “61-90 days” and “91-180 days”<br>Q22d<br>• Updated timeframe breakdown<br>Q22e Length of Time prior to Housing<br>• Field No 2.02.6 Relevant Data values updated to include ‘ES-EE/ES-NbN’<br>• Field No 3.917.3 updated ‘Approximate date this episode started’<br>• Programming instructions updated<br>Q22f Length of Time between Project Start Date and Housing Move-in Date by Race and Ethnicity<br>• Added new question<br>Q22g Length of Time Prior to Housing by Race and Ethnicity - based on 3.917 Date Homelessness Started<br>• Added new question<br>Q23c Exit Destination<br>• Updating format, values, and restructuring for new categorization headings: (Homeless Situations (100-199), Temporary Housing Situations (300-399), Institutional Situations (200-299), Permanent Housing Situations (400-499), Other (1-99)<br>Q23d Exit Destination – Subsidy Type of Persons Exiting to Rental by Client With An Ongoing Subsidy<br>• Added new question<br>Q23e Exit Destination Type by Race and Ethnicity |

| Date | Version | Description |
|---|---|---|
| | | • Added new question<br>Q24a Housing Assessment<br>• Row 12 updated ‘Jail/Prison’<br>• Row 13 updated ‘Deceased’<br>• Row 14 updated ‘Client Prefers Not to Answer’<br>Q24b Moving On Assistance Provided to Households in PSH<br>• Added new question<br>Q24c Sexual Orientation of Adults in PSH<br>• Added new question<br>Q24d Language of Persons Requiring Translation Assistance<br>• Added new question<br>Q25a/b Number of Veterans/Households<br>• Row 5 updated ‘Client Prefers Not to Answer’<br>• Programming instructions updated<br>Q25c Gender – Veterans<br>• ‘Male’ updated ‘Man (boy, if child)<br>• ‘Female’ updated ‘Woman (girl, if child)<br>• Added ‘Culturally Specific Identity (e.g., Two-Spirit)<br>• Added ‘Different Identity’<br>• Removed ‘No Single Gender’<br>• Added ‘Non-Binary’<br>• Updated Row 9 ‘Client Prefers Not to Answer’<br>Q25d Age – Veterans<br>• Age ranges updated<br>Q25e, Q25f, Q25g, and Q25h<br>• Removed from report<br>Q25i Exit Destination – Veterans<br>• Updating format, values, and restructuring for new categorization headings: (Homeless Situations (100-199), Temporary Housing Situations (300-399), Institutional Situations (200-299), Permanent Housing Situations (400-499), Other (1-99) |

| Date | Version | Description |
|---|---|---|
| | | Q25j Exit Destination – Subsidy Type of Persons Exiting to Rental by Client With An Ongoing Subsidy - Veteran<br>• Added new question<br>Q26a/b Chronic Homeless Status<br>• Row 4 updated 'Client Prefers Not to Answer'<br>• Programming instructions updated<br>Q26c Gender of Chronically Homeless Persons<br>• 'Male' updated 'Man (boy, if child)<br>• 'Female' updated 'Woman (girl, if child)<br>• Added 'Culturally Specific Identity (e.g., Two-Spirit)<br>• Added 'Different Identity'<br>• Removed 'No Single Gender'<br>• Added 'Non-Binary'<br>• Updated Row 9 'Client Prefers Not to Answer'<br>Q26d Age of Chronically Homeless Persons<br>• Row 9 updated 'Client Prefers Not to Answer'<br>Q26f, Q26g, and Q26h<br>• Removed from report<br>Q27a Age of Youth<br>• Row 4 updated 'Client Prefers Not to Answer'<br>Q27c Gender - Youth<br>• 'Male' updated 'Man (boy, if child)<br>• 'Female' updated 'Woman (girl, if child)<br>• Added 'Culturally Specific Identity (e.g., Two-Spirit)<br>• Added 'Different Identity'<br>• Removed 'No Single Gender'<br>• Added 'Non-Binary'<br>• Updated Row 9 'Client Prefers Not to Answer'<br>Q27d Living Situation – Youth<br>• Updating format, values, and restructuring for new categorization headings: (Homeless Situations (100-199), Temporary Housing Situations (300-399), Institutional Situations (200-299), Permanent Housing Situations (400-499), Other (1-99)<br>Q27f Exit Destination – Youth |

| Date | Version | Description |
|---|---|---|
| | | • Updating format, values, and restructuring for new categorization headings: (Homeless Situations (100-199), Temporary Housing Situations (300-399), Institutional Situations (200-299), Permanent Housing Situations (400-499), Other (1-99)) <br> Q27f2 Exit Destination – Subsidy Type of Persons Exiting to Rental by Client With An Ongoing Subsidy - Youth <br> • Added new question <br> Q27h Client Cash Income Category – Youth <br> • Row 6 updated ‘Client Prefers Not to Answer’ <br> Q27i Disabling Conditions and Income for Youth at Exit <br> • Added missing rows for “Unemployment Insurance,” “VA Non-Service-Connected Disability Pension,” “General Assistance,” and “Alimony and other spousal support” <br> Q27k Length of Time between Project Start Date and Housing Move-in Date – Youth <br> • Field No 2.02.6 Relevant Data updated <br> Q27l Length of Time Prior to Housing – Youth <br> • Field No 2.02.6 Relevant Data values updated to include ‘ES-EE/ES-NbN’ <br> • Field No 3.917.3 updated ‘Approximate date this episode started’ <br> Q27m Education Status – Youth <br> • Added new question <br> Appendix A: Exit Destinations <br> • Included Homelessness Prevention (HP) project type in table |
| October 2023 | 1.1 | Q6c Data Quality: Income and Housing Data Quality <br> • Grayed out cell D2 where data is not expected <br> Q7b Point-in-Time Count of Persons on the Last Wednesday <br> • Included project types 7 and 14 in Step 7 of the programming instructions <br> Q22c Length of Time between Project Start Date and Housing Move-in Date <br> • Aligned programming instructions with table row numbering <br> Q22e Length of Time Prior to Housing - based on 3.917 Date Homelessness Started <br> • Aligned programming instructions with table row numbering <br> Q22f Length of Time between Project Start Date and Housing Move-in Date by Race and Ethnicity <br> • Added Field No 3.20 "Housing Move-in Date" to align with programming instructions <br> • Aligned programming instructions with table row numbering |

| Date | Version | Description |
|---|---|---|
| | | Q23d Exit Destination – Subsidy Type of Persons Exiting to Rental by Client With An Ongoing Subsidy<br>• Update client universe to “Leavers in the report date range with an exit destination of 435 (“Rental by client, with housing subsidy”)”<br>Q24d Language of Persons Requiring Translation Assistance<br>• Clarified programming instructions for displaying responses in Column A<br>Q26a Chronic Homeless Status - Number of Households w/at least one or more CH person<br>• Project Type under Relevant Data expanded to include all project types<br>Q27m Education Status – Youth<br>• Project Type under Relevant Data reduced to the following: 2 (TH); 3 (PSH); 4 (SO); 6 (SSO); 13 (RRH)<br>Q27l Length of Time Prior to Housing<br>• Added Field No 3.20 "Housing Move-in Date"<br>Appendix A: Exit Destination<br>• Added note for project types “Undefined project types should use the ‘HP & PH (all)’ column when determining positive exit destinations.” |
| November 2023 | 1.2 | Q4 HMIS Information<br>• Added logic to determining relevant data for 2.09.1 Coordinated Entry Access Point<br>Q11 Age<br>• Grayed out cells in Columns C and E where data is not expected<br>Q22g Length of time Prior to Housing by Race and Ethnicity<br>• Added Field No 3.20 "Housing Move-in Date" to align with programming instructions<br>• Aligned programming instructions with table row numbering<br>Q23c Exit Destination Information<br>• Corrected calculation used to determine percentage of persons exiting to positive housing destinations |
| June 2024 | 1.3 | Program and Project Type Applicability<br>• Clarified HUD: Pay for Success applicability<br>Q7a: Number of Persons Served<br>• Clarified 3.20 project type applicability<br>Q7b: Point-in-Time Count of Persons on the Last Wednesday<br>• Clarified 3.20 project type applicability<br>Q8a: Number of Households Served<br>• Clarified 3.20 project type applicability<br>Q8b: Point-in-Time Count of Households on the Last Wednesday<br>• Clarified 3.20 project type applicability |

| Date | Version | Description |
|---|---|---|
| | | Q22c: Length of Time between Project Start Date and Housing Move-In Date<br>• Clarified 3.20 project type applicability<br>Q22e: Length of Time Prior to Housing – based on 3.917 Date Homelessness Started<br>• Clarified 3.20 project type applicability<br>Q22f: Length of Time between Project Start Date and Housing Move-In Date by Race and Ethnicity<br>• Clarified 3.20 project type applicability<br>Q22g: Length of Time Prior to Housing by Race and Ethnicity – based on 3.917 Date Homelessness Started<br>• Clarified 3.20 project type applicability<br>Q27k: Length of Time between Project Start Date and Housing Move-In Date – Youth<br>• Clarified 3.20 project type applicability<br>Q27l: Length of Time Prior to Housing – based on 3.917 Date Homelessness Started – Youth<br>• Clarified 3.20 project type applicability |

## Introduction

This HUD HMIS Programming Specification document details the business rules required for the HUD Continuum of Care (CoC) Annual Performance Report (APR) and Emergency Solutions Grants (ESG) Consolidated Annual Performance and Evaluation Report (CAPER) to be submitted in the Sage HMIS Reporting Repository (Sage). These programming specifications are applicable to all project types ***except*** Coordinated Entry projects (element 2.02.6 = 14). APRs for Coordinated Entry projects must be generated using the HMIS Programming Specifications for Coordinated Entry APR (CE APR).

The programming specifications contained in this document cover all questions for the CoC APR and ESG CAPER where the information needed to answer the question is required/expected to be extracted from an HMIS or comparable database system. Please see the following section for a table of questions that apply to the APR, CAPER, or both reports. These specifications were developed utilizing the HUD Data Standards as found in the current version of the FY 2024 HMIS Data Dictionary. Wherever possible, these specifications also refer to the *HMIS Standard Reporting Terminology Glossary* (*HMIS Reporting Glossary*), which outlines programming rules developed for and with HMIS and comparable database vendors to facilitate streamlined programming and comparable reporting across systems.

The CoC APR and ESG CAPER will be submitted to HUD in Sage via CSV export of aggregate results in the manner described below.

## Exporting Report Results to CSV

1. Both the APR and CAPER must be programmed to allow for an export of all HMIS-generated tables in standard CSV format.
2. Each question in the report must generate one CSV file and must be named the same as the question table number, e.g., “Q6b.csv”. Sage is designed to recognize only these exact file names but are case-insensitive so that “Q6b.csv”, “q6b.CSV”, “Q6B.CSV” are all valid.
3. The APR consists of 72 separate tables for a total of 72 CSV output files. The CAPER consists of 42 separate tables for a total of 42 CSV output files. Note that not every question/file will generate data for every project type or may have a total of zero applicable client records. However, all output files are required even if the number of clients reported is zero.
4. The structure of each file must match the layout in the programming specifications table shell for that question in terms of the quantity and sequence of lettered columns and numbered rows, excluding columns Y and Z (Y and Z are only present to aid in programming and not part of the report output to screen or CSV). Sage is designed to read data from the output tables according to cell position, not row and column headers, so the position of each number output in the files is critical.
5. Column and row headers must be exported for every table shell which has them, but these headers are ignored with the exception of row headers in the 7 gender-related tables (Q10a through d, Q25c, Q26c, Q27c). See further detail in Q10. There always must be a placeholder for each cell that is a header in the CSV file (see first row of example below) to maintain the overall structure of the file.
6. All grayed-out cells are those which logically should not contain any data (see cells C2 through C4 and E5 through E10). The CSV must contain either 0 (zero) or (blank) with a comma for all grayed-out cells. *(For assistive technology, this will be indicated as ---)*
7. Use double quotes to surround ALL text in column and row headers in order to ignore commas which are sometimes present in that text.
8. Double quotes are optional surrounding numbers.
9. Table cells that contain percentages should output those as decimal numbers without multiplying by 100 and carry at least 4 places to the right of the decimal. For example, if 7 out of 9 clients exited to positive housing in Q23, the output should be 0.7778 or .7778.

10. Table cells that contain averages should contain decimal numbers with at least 2 places to the right of the decimal if the output is money. If the output is any other type of average such as number of days, it may contain an integer or a decimal number with up to 4 places to the right of the decimal.
11. When output from an HMIS, the entire set of files (72 for the APR, 42 for the CAPER) should be compressed into a .zip file.

The examples below show the format for an example question (Q11: Age) with sample data in the table shell as indicated in the programming specifications followed by the layout of that same table in CSV format.

**Q11 table shell**

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type |
| 2 | Under 5 | 0 | 0 | 0 | 0 | 0 |
| 3 | 5-12 | 0 | 0 | 0 | 0 | 0 |
| 4 | 13-17 | 0 | 0 | 0 | 0 | 0 |
| 5 | 18-24 | 1 | 1 | 0 | 0 | 0 |
| 6 | 25-34 | 3 | 3 | 0 | 0 | 0 |
| 7 | 35-44 | 3 | 3 | 0 | 0 | 0 |
| 8 | 45-54 | 13 | 13 | 0 | 0 | 0 |
| 9 | 55-64 | 6 | 6 | 0 | 0 | 0 |
| 10 | 65+ | 2 | 2 | 0 | 0 | 0 |
| 11 | Client Doesn't Know/ Prefers Not to Answer | 0 | 0 | 0 | 0 | 0 |
| 12 | Data Not Collected | 0 | 0 | 0 | 0 | 0 |
| 13 | **Total** | 28 | 28 | 0 | 0 | 0 |

**Q11.csv**

```
, "Total", "Without Children", "With Children and Adults", "With Only Children", "Unknown Household Type"
"Under 5", "0", "0", "0", "0", "0"
"5-12", "0", "0", "0", "0", "0"
"13-17", "0", "0", "0", "0", "0"
"18-24", "1", "1", "0", "0", "0"
"25-34", "3", "3", "0", "0", "0"
"35-44", "3", "3", "0", "0", "0"
"45-54", "13", "13", "0", "0", "0"
"55-64", "6", "6", "0", "0", "0"
"65+", "2", "2", "0", "0", "0"
"Client Doesn't Know/Prefers Not to Answer", "0", "0", "0", "0", "0"
"Data Not Collected", "0", "0", "0", "0", "0"
"Total", "28", "28", "0", "0", "0"
```

## Table of Questions

| Number | Question | CoC APR | ESG CAPER |
|---|---|---|---|
| Q4a | Project Identifiers in HMIS | ✓ | ✓ |
| Q5a | Report Validations Table | ✓ | ✓ |
| Q6a | Data Quality: Personally Identifiable Information | ✓ | ✓ |
| Q6b | Data Quality: Universal Data Elements | ✓ | ✓ |
| Q6c | Data Quality: Income and Housing Data Quality | ✓ | ✓ |
| Q6d | Data Quality: Chronic Homelessness | ✓ | ✓ |
| Q6e | Data Quality: Timeliness | ✓ | ✓ |
| Q6f | Data Quality: Inactive Records: Street Outreach and Emergency Shelter | ✓ | ✓ |
| Q7a | Number of Persons Served | ✓ | ✓ |
| Q7b | Point-in-Time Count of Persons on the Last Wednesday | ✓ | ✓ |
| Q8a | Number of Households Served | ✓ | ✓ |
| Q8b | Point-in-Time Count of Households on the Last Wednesday | ✓ | ✓ |
| Q9a | Number of Persons Contacted | ✓ | ✓ |
| Q9b | Number of Persons Newly Engaged | ✓ | ✓ |
| Q10a | Gender | ✓ | ✓ |
| Q10d | Gender by Age Ranges | | ✓ |
| Q11 | Age | ✓ | ✓ |
| Q12 | Race and Ethnicity | ✓ | ✓ |
| Q13a1 | Physical and Mental Health Conditions at Start | ✓ | ✓ |
| Q13b1 | Physical and Mental Health Conditions at Exit | ✓ | ✓ |
| Q13c1 | Physical and Mental Health Conditions for Stayers | ✓ | ✓ |
| Q13a2 | Number of Conditions at Start | ✓ | |
| Q13b2 | Number of Conditions at Exit | ✓ | |
| Q13c2 | Number of Conditions for Stayers | ✓ | |
| Q14a | History of Domestic Violence, Sexual Assault, Dating Violence, Stalking, or Human Trafficking | ✓ | ✓ |
| Q14b | Most recent experience of domestic violence, sexual assault, dating violence, stalking, or human trafficking | ✓ | ✓ |
| Q15 | Living Situation | ✓ | ✓ |

| Number | Question | CoC APR | ESG CAPER |
|---|---|---|---|
| Q16 | Cash Income – Ranges | ✓ | ✓ |
| Q17 | Cash Income - Sources | ✓ | ✓ |
| Q18 | Client Cash Income Category - Earned/Other Income Category - by Start and Annual Assessment/Exit Status | ✓ | |
| Q19a1 | Client Cash Income Change - Income Source - by Start and Latest Status | ✓ | |
| Q19a2 | Client Cash Income Change - Income Source - by Start and Exit | ✓ | |
| Q19b | Disabling Conditions and Income for Adults at Exit | ✓ | ✓ |
| Q20a | Type of Non-Cash Benefit Sources | ✓ | ✓ |
| Q20b | Number of Non-Cash Benefit Sources | ✓ | |
| Q21 | Health Insurance | ✓ | ✓ |
| Q22a1 | Length of Participation – CoC Projects | ✓ | |
| Q22a2 | Length of Participation – ESG Projects | | ✓ |
| Q22b | Average and Median Length of Participation in Days | ✓ | |
| Q22c | Length of Time between Project Start Date and Housing Move-in Date | ✓ | ✓ |
| Q22d | Length of Participation by Household Type | | ✓ |
| Q22e | Length of Time Prior to Housing – Based on 3.917 Date Homelessness Started | ✓ | ✓ |
| Q22f | Length of Time between Project Start Date and Housing Move-In Date by Race and Ethnicity | ✓ | ✓ |
| Q22g | Length of Time Prior to Housing by Race and Ethnicity – based on 3.917 Date Homelessness Started | ✓ | ✓ |
| Q23c | Exit Destination | ✓ | ✓ |
| Q23d | Exit Destination - Subsidy Type of Persons Exiting to Rental by Client With An Ongoing Subsidy | ✓ | ✓ |
| Q23e | Exit Destination Type by Race and Ethnicity | ✓ | ✓ |
| Q24a | Homelessness Prevention Housing Assessment at Exit | | ✓ |
| Q24b | Moving On Assistance Provided to Households in PSH | ✓ | |
| Q24c | Sexual Orientation of Adults in PSH | ✓ | |
| Q24d | Language of Persons Requiring Translation Assistance | ✓ | ✓ |
| Q25a | Number of Veterans | ✓ | ✓ |
| Q25b | Number of Veteran Households | ✓ | |
| Q25c | Gender – Veterans | ✓ | |
| Q25d | Age – Veterans | ✓ | |

| Number | Question | CoC APR | ESG CAPER |
|---|---|---|---|
| Q25i | Exit Destination – Veterans | ✓ | |
| Q25j | Subsidy Type of Persons Exiting to Rental by Client With An Ongoing Subsidy – Veterans | ✓ | |
| Q26a | Number of Households w/at least one or more Chronically Homeless person | ✓ | |
| Q26b | Number of Chronically Homeless Persons by Household | ✓ | ✓ |
| Q26c | Gender of Chronically Homeless Persons | ✓ | |
| Q26d | Age of Chronically Homeless Persons | ✓ | |
| Q26e | Physical and Mental Health Conditions - Chronically Homeless Persons | ✓ | |
| Q27a | Age of Youth | ✓ | |
| Q27b | Parenting Youth | ✓ | |
| Q27c | Gender of Youth | ✓ | |
| Q27d | Living Situation – Youth | ✓ | |
| Q27e | Length of Participation – Youth | ✓ | |
| Q27f1 | Exit Destination – Youth | ✓ | |
| Q27f2 | Exit Destination – Subsidy Type of Persons Exiting to Rental by Client With An Ongoing Subsidy – Youth | ✓ | |
| Q27g | Cash Income – Sources - Youth | ✓ | |
| Q27h | Client Cash Income Category - Earned/Other Income Category - by Start and Annual Assessment/Exit Status - Youth | ✓ | |
| Q27i | Disabling Conditions and Income for Youth at Exit | ✓ | |
| Q27j | Average and Median Length of Participation in Days - Youth | ✓ | |
| Q27k | Length of Time between Project Start Date and Housing Move-in Date - Youth | ✓ | |
| Q27l | Length of Time Prior to Housing - based on 3.917 Date Homelessness Started - Youth | ✓ | |
| Q27m | Education Status – Youth | ✓ | |

# Fundamentals

## *Program and Project Type Applicability*

The CoC APR is utilized for projects with one or more Funding Source responses (element 2.06) with a HUD: COC prefix or HUD: Pay for Success. For a full list of current Federal Partner funding sources using HMIS to collect and report data, please see the FY 2024 HMIS Data Dictionary Project Descriptor Element – Federal Funding Sources (element 2.06). Additionally, it is expected that the CoC APR can be run on any project in the HMIS for local review and analysis outside of funding requirements.

Each question on the APR identifies the HMIS project type that will be required to respond to the question. For projects funded with HUD: Pay for Success, regardless of the Project Type identified, the APR should generate data for all questions, including those associated with 3.20 Housing Move-In Date. This means that any project with HUD: Pay for Success as a funding source should collect and enter data for 3.20 Housing Move-In Date. The HMIS-generated report may leave all cells blank or zero for questions that do not apply to a given project type.

## *Report Programming Basics*

This report generally uses Active Client - Method 1 from the *HMIS Reporting Glossary* to determine which clients to include in the reporting universe for [project types] 0 and 2 through 14, except where noted on specific questions. Emergency Shelter – Night-by-Night ([project type] = 1) projects use Active Client – Method 2.

The CoC APRs should only pull data explicitly entered by and attached to each client's latest project stay for the particular project being reported on. In the event a client was active in more than one project stay in the report date range, all data for the report should come from the client's latest project stay according to [project start date] unless otherwise noted (e.g., Q7b and Q8b).

Some questions are further limited to "stayers" and "leavers". Refer to the *HMIS Reporting Glossary* for instructions in determining these client universes.

Several Data Elements are required across this entire report and as such will not be listed in the reference information for each individual question. These elements are:

1. [Project ID] (element 2.02) – Used to select clients and data for the report.
2. [Personal ID] (element 5.08) – Used to identify/count unique/distinct persons.
3. [Enrollment ID] (element 5.06) – Used to link data together for a specific person/project stay.
4. [Household ID] (element 5.09) – Used to link household members who are together on a specific project stay.
5. [Relationship to Head of Household] (element 3.15) – Used to relate household members who are together on a specific project stay. Also used in determining "parenting youth" for Q28b.
6. [Date of Birth] (element 3.03) – Used to identify age of persons and determine household type.
7. [Data collection stage] (element 5.03) – Used to retrieve data attached to a specific event during the client's project stay. Some questions report on data specifically dated at project start ([collection stage] = 1), annual assessment ([collection stage] = 5), latest available ([collection stage] = 1, 2, or 5), or project exit ([collection stage] = 3). The data collection stage will be explicitly listed for such questions.

## *Determining Age*

Per the *HMIS Reporting Glossary*, Age is a global variable determined from a client's [date of birth] (3.03). These reporting specifications comply with the methods of determining Age per the *HMIS Reporting Glossary*. In the event a client has more than one active project stay in the report date range, a client's age for every section of the report is as of the *latest* [project start date] or [report start date], whichever comes later.

## *Determining Each Client's Household Type and Counting Distinct Households*

This report uses the following methods from the *HMIS Reporting Glossary*:

1. Unduplicated Client Counts by Household Type
2. Unduplicated Household Counts by Individual Attribute
3. Unduplicated Household Counts

The relevant method utilized will be detailed in the reference information for each question in these specifications as applicable. Because this report uses data from each client's latest project stay, each client may have only one household type as determined by the household composition on that latest stay. This includes the Head of Household, which is used for determining counts of households according to household type.

**Youth households** are defined as households where all persons in the household with a known age are 24 or younger (age >= 0 and <= 24). The household may include persons in the household with unknown ages as long as all known ages are between 0 and 24. If no household member's age is known, the household is not counted as a youth household.

## *Client Types*

This report references the following age-related variables in several tables, and as such these will not be repeated in the reference information for each individual question:

**Youth** = any client in a youth household (defined above) age >= 12 and <= 24.

**Child** = any client age < 18. The [relationship to head of household] (element 3.15) does not matter unless a specific reporting question also includes this element.

**Adults** = any client age >= 18.

**Heads of Household** = any client where [relationship to head of household] = "self" (1), including unaccompanied minors correctly marked as the HoH.

## *Determining Length of Stay (LOS)*

This report includes questions regarding persons' total length of participation in a given project. This report uses the Length of Stay method defined in the *HMIS Reporting Glossary* to make these calculations. There are three Length of Stay methods defined in the *HMIS Reporting Glossary*; the method used should be determined by the project type associated with the enrollment.

### *Determining a Client's Relevant Annual Assessment*

Several questions in this report utilize Annual Assessment ([data collection stage] = 5) data on stayers where the head of household is in the project 365 days or more. Furthermore, this report requires data from the *specific* Annual Assessment on the client's anniversary most relevant to the [report date range]. The instructions for determining a client's relevant annual assessment can be found in the *HMIS Reporting Glossary*. Report questions utilizing Annual Assessment data will not repeat these instructions.

### *Count Disabling Conditions*

Per the *HMIS Reporting Glossary*, the specific conditions of a client may be reported in one of two ways: simply as having a Special Need (elements 4.05-4.10) or as having a Disabling Condition (element 3.08). This report utilizes both methods and identifies which is appropriate for applicable questions.

### *Counting Chronically Homeless (CH)*

Please see the *HMIS Reporting Glossary* for the latest algorithm for determining chronic homelessness status at project start using Prior Living Situation (element 3.917).

### *Reporting Counts of Clients by Element by Household Type*

Many questions report on distinct counts of clients, split out by each client's household type and one or more other client characteristic. The programming for these questions is similar, except for which client characteristic(s) is used to report clients on different rows.

When the client characteristic refers to a single data element, the table shells have an additional column (Z) indicating which response option to the data element places a client into that row. This column should not be output by the HMIS; it is only used to aid in programming.

As with most questions on this report, each client in the universe for that question should be counted exactly once according to element and household type, then again in the total column and row.

Because of the relative simplicity of programming these table shells, the instructions on these questions will be minimal.

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** | **Data Standards Response options** |
| 2 | Yes | | | | | | 1 |
| 3 | No | | | | | | 0 |
| 4 | Client Doesn't Know/Prefers Not to Answer | | | | | | 8 or 9 |
| 5 | Data Not Collected | | | | | | 99 |
| 6 | **Total** | | | | | | |

## Report Details

**(Questions 1-3 are NOT generated from HMIS data, and thus are not detailed in these specifications)**

## Q4: HMIS Information

### Q4a: Project Identifiers in HMIS

**Report Relevance:** CoC APR and ESG CAPER

**Changes from APR FY 2023:** Removal of “Method for Tracking ES” and adding “RRH Subtype” and “Coordinated Entry Access Point.”

| | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Organization Name | Organization ID | Project Name | Project ID | HMIS Project Type | RRH Subtype | Coordinated Entry Access Point | Affiliated with a residential project | Project IDs of affiliations | CoC Number | Geocode | Victim Service Provider | HMIS Software Name and Version Number | Report Start Date | Report End Date | Total Active Clients | Total Active Households |
| 2 | | | | | | | | | | | | | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.01.2 | Organization Name | text |
| 2.01.1 | Organization ID | unique identifier |
| 2.02.2 | Project Name | text |
| 2.02.1 | Project ID | unique identifier |
| 2.02.6 | HMIS Project Type | All projects |
| 2.02.6A | RRH Subtype | If 2.02.6 = 13 then 1 or 2 |
| 2.09.1 | Coordinated Entry Access Point | Value of 2.09.1 as of [report end date] or the [CE Participation Status End Date] if [report start date] <= [CE Participation Status End Date] < [report end date] AND [CE Participation Status End Date] = [operating end date] |
| 2.02.6B | Is the Services Only (HMIS Project Type 6 or 13 subtype 1) affiliated with a residential project? | (If 2.02.6 =6 or (13 and 2.02.6A = 1)), then 0 or 1 |
| 2.02.6C | Identify the Project IDs of the housing projects this project is affiliated with | (If 2.02.6B = 1, then) unique identifier(s) |
| 2.03.1 | CoC Number | |
| 2.03.2 | Geocode | |
| 2.01.3 | Victim Service Provider | |

**Universe:** NA

***HMIS Reporting Glossary* Reference:** None

**Programming Instructions:**

1. Q4a provides descriptor information on the project that is associated with the APR being submitted, as well as data on projects with which it is affiliated, if any. The information must be generated by the HMIS as it will be utilized in national deduplication efforts and validation for submissions.
2. Report each project included in the APR/CAPER run on a separate line beginning on line 2.
3. Columns A through L should draw from project descriptor data elements in the HMIS.
4. Column G should show the response to 2.09.1 effective as of the project's [operating end date] if [operating end date] >= [report start date] and [operating end date] < [report end date], else as of [report end date]. This element is a transactional data element, and only the most recent value for the report period is displayed.
5. Columns I, J, and K may have multiple values for a single project. Supply multiple values as a comma-separated list.
6. Column M should contain the general product name of the HMIS and the version number, and be automatically supplied by the system. This value is simply repeated for each project (each line) of output.
7. Columns N and O should contain the start and end dates which the user supplied in order to execute the report. These dates are simply repeated for each project (each line) of output.
8. Column P should be a simple count of the total active clients in the project for that row. For reports run on a single project resulting in a single row in Q4, this total will be the same as cell C2 in Q5. For reports run on multiple projects resulting in multiple rows in Q4, the total of all the rows should match Q5.C2.
9. Similarly, column Q should be a simple count of total active households in the project for that row. As with column N, the total of all rows in this column should equal Q5 cells C15 + C16.
10. When generating the CSV version of this table, be sure to wrap the data in all text columns in double quotes. Certain columns such as organization name may naturally contain a comma, and other columns such as CoC number may contain multiple values in a comma-separated list. Double quotes will ensure the data will be grouped and parsed in the correct columns.

# Q5: Report Validations

## Q5a: Report Validations Table

**Report Relevance:** CoC APR and ESG CAPER

**Changes from APR FY 2023:** None

| | A | B | C |
|---|---|---|---|
| 1 | **Category** | **Count of Clients for DQ** | **Count of Clients** |
| 2 | Total number of persons served | | |
| 3 | Number of adults (age 18 or over) | | |
| 4 | Number of children (under age 18) | | |
| 5 | Number of persons with unknown age | | |
| 6 | Number of leavers | | |
| 7 | Number of adult leavers | | |
| 8 | Number of adult and head of household leavers | | |
| 9 | Number of stayers | | |
| 10 | Number of adult stayers | | |
| 11 | Number of veterans | | |
| 12 | Number of chronically homeless persons | | |
| 13 | Number of youth under age 25 | | |
| 14 | Number of parenting youth under age 25 with children | | |
| 15 | Number of adult heads of household | | |
| 16 | Number of child and unknown-age heads of household | | |
| 17 | Heads of households and adult stayers in the project 365 days or more | | |

***HMIS Reporting Glossary* Reference:** Data Quality Q1.

## Q6: Data Quality

**Report Relevance:** CoC APR and ESG CAPER

**Changes from APR FY 2023:** Q6a – combined Race and Ethnicity per Data Standards 3.04 Q6b changed "Client Location" to Enrollment CoC per Data Standards 3.16; Q6d changed programming for row 2 to report on project types ES-EE and ES-NbN, Q6d added row 5, "CE" and row 6 "SSO, HP, Day Shelter"; Q6e added "<0 Days" response option for Q6e, Q6f report project type ES-NbN. Replace all "Client Refused" with "Client Prefers Not to Answer"

### Q6a: Data Quality: Personally Identifiable Information

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | Data Element | Client Doesn't Know/ Prefers Not to Answer | Information Missing | Data Issues | Total | % of Issue Rate |
| 2 | Name (3.01) | | | | | |
| 3 | Social Security Number (3.02) | | | | | |
| 4 | Date of Birth (3.03) | | | | | |
| 5 | Race/Ethnicity (3.04) | | | | | |
| 6 | Gender (3.06) | | | | | |
| 7 | Overall Score | | | | | |

***HMIS Reporting Glossary* Reference:** Data Quality Q2.

### Q6b: Data Quality: Universal Data Elements

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | Data Element | Client Doesn't Know/Prefers Not to Answer | Information Missing | Data Issues | Total | % of Issue Rate |
| 2 | Veteran Status (3.07) | | | | | |
| 3 | Project Start Date (3.10) | | | | | |
| 4 | Relationship to Head of Household (3.15) | | | | | |
| 5 | Enrollment CoC (3.16) | | | | | |
| 6 | Disabling Condition (3.08) | | | | | |

***HMIS Reporting Glossary* Reference:** Data Quality Q3.

## Q6c: Data Quality: Income and Housing Data Quality

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | Data Element | Client Doesn't Know/Prefers Not to Answer | Information Missing | Data Issues | Total | % of Issue Rate |
| 2 | Destination (3.12) | | | | | |
| 3 | Income and Sources (4.02) at Start | | | | | |
| 4 | Income and Sources (4.02) at Annual Assessment | | | | | |
| 5 | Income and Sources (4.02) at Exit | | | | | |

***HMIS Reporting Glossary* Reference:** Data Quality Q4.

## Q6d: Data Quality: Chronic Homelessness

| | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|
| 1 | Entering into project type | Count of total records | Missing time in institution (3.917.2) | Missing time in housing (3.917.2) | Approximate date this episode started (3.917.3) Missing | Number of times (3.917.4) DK/PNTA/ missing | Number of months (3.917.5) DK/PNTA/ missing | % of records unable to calculate |
| 2 | ES-EE, ES-NbN, SH, Street Outreach | | | | | | | |
| 3 | TH | | | | | | | |
| 4 | PH (all) | | | | | | | |
| 5 | CE | | | | | | | |
| 6 | SSO, Day Shelter, HP | | | | | | | |
| 7 | Total | | | | | | | |

***HMIS Reporting Glossary* Reference:** Data Quality Q5.

### Q6e: Data Quality: Timeliness

| | A | B | C |
|---|---|---|---|
| 1 | Time for Record Entry | Number of Project Start Records | Number of Project Exit Records |
| 2 | < 0 days | | |
| 3 | 0 days | | |
| 4 | 1-3 days | | |
| 5 | 4-6 days | | |
| 6 | 7-10 days | | |
| 7 | 11+ days | | |

***HMIS Reporting Glossary* Reference:** Data Quality Q6.

### Q6f: Data Quality: Inactive Records: Street Outreach and Emergency Shelter

| | A | B | C | D |
|---|---|---|---|---|
| 1 | Data Element | # of Records | # of Inactive Records | % of Inactive Records |
| 2 | Contact *(Adults and Heads of Household in Street Outreach or ES – NbN)* | | | |
| 3 | Bed Night *(All clients in ES – NbN)* | | | |

***HMIS Reporting Glossary* Reference:** Data Quality Q7.

## Q7: Persons Served

### Q7a: Number of Persons Served

**Report Relevance:** CoC APR and ESG CAPER

**Changes from APR FY 2023:** Replaced row header “Client Doesn’t Know/Client Refused” with “Client Doesn’t Know/Prefers Not to Answer”. Updated programming instructions to exclude clients no longer in the household at the point of move in from row 7.

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type |
| 2 | Adults | | | | | |
| 3 | Children | | | | | |

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** |
| 4 | Client Doesn't Know/Prefers Not to Answer | | | | | |
| 5 | Data Not Collected | | | | | |
| 6 | **Total** | | | | | |
| 7 | **For PSH & RRH – the total persons served who moved into housing** | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 3.20 | Housing Move-In Date | Only used when reporting on project types 3, 13, and 7 with 2.06 Funding Source of HUD: Pay for Success (35). |

**Universe:** Active clients in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Household Types; Unduplicated Household Counts and Unduplicated Client Counts by Household Type

**Programming Instructions:**

1. All projects regardless of type: report the distinct counts of active clients by age and household type. See Reporting counts of clients by element by household type for column instructions.
2. For row 7, when the project type is 3, 13, or 7 with 2.06 Funding Source of HUD: Pay for Success (35):
   a. Count all active clients in households where the head of household record indicates a [housing move in date] <= [report end date].
   b. If the head of household's [housing move in date] is blank or > [report end date], do not count that person.
   c. If the person's [project exit date] is < the head of household's [housing move in date], do not count that person.
3. For all other project types, include row 7 but output cells B7 through F7 blank or with zeros such that the CSV version of this table should always have the same number of rows and columns.

## Q7b: Point-in-Time Count of Persons on the Last Wednesday

**Report Relevance:** CoC APR and ESG CAPER

**Changes from FY 2023:** Included project types 7 and 14 in Step 7 of the programming instructions

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type |
| 2 | January | | | | | |
| 3 | April | | | | | |
| 4 | July | | | | | |
| 5 | October | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.06 | Project Type | All projects |
| 3.20 | Housing Move-In Date | Only used when reporting on project types 3, 13, and 7 with 2.06 Funding Source of HUD: Pay for Success (35). |

**Universe:** Active clients on each different point-in-time date

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth / Age; Household Types; Unduplicated Household Counts; and Unduplicated Client Counts by Household Type

**Programming Instructions:**

1. Use the latest possible month if the month appears more than once in the report date range (i.e., if the range is more than one year).
2. Because the question is reporting project occupancy, use all available enrollment data for clients in the project – not just each person's latest one – to ensure correct occupancy for each different point in time date.
3. For consistency with other questions, each client should be reported using their household type as of their latest relevant enrollment, which may differ from their household type on the particular point in time date.
4. For project types 3 and 13 (Permanent Supportive Housing and Rapid Re-Housing) and 7 with 2.06 Funding Source of HUD: Pay for Success (35): report the total count of all persons in the project with a [housing move-in date] on or before the LAST WEDNESDAY of January, April, July, and October, respectively.
   a. [project start date] <= [point in time date]
   b. AND [project exit date] is null or > [point in time date]
   c. AND [housing move-in date] <= [point in time date]

5. For all other project types: Report the total count of all persons in the project on the LAST WEDNESDAY of January, April, July, and October falling with the report date range.
6. For all residential project types (types 0, 2, 3, 8, 9, 10, and 13), the client must not be exited on the point in time date in order to be included ([project exit date] is null or > [point in time date]).
7. For other project types (4, 6, 7, 11, 12, 14), the client's [project exit date] may be on the point in time date and still be included on that date.
8. Night-by-night shelters (project type 1) must use bed night records indicating household presence on each point in time night.

## Q8: Households Served

### Q8a: Number of Households Served

**Report Relevance:** CoC APR and ESG CAPER

**Changes from FY 2023:** None

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** |
| 2 | Total Households | | | | | |
| 3 | **For PSH & RRH – the total households served who moved into housing** | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 3.20 | Housing Move-In Date | Only used when reporting on project types 3, 13, and 7 with 2.06 Funding Source of HUD: Pay for Success (35). |

**Universe:** Active households in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth / Age; Household Types; Unduplicated Household Counts; and Unduplicated Client Counts by Household Type

**Programming Instructions:**

1. Q8a reports the total number of households served during the report date range. Information on households served must be reported in total and by household type. The "Total number of households" column is an unduplicated count of distinct households served during the report date range. See Determining Each Client's Household Type and Counting Distinct Households for additional instruction.
2. For row 3, when the project type is 3, 13, and 7 with Funding Source of HUD: Pay for Success (35):

a. Count all households where the head of household record indicates a [housing move in date] <= [report end date].

b. If the [housing move in date] is blank or > [report end date], do not count that client.

3. For all other project types, include row 3 but leave cells B3 through F3 blank or with zeros. Therefore, the CSV version of this table should always have the same number of rows and columns.

## Q8b: Point-in-Time Count of Households on the Last Wednesday

**Report Relevance:** CoC APR and ESG CAPER

**Changes from FY 2023:** Updated programming instructions in line 5 to include project type 0.

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** |
| 2 | January | | | | | |
| 3 | April | | | | | |
| 4 | July | | | | | |
| 5 | October | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 3.20 | Housing Move-In Date | Only used when reporting on project types 3, 13, and 7 with 2.06 Funding Source of HUD: Pay for Success (35). |

**Universe:** Active households in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Bed night; Date of Birth / Age; Household Types; Unduplicated Household Counts; and Unduplicated Client Counts by Household Type

**Programming Instructions:**

1. Q8b reports the point in time number of households served on the last Wednesday in January, April, July, and October. Information on households served must be reported in total and by household type. The "Total number of households" column is an unduplicated count of distinct households served on the point in time date in the given month.

2. Use the latest possible month if the month appears more than once in the report date range (i.e., if the range is more than one year).

3. Because the question is reporting project occupancy, use all available enrollment data for clients in the project – not just each person's latest one – to ensure correct occupancy for each different point in time date.

4. Report the distinct counts of household at a point in time in total and by household type. See Determining Each Client's Household Type and Counting Distinct Households for column instructions. Note that households (i.e., heads of household) reported at any point in the report date

range are reported according to the household type from their *latest* project stay – even if that is not the household makeup present on the point in time.

5. For all residential project types (types 0, 1, 2, 3, 8, 9, 10, and 13), there must be at least one client active in the household on the point in time date for the household to be included ([project exit date] is null or > [point in time date]).
6. For project types 3, 13, and 7 with 2.06 Funding Source of HUD: Pay for Success (35):
   a. Report the total count of all heads of household in the project where the head of household had a move-in date on or before the LAST WEDNESDAY of January, April, July, and October, respectively.
7. For all other project types: Report the total count of all households in the project on the LAST WEDNESDAY of January, April, July, and October falling with the report date range.
8. Night-by-night shelters must use bed night records indicating household presence on each point in time night.

## Q9: Contacts and Engagements

### Q9a: Number of Persons Contacted

### Q9b: Number of Persons Newly Engaged

**Report Relevance:** CoC APR and ESG CAPER

**Changes from APR FY 2023:** Relevant data Field No 2.026C removed.

| | A | B | C | D | E |
|---|---|---|---|---|---|
| 1 | **Number of Persons Contacted** | **All Persons Contacted** | **First contact – NOT staying on the Streets, ES, or SH** | **First contact – WAS staying on Streets, ES, or SH** | **First contact – Worker unable to determine** |
| 2 | Once | | | | |
| 3 | 2-5 Times | | | | |
| 4 | 6-9 Times | | | | |
| 5 | 10+ Times | | | | |
| 6 | **Total Persons Contacted** | | | | |

| | A | B | C | D | E |
|---|---|---|---|---|---|
| 1 | **Number of Persons Newly Engaged** | **All Persons Contacted** | **First contact – NOT staying on the Streets, ES, or SH** | **First contact – WAS staying on Streets, ES, or SH** | **First contact – Worker unable to determine** |
| 2 | Once | | | | |

| | A | B | C | D | E |
|---|---|---|---|---|---|
| 1 | **Number of Persons Newly Engaged** | **All Persons Contacted** | **First contact – NOT staying on the Streets, ES, or SH** | **First contact – WAS staying on Streets, ES, or SH** | **First contact – Worker unable to determine** |
| 3 | 2-5 Contacts | | | | |
| 4 | 6-9 Contacts | | | | |
| 5 | 10+ Contacts | | | | |
| 6 | **Total Persons Engaged** | | | | |
| 7 | **Rate of Engagement** | =B6/(Q9a.B6) | =C6/(Q9a.C6) | =D6/(Q9a.D6) | =E6/(Q9a.E6) |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.06 | Project Type | 1 (ES – Night-by-Night), 4 (Street Outreach) |
| 4.12.1 | Information Date (date of contact) | mm/dd/yyyy |
| 4.12.2 | Current Living Situation | all |
| 4.13 | Date of Engagement | mm/dd/yyyy |

**Universe:**

**Q9a**: Adults and Heads of Household who have either or both:

1. a [current living situation] in the report date range that is <= [date of engagement] (or the [date of engagement] is null),
2. or [date of engagement] in the report date range.

**Q9b**: Adults and Heads of Household with a [date of engagement] in the date range.

***HMIS Reporting Glossary* Reference:** Active Clients; Contact; Date of Engagement

**Programming Instructions:**

**Q9a** reports the number of persons contacted, how many times they were contacted, and in which type of location the first contact occurred.

1. Columns C-E represent each different [current living situation]. Count the total number of clients using data from their latest project stay in the [report date range] by the [current living situation] of the client's earliest contact.
   a. Column C = response 17 (“Other”) or any response in 200:499
   b. Column D = any response in 100:199
   c. Column E = any response in 1:99, excluding response 17 (“Other”)

2. Include all contacts in each clients' count where all of the following are true. Note that contacts prior to the [report start date] are included in each person's total count, provided those contacts are attached to the client's latest relevant project stay. Contacts dated after the [date of engagement], [project exit date], and [report end date] are all excluded.
   a. [date of contact] >= [project start date]
   b. [project exit date] is null or [date of contact] <= [project exit date]
   c. [current living situation] <= [date of engagement] (or the [date of engagement] is null)
   d. [current living situation] <= [report end date]
3. If there is no [current living situation] on the [date of engagement], also count the [date of engagement] as 1 contact.
4. If there are no [current living situation] records at all and the [date of engagement] is effectively the only contact, report the client in cell E2.
5. Rows 2-5 represent the number of times a client was contacted. Determine the total number of times a client was contacted for each applicable record.
   a. Row 2 = Count each person where [contact] = 1 by [current living situation].
   b. Row 3 = Count each person where ([contact] >=2 and [contact] <=5) by [current living situation].
   c. Row 4 = Count each person where ([contact] >=6 and [contact] <=9) by [current living situation].
   d. Row 5 = Count each person where [contact] >=10 by [current living situation].
   e. Row 6 = Unduplicated count of persons with Contacts during the operating year.

**Q9b** reports all persons contacted for which a [date of engagement] is recorded based upon how many times they were contacted up to and including the [date of engagement], and in which type of location the first contact occurred. It also calculates a rate of engagement by dividing the number of persons contacted during the report range by the number of persons engaged (both in total and by location of first contact).

1. Use the same logic as for Q9a but limit the universe of clients to those who were engaged during the report date range as described in the *HMIS Reporting Glossary*.

## Q10: Gender

### Q10a: Gender

**Report Relevance:** CoC APR and ESG CAPER

**Changes from APR FY 2023:** Q10b and Q10c are retired. Q10a updated/modified all rows to allow for different genders and combination of all persons. Updated/modified all programming instructions to reflect new changes.

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 2 | Woman | | | | | | 0 alone |
| 3 | Man | | | | | | 1 alone |
| 4 | Culturally Specific Identity | | | | | | 2 alone |
| 5 | Transgender | | | | | | 5 alone |
| 6 | Non-Binary | | | | | | 4 alone |
| 7 | Questioning | | | | | | 6 alone |
| 8 | Different Identity | | | | | | 3 alone |
| 9 | Woman/Man | | | | | | 0 & 1 |
| 10 | Woman/Culturally Specific Identity | | | | | | 0 & 2 |
| 11 | Woman/Transgender | | | | | | 0 & 5 |
| 12 | Woman/Non-Binary | | | | | | 0 & 4 |
| 13 | Woman/Questioning | | | | | | 0 & 6 |
| 14 | Woman/Different Identity | | | | | | 0 & 3 |
| 15 | Man/Culturally Specific Identity | | | | | | 1 & 2 |
| 16 | Man/Transgender | | | | | | 1 & 5 |
| 17 | Man/Non-Binary | | | | | | 1 & 4 |
| 18 | Man/Questioning | | | | | | 1 & 6 |
| 19 | Man/Different Identity | | | | | | 1 & 3 |
| 20 | Culturally Specific Identity/Transgender | | | | | | 2 & 5 |
| 21 | Culturally Specific Identity/Non-Binary | | | | | | 2 & 4 |
| 22 | Culturally Specific Identity/Questioning | | | | | | 2 & 6 |
| 23 | Culturally Specific Identity/Different Identity | | | | | | 2 & 3 |
| 24 | Transgender/Non-Binary | | | | | | 5 & 4 |
| 25 | Transgender/Questioning | | | | | | 5 & 6 |

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 26 | Transgender/Different Identity | | | | | | 5 & 3 |
| 27 | Non-Binary/Questioning | | | | | | 4 & 6 |
| 28 | Non-Binary/Different Identity | | | | | | 4 & 3 |
| 29 | Questioning/Different Identity | | | | | | 6 & 3 |
| 30 | More than 2 Gender Identities Selected | | | | | | 3 or more of 0, 1, 2, 3, 4, 5, or 6 |
| 31 | Client Doesn't Know/Prefers Not to Answer | | | | | | 8 or 9 |
| 32 | Data Not Collected | | | | | | 99 |
| 33 | **Total** | | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 3.06 | Gender | 0, 1, 2, 3, 4, 5, 6, 8, 9, 99 |

**Universe:** Active clients in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth / Age; Household Types; Unduplicated Household Counts; and Unduplicated Client Counts by Household Type.

**Programming Instructions:**

Report the distinct counts of the gender:

1. Report all persons using "Total", "Without children", "With children and adults", "With only children", and "Unknown household type" columns.
2. Each client must be reported on one and only one row.
3. Use column Z to determine on which row to report a client. Because [gender] is a multi-response field, clients are reported according to sets of selected responses. These sets are shown in column Z must exactly match those selected for the client record, for example:
   a. Row 2 reports clients with *only* [gender] = 0 ("Woman (Girl, if child)") selected in their record with no other [gender] responses.
   b. Row 13 reports clients with *only* the combination 0 and 6 ("Woman (Girl, if child)" and "Non-Binary").
4. Note that the row label text in column A does not include parentheticals from the full Data Standards response.

5. As specified in the Data Standards, responses 8, 9 and 99 are only valid when no other response is indicated. If they are present with other responses, they should be ignored for the purposes of categorizing a client. For instance, if a client has 2, 4, and 8 selected as [gender] responses, the 8 response should be disregarded and the client should be reported in row 21.

See Reporting counts of clients by element by household type for additional column instructions.

## Q10d: Gender by Age Ranges

**Report Relevance:** ESG CAPER

**Changes from FY 2023:** Updated column header "Age 25-61" with Age "25-64" and updated column header "Age 62 and over" with "Age 65+". Updated/modified all rows to allow for different genders and combination of all persons and different age ranges in columns.

Updated/modified all programming instructions to reflect new changes. Field No 3.06 Relevant values updated to include "2" and "3".

| | A | B | C | D | E | F | G | H | Z |
|---|---|---|---|---|---|---|---|---|---|
| 1 | | Total | Under Age 18 | Age 18-24 | Age 25-64 | Age 65+ | Client Doesn't Know/Prefers Not to Answer | Data Not Collected | Data Standards Response options |
| 2 | Woman | | | | | | | | 0 alone |
| 3 | Man | | | | | | | | 1 alone |
| 4 | Culturally Specific Identity | | | | | | | | 2 alone |
| 5 | Transgender | | | | | | | | 5 alone |
| 6 | Non-Binary | | | | | | | | 4 alone |
| 7 | Questioning | | | | | | | | 6 alone |
| 8 | Different Identity | | | | | | | | 3 alone |
| 9 | Woman/Man | | | | | | | | 0 & 1 |
| 10 | Woman/Culturally Specific Identity | | | | | | | | 0 & 2 |
| 11 | Woman/Transgender | | | | | | | | 0 & 5 |
| 12 | Woman/Non-Binary | | | | | | | | 0 & 4 |
| 13 | Woman/Questioning | | | | | | | | 0 & 6 |
| 14 | Woman/Different Identity | | | | | | | | 0 & 3 |
| 15 | Man/Culturally Specific Identity | | | | | | | | 1 & 2 |
| 16 | Man/Transgender | | | | | | | | 1 & 5 |

| | A | B | C | D | E | F | G | H | Z |
|---|---|---|---|---|---|---|---|---|---|
| 1 | | **Total** | **Under Age 18** | **Age 18-24** | **Age 25-64** | **Age 65+** | **Client Doesn't Know/Prefers Not to Answer** | **Data Not Collected** | **Data Standards Response options** |
| 17 | Man/Non-Binary | | | | | | | | 1 & 4 |
| 18 | Man/Questioning | | | | | | | | 1 & 6 |
| 19 | Man/Different Identity | | | | | | | | 1 & 3 |
| 20 | Culturally Specific Identity/Transgender | | | | | | | | 2 & 5 |
| 21 | Culturally Specific Identity/Non-Binary | | | | | | | | 2 & 4 |
| 22 | Culturally Specific Identity/Questioning | | | | | | | | 2 & 6 |
| 23 | Culturally Specific Identity/Different Identity | | | | | | | | 2 & 3 |
| 24 | Transgender/Non-Binary | | | | | | | | 5 & 4 |
| 25 | Transgender/Questioning | | | | | | | | 5 & 6 |
| 26 | Transgender/Different Identity | | | | | | | | 5 & 3 |
| 27 | Non-Binary/Questioning | | | | | | | | 4 & 6 |
| 28 | Non-Binary/Different Identity | | | | | | | | 4 & 3 |
| 29 | Questioning/Different Identity | | | | | | | | 6 & 3 |
| 30 | More than 2 Gender Identities Selected | | | | | | | | 3 or more of 0, 1, 2, 3, 4, 5, or 6 |
| 31 | Client Doesn't Know/Prefers Not to Answer | | | | | | | | 8 or 9 |
| 32 | Data Not Collected | | | | | | | | 99 |
| 33 | **Total** | | | | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 3.06 | Gender | 0, 1, 2, 3, 4, 5, 6, 8, 9, 99 |

**Universe:** Active clients in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Household Types; Unduplicated Household Counts; and Unduplicated Client Counts by Household Type.

**Programming Instructions:**

1. Columns C-F represent different age groups.
2. Rows 2-32 represent different gender types and response categories for "Client Doesn't Know," "Prefers Not to Answer," and "Data Not Collected"
3. Each client must be reported on one and only one row.
4. Use column Z in Q10a to determine the applicable row for each client.

## Q11: Age

**Report Relevance:** COC APR and ESG CAPER

**Changes from APR FY 2023:** Row A9 and A10 have new age ranges. Replaced row header "Client Doesn't Know/ Client Refused" with "Client Doesn't Know/ Prefers Not to Answer"

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** |
| 2 | Under 5 | | | | | |
| 3 | 5-12 | | | | | |
| 4 | 13-17 | | | | | |
| 5 | 18-24 | | | | | |
| 6 | 25-34 | | | | | |
| 7 | 35-44 | | | | | |
| 8 | 45-54 | | | | | |
| 9 | 55-64 | | | | | |
| 10 | 65+ | | | | | |

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type |
| 11 | Client Doesn't Know/Prefers Not to Answer | | | | | |
| 12 | Data Not Collected | | | | | |
| 13 | **Total** | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |

**Universe:** Active clients in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Household Types; Unduplicated Household Counts; and Unduplicated Client Counts by Household Type.

**Programming Instructions:**

Report the distinct counts of clients by age bracket and household type. See Reporting counts of clients by element by household type for column instructions.

## Q12: Race and Ethnicity

**Report Relevance:** COC APR and ESG CAPER

**Changes from APR FY 2023** Combined Q12a and Q12b into Q12 and updated/modified all rows to allow for different races, ethnicities, and combination of all persons. Field No 3.04 Relevant Data values updated to include "6" and "7". Updated/modified all programming instructions to reflect new changes.

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 2 | American Indian, Alaska Native, or Indigenous | | | | | | 1 |
| 3 | Asian or Asian American | | | | | | 2 |
| 4 | Black, African American, or African | | | | | | 3 |
| 5 | Hispanic/Latina/e/o | | | | | | 6 |
| 6 | Middle Eastern or North African | | | | | | 7 |
| 7 | Native Hawaiian or Pacific Islander | | | | | | 4 |

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 8 | White | | | | | | 5 |
| 9 | Asian or Asian American & American Indian, Alaska Native, or Indigenous | | | | | | 2 & 1 |
| 10 | Black, African American, or African & American Indian, Alaska Native, or Indigenous | | | | | | 3 & 1 |
| 11 | Hispanic/Latina/e/o & American Indian, Alaska Native, or Indigenous | | | | | | 6 & 1 |
| 12 | Middle Eastern or North African & American Indian, Alaska Native, or Indigenous | | | | | | 7 & 1 |
| 13 | Native Hawaiian or Pacific Islander & American Indian, Alaska Native, or Indigenous | | | | | | 4 & 1 |
| 14 | White & American Indian, Alaska Native, or Indigenous | | | | | | 5 & 1 |
| 15 | Black, African American, or African & Asian or Asian American | | | | | | 3 & 2 |
| 16 | Hispanic/Latina/e/o & Asian or Asian American | | | | | | 6 & 2 |
| 17 | Middle Eastern or North African & Asian or Asian American | | | | | | 7 & 2 |
| 18 | Native Hawaiian or Pacific Islander & Asian or Asian American | | | | | | 4 & 2 |
| 19 | White & Asian or Asian American | | | | | | 5 & 2 |
| 20 | Hispanic/Latina/e/o & Black, African American, or African | | | | | | 6 & 3 |
| 21 | Middle Eastern or North African & Black, African American, or African | | | | | | 7 & 3 |
| 22 | Native Hawaiian or Pacific Islander & Black, African American, or African | | | | | | 4 & 3 |
| 23 | White & Black, African American, or African | | | | | | 5 & 3 |

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 24 | Middle Eastern or North African & Hispanic/Latina/e/o | | | | | | 7 & 6 |
| 25 | Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o | | | | | | 4 & 6 |
| 26 | White & Hispanic/Latina/e/o | | | | | | 5 & 6 |
| 27 | Native Hawaiian or Pacific Islander & Middle Eastern or North African | | | | | | 4 & 7 |
| 28 | White & Middle Eastern or North African | | | | | | 5 & 7 |
| 29 | White & Native Hawaiian or Pacific Islander | | | | | | 5 & 4 |
| 30 | Multiracial – more than 2 races/ethnicity, with one being Hispanic/Latina/e/o | | | | | | 6 & two or more of 1, 2, 3, 4, 5, or 7 |
| 31 | Multiracial – more than 2 races, where no option is Hispanic/Latina/e/o | | | | | | Three or more of 1, 2, 3, 4, 5, or 7 |
| 32 | Client Doesn’t Know/Prefers Not to Answer | | | | | | 8 or 9 |
| 33 | Data Not Collected | | | | | | 99 |
| 34 | **Total** | | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 3.04 | Race | 1, 2, 3, 4, 5, 6, 7, 8, 9, 99 |

**Universe:** Active clients in the report date range

***HMIS Reporting Glossary* Reference**: Active Clients; Date of Birth/Age; Household Types; Unduplicated Household Counts; and Unduplicated Client Counts by Household Type.

**Programming Instructions:**

Report the distinct counts of clients by race and household type. See Reporting counts of clients by element by household type for column instructions.

1. Each client must be reported on one and only one row
2. Use column Z to determine on which row to report a client.
    a. Rows 2 through 8 and 32 represent records with only one response option selected.
    b. Rows 9 through 29 represent records with two response options (all combinations have been provided). Select each person where distinct count [race] > 1 and [race] in (1, 2, 3, 4, 5,6,7).
    c. Row 30 indicates at least 3 response options were identified and one of which is Hispanic/Latina/e/o (6)
    d. Row 31 indicates at least 3 response options were identified none of which is Hispanic/Latina/e/o (6)
3. As specified in the Data Standards, responses 8, 9 and 99 are only valid when no other response is indicated. If they are present with other responses, they should be ignored for the purposes of categorizing a client. For instance, if a client has 2, 4, and 8 selected as [race] responses, the 8 response should be disregarded and the client should be reported in row 18.

## Q13: Physical and Mental Health Conditions

### Q13a1: Physical and Mental Health Conditions at Start

### Q13b1: Physical and Mental Health Conditions at Exit

### Q13c1: Physical and Mental Health Conditions for Stayers

**Report Relevance:** CoC APR and ESG CAPER

**Changes from FY 2023:** None

| | A | B | C | D | E | F | G | Z |
|---|---|---|---|---|---|---|---|---|
| 1 | | **Total Persons** | **Without Children** | **Adults in HH with Children & Adults** | **Children in HH with Children & Adults** | **With Only Children** | **Unknown Household Type** | **Data Standards Response options** |
| 2 | Mental Health Disorder | | | | | | | 1 |
| 3 | Alcohol Use Disorder | | | | | | | 1 |
| 4 | Drug Use Disorder | | | | | | | 2 |
| 5 | Both Alcohol and Drug Use Disorders | | | | | | | 3 |
| 6 | Chronic Health Condition | | | | | | | 1 |
| 7 | HIV/AIDS | | | | | | | 1 |

| | A | B | C | D | E | F | G | Z |
|---|---|---|---|---|---|---|---|---|
| 1 | | **Total Persons** | **Without Children** | **Adults in HH with Children & Adults** | **Children in HH with Children & Adults** | **With Only Children** | **Unknown Household Type** | **Data Standards Response options** |
| 8 | Developmental Disability | | | | | | | 1 |
| 9 | Physical Disability | | | | | | | 1 |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 4.05 | Physical Disability | 1 |
| 4.06 | Developmental Disability | 1 |
| 4.07 | Chronic Health Condition | 1 |
| 4.08 | HIV/AIDS | 1 |
| 4.09 | Mental Health Disorder | 1 |
| 4.10 | Substance Use Disorder | 1, 2, 3 |

**Universe:** Active clients in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Household Types; Unduplicated Household Counts; and Unduplicated Client Counts by Household Type.

**Programming Instructions:** Report on the distinct counts of clients by Special Need

1. In 13a1 - based on the record from project start ([data collection stage] = 1) from their latest project stay.
2. In 13b1 - based on the record from project exit ([data collection stage] = 3) from their latest project stay.
3. In 13c1 - based on the record from their latest data available, regardless of [data collection stage], where the [information date] <= [report end date].
4. Report clients according to each special need listed only when there is a definite "yes" indicator in the field (value = 1, 2 or 3). Values of null, 8, 9, or 99 are completely ignored.
5. See Reporting counts of clients by element by household type for column instructions. For Households with Children and Adults:
   a. Report all adults in the household in column D.
   b. Report children in column E.
   c. Report other household members with an unknown age who are in that household type in column G.

## Q13a2: Number of Conditions at Start

## Q13b2: Number of Conditions at Exit

## Q13c2: Number of Conditions for Stayers

**Report Relevance:** COC APR

**Changes from APR FY 2023:** Replaced row header "Client Doesn't Know/Client Refused" with "Client Doesn't Know/Prefers Not to Answer"

| | A | B | C | D | E | F | G |
|---|---|---|---|---|---|---|---|
| 1 | | **Total Persons** | **Without Children** | **Adults in HH with Children & Adults** | **Children in HH with Children & Adults** | **With Only Children** | **Unknown Household Type** |
| 2 | None | | | | | | |
| 3 | 1 Condition | | | | | | |
| 4 | 2 Conditions | | | | | | |
| 5 | 3+ Conditions | | | | | | |
| 6 | Condition Unknown | | | | | | |
| 7 | Client Doesn't Know/ Prefers Not to Answer | | | | | | |
| 8 | Data Not Collected | | | | | | |
| 9 | **Total** | | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 3.08 | Disabling Condition | 0, 1, 8, 9, 99 |
| 4.05 | Physical Disability | 1 |
| 4.06 | Developmental Disability | 1 |
| 4.07 | Chronic Health Condition | 1 |
| 4.08 | HIV/AIDS | 1 |
| 4.09 | Mental Health Disorder | 1 |
| 4.10 | Substance Use Disorder | 1, 2, 3 |

**Universe:** Active clients in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Household Types; Unduplicated Household Counts and Unduplicated Client Counts by Household Type

**Programming Instructions:**

Report on the total number of conditions each client has

1. In 13a2 - based on the record from project start ([data collection stage] = 1) from their latest project stay.
2. In 13b2 - based on the record from project exit ([data collection stage] = 3) from their latest project stay.
3. In 13c2 - based on the record from their latest data available ([data collection stage] = 5, 2 or 1), where the [information date] <= [report end date].
4. Report each client on lines 3 through 5 according to the number of affirmative responses ("yes" or "1") in elements 4.05, 4.06, 4.07, 4.08, 4.09, and 4.10 recorded at the relevant data collection stage as described above. For element 4.10, a response of 1 ("Alcohol Use Disorder") or 2 ("Drug Use Disorder") counts as 1 condition. A response of 3 ("Both alcohol and drug use disorders") counts as 2 conditions.
5. For records where the responses to elements 4.05, 4.06, 4.07, 4.08, 4.09, and 4.10 are all 0, 8, 9, or 99, use [disabling condition] to report the client on line 2 (response = 0), 6 (response = 1), 7 (response = 8 or 9), or 8 (response = 99 or null). Do not use [disabling condition] otherwise.
6. See Reporting counts of clients by element by household type for column instructions. For Households with Children and Adults:
    a. Report all adults in the household in column D
    b. Report children in column E
    c. Report other household members with an unknown age who are in that household type in column G.

# Q14: Domestic Violence, Sexual Assault, Dating Violence, Stalking, or Human Trafficking

## Q14a: History of Domestic Violence, Sexual Assault, Dating Violence, Stalking, or Human Trafficking

**Report Relevance:** COC APR and ESG CAPER

**Changes from APR FY 2023:** Replaced row header "Client Doesn't Know/Client Refused" with "Client Doesn't Know/Prefers Not to Answer". Field No 4.11.2 updated from "Domestic Violence" to "Survivor of Domestic Violence".

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** | **Data Standards Response options** |
| 2 | Yes | | | | | | 1 |
| 3 | No | | | | | | 0 |
| 4 | Client Doesn't Know/Prefers Not to Answer | | | | | | 8 or 9 |
| 5 | Data Not Collected | | | | | | 99 |
| 6 | **Total** | | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 4.11.2 | Survivor of Domestic Violence | All |

**Universe:** Adults and heads of household active in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Household Types; Unduplicated Household Counts; and Unduplicated Client Counts by Household Type.

**Programming Instructions:** Report the distinct counts of heads of households and adult history of domestic violence. See Reporting counts of clients by element by household type for column instructions. Use the latest [domestic violence] from the latest project stay for each client where the [information date] <= [report end date].

## Q14b: Most recent experience of domestic violence, sexual assault, dating violence, stalking, or human trafficking

**Report Relevance:** COC APR and ESG CAPER

**Changes from APR FY 2023:** Replaced row header "Client Doesn't Know/Client Refused" with "Client Doesn't Know/Prefers Not to Answer". Field No 4.11.2 updated from "Domestic Violence" to "Survivor of Domestic Violence". Field No 4.11.2B updated to 4.11.2A and updated from "Domestic Violence Victim/Survivor (Fleeing)" to "Survivor of Domestic Violence (When experience occurred)".

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** | **Data Standards Response options** |
| 2 | Within the past three months | | | | | | 1 |
| 3 | Three to six months ago | | | | | | 2 |
| 4 | Six months to one year | | | | | | 3 |
| 5 | One year ago, or more | | | | | | 4 |
| 6 | Client Doesn't Know/Prefers Not to Answer | | | | | | 8 or 9 |
| 7 | Data Not Collected | | | | | | 99 |
| 8 | **Total** | | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 4.11.2 | Survivor of Domestic Violence | 1 |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 4.11.2A | Survivor of Domestic Violence (When experience occurred) | All |

**Universe:** Heads of household and adults who reported “yes” (1) to Domestic Violence History.

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth / Age; Household Types; Unduplicated Household Counts; and Unduplicated Client Counts by Household Type.

**Programming Instructions:** Of heads of household and adults who reported “yes” (1) to Domestic Violence History, report each client according to the response to Survivor of Domestic Violence (When experience occurred). See Reporting counts of clients by element by household type for column instructions. Use the latest [domestic violence] from the latest project stay for each client where the [information date] <= [report end date].

## Q15: Living Situation

**Report Relevance:** COC APR and ESG CAPER

**Changes from APR FY 2023:** Completely redone question and response options reordering responses like Data Standards

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 2 | **Homeless Situations** | | | | | | |
| 3 | Place not meant for habitation | | | | | | 116 |
| 4 | Emergency shelter, including hotel or motel paid for with emergency shelter voucher, Host Home shelter | | | | | | 101 |
| 5 | Safe Haven | | | | | | 118 |
| 6 | **Subtotal** | | | | | | |
| 7 | **Institutional Situations** | | | | | | |
| 8 | Foster care home or foster care group home | | | | | | 215 |
| 9 | Hospital or other residential non-psychiatric medical facility | | | | | | 206 |
| 10 | Jail, prison, or juvenile detention facility | | | | | | 207 |
| 11 | Long-term care facility or nursing home | | | | | | 225 |
| 12 | Psychiatric hospital or other psychiatric facility | | | | | | 204 |
| 13 | Substance abuse treatment facility or detox center | | | | | | 205 |
| 14 | **Subtotal** | | | | | | |
| 15 | **Temporary Situations** | | | | | | |
| 16 | Transitional housing for homeless persons (including homeless youth) | | | | | | 302 |
| 17 | Residential project or halfway house with no homeless criteria | | | | | | 329 |
| 18 | Hotel or motel paid for without emergency shelter voucher | | | | | | 314 |

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 19 | Host Home (non-crisis) | | | | | | 332 |
| 20 | Staying or living in a friend's room, apartment, or house | | | | | | 336 |
| 21 | Staying or living in a family member's room, apartment, or house | | | | | | 335 |
| 22 | **Subtotal** | | | | | | |
| 23 | **Permanent Situations** | | | | | | |
| 24 | Rental by client, no ongoing housing subsidy | | | | | | 410 |
| 25 | Rental by client, with ongoing housing subsidy | | | | | | 435 |
| 26 | Owned by client, with ongoing housing subsidy | | | | | | 421 |
| 27 | Owned by client, no ongoing housing subsidy | | | | | | 411 |
| 28 | **Subtotal** | | | | | | |
| 29 | Client Doesn't Know/Prefers Not to Answer | | | | | | 8 or 9 |
| 30 | Data Not Collected | | | | | | 99 |
| 31 | **Subtotal** | | | | | | |
| 32 | **TOTAL** | | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 3.917 | Prior Living Situation | all |

**Universe:** Adults and heads of household active in the report date range.

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Household Types; Unduplicated Household Counts; and Unduplicated Client Counts by Household Type.

**Programming Instructions:** Report the distinct counts of adults and unaccompanied children by their living situation at project start.

See **Reporting counts of clients by element by household type** for column instructions.

## Q16: Cash Income - Ranges

**Report Relevance:** COC APR and ESG CAPER

**Changes from APR FY 2023:** Replaced row header "Client Doesn't Know/ Client Refused" with "Client Doesn't Know/Prefers Not To Answer

| | A | B | C | D |
|---|---|---|---|---|
| 1 | | Income at Start | Income at Latest Annual Assessment for Stayers | Income at Exit for Leavers |
| 2 | No Income | | | |
| 3 | $1 - $150 | | | |
| 4 | $151 - $250 | | | |
| 5 | $251 - $500 | | | |
| 6 | $501 - $1,000 | | | |
| 7 | $1,001 - $1,500 | | | |
| 8 | $1,501 - $2,000 | | | |
| 9 | $2,001+ | | | |
| 10 | Client Doesn't Know/Prefers Not to Answer | | | |
| 11 | Data Not Collected | | | |
| 12 | Number of adult stayers not yet required to have an annual assessment | | | |
| 13 | Number of adult stayers without required annual assessment | | | |
| 14 | Total Adults | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| **2.02.6** | Project Type | All projects |
| **4.02** | Income and Sources | Earned Income and all other sources |

**Universe:** Active adults in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth / Age; Project Stayers; Project Leavers

**Programming Instructions:**

1. Report using data from each adult's latest project stay in the [report date range].

2. Rows 2 through 9 report clients according to [total income] based on the client's record at start (column B), annual assessment (column C) or at exit (column D). Refer to "Determining Total Income Determining Total and Earned Income" in the *HMIS Reporting Glossary* to calculate [total income] for this question.
3. Column B (Income at Start)
   a. For each active adult, determine the Income and Sources record with a [data collection stage] of project start (1) attached to the selected project stay where the [information date] of the record = [project start date].
   b. If [total income] is null and [income from any source] = 8 or 9, report the client in cell B10.
   c. If [total income] is null and [income from any source] = 99 or the record is completely missing, report the client in cell B11.
   d. Report the total number of active adults in cell B14.
4. Column C (Income at Latest Annual Assessment for Stayers)
   a. All project stayers regardless of length of stay must be reported one time in rows 2 through 13 of column C as well as in C14.
   b. Refer to Determining a Client's Relevant Annual Assessment to know if a stayer is required to have an annual assessment, and if so whether or not the relevant record is available.
   c. If the client has the required annual assessment, report the client on row 2 through 11 relative to the [total income] and [income from any source] on that annual assessment.
   d. If the stayer is not yet required to have an annual assessment, report the client in cell C12.
   e. If the stayer is required to have an annual assessment but the necessary record is completely missing, report the client in cell C13.
5. Column D (Income at Exit)
   a. For each adult leaver, determine the Income and Sources record with a [data collection stage] of project exit (3) attached to the selected project stay where the [information date] of the record = [project exit date].
   b. If [total income] is null and [income from any source] = 8 or 9, report the client in cell D10.
   c. If [total income] is null and [income from any source] = 99 or the record is completely missing, report the client in cell D11.
   d. Report the total number of adult leavers in cell D14.

## Q17: Cash Income - Sources

**Report Relevance:** COC APR and ESG CAPER

**Changes from FY 2023:** None

| | A | B | C | D |
|---|---|---|---|---|
| 1 | | **Income at Start** | **Income at Latest Annual Assessment for Stayers** | **Income at Exit for Leavers** |
| 2 | Earned Income | | | |
| 3 | Unemployment Insurance | | | |
| 4 | Supplemental Security Income (SSI) | | | |
| 5 | Social Security Disability Insurance (SSDI) | | | |
| 6 | VA Service-Connected Disability Compensation | | | |
| 7 | VA Non-Service Connected Disability Pension | | | |
| 8 | Private Disability Insurance | | | |
| 9 | Worker's Compensation | | | |
| 10 | Temporary Assistance for Needy Families (TANF) | | | |
| 11 | General Assistance (GA) | | | |
| 12 | Retirement Income from Social Security | | | |
| 13 | Pension or retirement income from a former job | | | |
| 14 | Child Support | | | |
| 15 | Alimony and other spousal support | | | |
| 16 | Other Source | | | |
| 17 | Adults with Income Information at Start and Annual Assessment/Exit | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 4.02 | Income and Sources | Earned Income and all other sources |

**Universe:** Active Adults in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Project Leavers; Project Stayers

**Programming Instructions:**

1. Report using data from each adult's latest project stay in the [report date range].
2. Rows 2 through 16 report clients according to income sources indicated as "yes" (1) on the client's record at start (column B), annual assessment (column C) or at exit (column D).
3. Column B (Income at Start)
   a. For each active adult, determine the Income and Sources record with a [data collection stage] of project start (1) attached to the selected project stay where the [information date] of the record = [project start date].
   b. Report the adult as having the income source if the record indicates "yes" (1) to that source.
4. Column C (Income at Latest Annual Assessment for Stayers)
   a. Refer to Determining a Client's Relevant Annual Assessment to know if a stayer is required to have an annual assessment, and if so whether or not the relevant record is available.
   b. If the stayer has the required annual assessment,
      i. Report the adult on row 2 through 16 according to any income sources indicated as "yes" (1) on that annual assessment.
      ii. If the [income from any source] element (4.02.2) on the annual assessment AND the [income from any source] on the income record from project start are both 0 or 1 (i.e. income data is known for both data points, even if it is known to be zero), report the client in C17. If either or both of the [income and sources] records are completely missing, or the [income from any source] field on either record is 8, 9, 99, or missing, do not count the client in cell C17.
   c. If the stayer is not yet required to have an annual assessment, do not report that client in this question.
5. Column D (Income at Exit)
   a. For each adult leaver, determine the Income and Sources record with a [data collection stage] of project exit (3) attached to the selected project stay where the [information date] of the record = [project exit date].
   b. If the leaver has the required record,
      i. Report the adult on row 2 through 16 according to any income sources indicated as "yes" (1) on that record.
      ii. If the [income from any source] element (4.02.2) on the income record at exit AND the [income from any source] on the income record from project start are both 0 or 1 (i.e. income data is known for both data points, even if it is known to be zero), report the client in D17. If either or both of the [income and sources] records are completely missing, or the [income from any source] field on either record is 8, 9, 99, or missing, do not count the client in cell D17.
6. Clients reported in cells C17 and D17 – those with two usable data points for income comparisons – are the universe of clients for questions 19a1 and 19a2.

## Q18: Client Cash Income Category - Earned/Other Income Category - by Start and Annual Assessment/Exit Status

**Report Relevance:** COC APR

**Changes from APR FY 2023:** Replaced row header “Client Doesn’t Know/Client Refused” with “Client Doesn’t Know/Prefers Not to Answer”. Programming instructions updated the Glossary reference on line 9 and 10 and updated the universe of clients reference on line 17.

| | A | B | C | D |
|---|---|---|---|---|
| 1 | | **Number of Adults at Start** | **Number of Adults at Annual Assessment (Stayers)** | **Number of Adults at Exit (Leavers)** |
| 2 | Adults with Only Earned Income (i.e., Employment Income) | | | |
| 3 | Adults with Only Other Income | | | |
| 4 | Adults with Both Earned and Other Income | | | |
| 5 | Adults with No Income | | | |
| 6 | Adults with Client Doesn’t Know/Prefers Not to Answer Income Information | | | |
| 7 | Adults with Missing Income Information | | | |
| 8 | Number of adult stayers not yet required to have an annual assessment | | | |
| 9 | Number of adult stayers without required annual assessment | | | |
| 10 | **Total Adults** | | | |
| 11 | 1 or more source of income | | | |
| 12 | Adults with Income Information at Start and Annual Assessment/Exit | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 4.02 | Income and Sources | Earned Income and all other sources |

**Universe:** Active adults in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Project Leavers; Project Stayers

**Programming Instructions:**

1. Report using data from each adult’s latest project stay in the [report date range].
2. The [total income] on a specific Income and Sources record is required to determine “other income”. Refer to “Determining Total and Earned Income” in the *HMIS Reporting Glossary* to calculate [total income] for this question.

3. “Earned income” reports on adults with earned income at start, annual assessment, or exit as appropriate to the column, with an associated dollar amount > $0.00. If the response to [earned income] is ‘Yes’ but no amount is recorded in element 4.02.3.A, do not report the person as having earned income.
4. “Other income” reports on adults with [other income] = [total income] minus [earned income]. If the response to [earned income] is ‘Yes’ but no amount is recorded, or if the person has a total monthly income without any specific sources and dollars for those sources specified, assume that [total income] is *entirely* “other income”.
5. **Adults with Only Earned Income (row 2)** = A count of all adults with only [earned income] > $0 and no [other income].
6. **Adults with Only Other Income (row 3)** = A count of all adults with [other income] > $0 and who have no [earned income].
7. **Adults with Both Earned Income and Other Income (row 4)** = A count of all adults with both [earned income] and [other income], both greater than zero.
8. **Adults with No Income (row 5)** = a count of all adults with [total income] of $0.00.
9. **Adults with Doesn’t Know/Prefers Not to Answer Income Information (row 6)** = a count of all adults who did not know or preferred not to disclose their income, as calculated using “Determining Total and Earned Income” in the *HMIS Reporting Glossary* .
10. **Adults with Missing Income Information (row 7)** = a count of all adults who have a missing [total income] as calculated using “Determining Total and Earned Income” in the *HMIS Reporting Glossary* or, for columns B and D, whose relevant Income and Sources record is completely missing. Stayers whose annual assessment is completely missing are reported in row 9.
11. **Number of adult stayers not yet required to have an annual assessment (row 8)** and **Number of adult stayers without required annual assessment (row 9)** – see #15 below.
12. **Total adults (row 10)** = the total number of adults active during the [report date range]. Note that the total adults in Number of adults at start column should be equal to the total adults in the Number of adults at annual assessment column plus the Number of adults at exit column.
13. **1 or more source of Income (row 11)** = A count of all adults with a [total income] amount > $0.00.
14. Column B (Number of Adults at Start)
    a. For each active adult use the Income and Sources record with a [data collection stage] of project start (1) attached to the selected project stay where the [information date] of the record = [project start date].
    b. Report the adult on rows 2 through 7 and 11 according to the above instructions using data from that record.
    c. Report all active adults in cell B10.
15. Column C (Number of Adults at Annual Assessment (Stayers))
    a. Refer to Determining a Client’s Relevant Annual Assessment to know if a stayer is required to have an annual assessment, and if so whether or not the relevant record is available.
    b. If the stayer has the required annual assessment,
        i) Report the adult on rows 2 through 7 and 11 according to the above instructions using data from that annual assessment.
        ii) Also report the client in cell C12 if the same client has an income record from project start.

c. If the stayer is not yet required to have an annual assessment, report the client in cell C8.

d. If the stayer is completely missing the annual assessment record, report the client in cell C9.

e. Report all stayers in cell C10 regardless of length of stay and presence of the required annual assessment.

16. Column D (Number of Adults at Exit (Leavers))

a. For each adult leaver, determine the Income and Sources record with a [data collection stage] of project exit (3) attached to the selected project stay where the [information date] of the record = [project exit date].

b. If the leaver has the required record,

i) Report the adult on rows 2 through 7 and 11 according to the above instructions using data from that record.

ii) Also report the client in cell D12 if the same client has an income record from project start.

c. Report all leavers in cell D10.

17. Clients reported in cells C12 and D12 – those with two usable data points for income comparisons – are the universe of clients for questions 19a1 and 19a2

## Q19: Cash Income – Changes over Time

### Q19a1: Client Cash Income Change - Income Source - by Start and Latest Status

### Q19a2: Client Cash Income Change - Income Source - by Start and Exit

**Report Relevance:** COC APR

**Changes from FY 2023:** Q19a2 programming instructions updated the Glossary reference for line a.

| | A | B | C | D | E | F | G | H | I | J |
|---|---|---|---|---|---|---|---|---|---|---|
| 1 | **Income Change by Income Category (Universe: Adult Stayers with Income Information at Start and Annual Assessment)** | **Had Income Category at Start and Did Not Have It at Annual Assessment** | **Retained Income Category But Had Less $ at Annual Assessment Than at Start** | **Retained Income Category and Same $ at Annual Assessment as at Start** | **Retained Income Category and Increased $ at Annual Assessment** | **Did Not Have the Income Category at Start and Gained the Income Category at Annual Assessment** | **Did Not Have the Income Category at Start or at Annual Assessment** | **Total Adults (including those with No Income)** | **Performance Measure: Adults who Gained or Increased Income from Start to Annual Assessment, Average Gain** | **Performance measure: Percent of persons who accomplished this measure** |
| 2 | Number of Adults with Earned Income (i.e., Employment Income) | | | | | | | | # | =I2/H2 |

| | A | B | C | D | E | F | G | H | I | J |
|---|---|---|---|---|---|---|---|---|---|---|
| 1 | **Income Change by Income Category (Universe: Adult Stayers with Income Information at Start and Annual Assessment)** | **Had Income Category at Start and Did Not Have It at Annual Assessment** | **Retained Income Category But Had Less $ at Annual Assessment Than at Start** | **Retained Income Category and Same $ at Annual Assessment as at Start** | **Retained Income Category and Increased $ at Annual Assessment** | **Did Not Have the Income Category at Start and Gained the Income Category at Annual Assessment** | **Did Not Have the Income Category at Start or at Annual Assessment** | **Total Adults (including those with No Income)** | **Performance Measure: Adults who Gained or Increased Income from Start to Annual Assessment, Average Gain** | **Performance measure: Percent of persons who accomplished this measure** |
| 3 | Average Change in Earned Income | $ | $ | | $ | $ | | | $ | |
| 4 | Number of Adults with Other Income | | | | | | | | # | =I4/H4 |
| 5 | Average Change in Other Income | $ | $ | | $ | $ | | | $ | |
| 6 | Number of Adults with Any Income (i.e., Total Income) | | | | | | | | # | =I6/H6 |
| 7 | Average Change in Overall Income | $ | $ | | $ | $ | | $ | $ | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 4.02 | Income and Sources | Earned Income and all other sources |

**Universe:**

**Q19a1**: All adult stayers where the head of household has been in the project 365 days or more, with Income and Sources at start and at Annual Assessment

**Q19a2:** All adult leavers with Income and Sources at start and exit

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Project Leavers; Project Stayers

**Programming Information:**

**Q19a1**

1. Report using data from each adult project stayer's last project stay during the [report date range].
2. The [total income] on a specific Income and Sources record is required to determine "other income". Refer to "Determining Total and Earned Income" in the *HMIS Reporting Glossary* to calculate [total income] for this question and to Determining a Client's Relevant Annual Assessment to locate required annual assessment records. Clients with doesn't know / refusing / missing [total income] at project start OR annual assessment are completely excluded from this question.
3. "Earned income" reports on adults with earned income at start, annual assessment, or exit as appropriate to the column, with an associated dollar amount > $0.00. If the response to [earned income] is 'Yes' but no amount is recorded, do not report the person as having earned income.
4. "Other income" reports on adults with [other income] = [total income] minus [earned income]. If the response to [earned income] is 'Yes' but no amount is recorded, or if the person has a total monthly income without any specific sources and dollars for those sources specified, assume that [total income] is *entirely* "other income".
5. "Change in Income" is computed by subtracting the amount of monthly income reported on the assessment at project start from the monthly income reported at annual assessment. For the columns B and C this should result in negative responses. For columns E and F this should result in positive responses.
6. Description of rows
   a. **Number of Adults with Earned Income (row 2)** counts adult stayers with earned income at program start, annual assessment, or both, as appropriate to the column.
   b. **Average Change in Earned Income (row 3)** is calculated by dividing the sum of all changes in Earned income for adult stayers in that column by the total number of adult stayers with earned income who are reported in that column. For example, if under "Retained Income Category and Increased $ at Annual Assessment" there is one adult stayer who gained $200.00 in earned income and one other adult stayer who gained $400.00 in earned income within the date range, the two increases are added together ($600.00) and divided by the number of clients in that category (2) for an average change of $300.00.
   c. **Number of Adults with Other Income (row 4)** counts adult stayers according to other income recorded at program start, annual assessment, or both, as appropriate to the column.
   d. **Average Change in Other Income (row 5)** is calculated by dividing the sum of all changes in other income for adult stayers in that column by the total number of adult stayers with other income who are reported in that column. For example, if under "Retained Income Category and Increased $ at Annual Assessment" there is one adult stayer who gained $200.00 in other income and another adult stayer who gained $400.00 in other income within the date range, the two increases are added together ($600.00) and divided by the number of clients in that category (2), for an average change of $300.00.
   e. **Number of Adults with Any Income (row 6)** counts adult stayers according to total monthly income recorded at program start, annual assessment, or both, as appropriate to the column.

f. **Average Change in Overall Income (row 7)** is calculated by dividing the sum of all total monthly changes in any income for adult stayers in that column by the total number of adult stayers who are reported in that column. Because the calculation for overall change of income can include changes in earned income as well as other income, it is possible that a person counted in one column for earned or other income may appear in a different column for any or overall income. For example, suppose under “had income category at start and increased income at annual assessment” there is one adult stayer who gained $200.00 in other income and another adult stayer who gained $400.00 in other income within the date range. The average change in other income for these two stayers would be $300.00. As long as this is the only income reported for these two clients, they would also appear in the Number of Adults with Any Income and Average Change in Overall Income for “had income category at start and increased income at annual assessment.” However, if these two clients also had earned income upon program start, and both clients lost $500.00 each in earned income at annual assessment, then both clients would end up under the “Retained income category but had less income at annual assessment than at start” for Number of Adults with Any Income and Average Change in Overall Income because their total income losses exceed their other income increases.

7. Description of columns

   a. **Had Income Category at Start and Did Not Have It at Annual Assessment (column B)** counts adult stayers who had > $0.00 in the Income and Sources category at project start and $0.00 in the Income and Sources category at Annual assessment.

   b. **Retained Income Category but Had Less $ at Annual Assessment than at Start (column C)** counts adult stayers who had > $0.00 in Income and Sources category at project start and at Annual assessment had < the dollar amount at project start, but still > $0.00.

   c. **Retained Income Category and Same $ at Annual Assessment as at Start (column D)** counts adult stayers for whom the dollar amount recorded in the Income and Sources category at project start is > $0.00 and = the dollar amount recorded in the Income and Sources category at Annual assessment.

   d. **Retained Income Category and Increased $ at Annual Assessment (column E)** counts adult stayers who had > $0.00 in the Income and Sources category at project start and at Annual assessment had > the dollar amount at project start.

   e. **Did Not Have the Income Category at Start and Gained the Income Category at Annual Assessment (column F)** = counts adult stayers who had $0.00 in the Income and Sources category at project start and had > $0.00 in the Income and Sources category at Annual assessment.

   f. Did Not Have the Income Category at Start or at Annual Assessment (column G) counts adult stayers for whom the dollar amount recorded in the Income and Sources category at project start = $0.00 and the dollar amount recorded in the Income and Sources category at annual assessment also = $0.00.

   g. **Total Adults -including those with $0.00 income (column H)** = the total number of adult stayers with Income and Sources records both at project start and at annual assessment, i.e. the total universe of clients for this question.

   h. **Performance Measures: Adults who Gained or Increased Income from Start to Annual Assessment, Average Gain (column I)** = the number of adult stayers with an Income and Sources record at Annual assessment > Income and Sources record at project start for the Income and Sources category.

   i. **Average Gain for each Income and Sources category. (Earned – A2, Other – A4, and Any – A6)** is calculated by dividing the sum of monthly changes in income for adult stayers who gained or increased income from project start to Annual assessment by the total number of adults with such a change in income.

j. **Performance measure: Percent of persons who accomplished this measure (column J**) = Adults who Gained or Increased Income (column I) / Total Adults (column h).

**Q19a2**

The programming for this question is identical to the programming for Q19a1, with the following changes:

1. This question reports on adult leavers with total monthly income >= $0.00 at project start and project exit. Adult leavers with Doesn't Know/Prefers Not to Answer or Missing income as calculated using "Determining Total and Earned Income" in the *HMIS Reporting Glossary* at project start or project exit are not included in this question.
2. Each project leaver's assessment at project exit is used in lieu of data from each client's annual assessment. Again, project leavers missing an exit assessment are not reported in this question.
3. Use the header row shown below (text changed from "Annual Assessment" to "Exit").

| | A | B | C | D | E | F | G | H | I | J |
|---|---|---|---|---|---|---|---|---|---|---|
| 1 | **Income Change by Income Category (Universe: Adult Leavers with Income Information at Start and Exit)** | **Had Income Category at Start and Did Not Have It at Exit** | **Retained Income Category But Had Less $ at Exit Than at Start** | **Retained Income Category and Same $ at Exit as at Start** | **Retained Income Category and Increased $ at Exit** | **Did Not Have the Income Category at Start and Gained the Income Category at Exit** | **Did Not Have the Income Category at Start or at Exit** | **Total Adults (including those with No Income)** | **Performance Measure: Adults who Gained or Increased Income from Start to Exit, Average Gain** | **Performance measure: Percent of persons who accomplished this measure** |

## Q19b: Disabling Conditions and Income for Adults at Exit

**Report Relevance:** COC APR and ESG CAPER

**Changes from FY 2023**: Q19b added missing rows for “Unemployment Insurance” (row 3), “VA Non-Service- Connected Disability Pension” (row 7), “General Assistance (GA)” (row 11), and “Alimony and other spousal support” (row 15).

| | A | B | C | D | E | F | G | H | I | J | K | L | M |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | **AO: Adult with Disabling Condition** | **AO: Adult without Disabling Condition** | **AO: Total Adults** | **AO: % with Disabling Condition by Source** | **AC: Adult with Disabling Condition** | **AC: Adult without Disabling Condition** | **AC: Total Adults** | **AC: % with Disabling Condition by Source** | **UK: Adult with Disabling Condition** | **UK: Adult without Disabling Condition** | **UK: Total Adults** | **UK: % with Disabling Condition by Source** |
| 2 | Earned Income | | | | | | | | | | | | |
| 3 | Unemployment Insurance | | | | | | | | | | | | |
| 4 | Supplemental Security Income (SSI) | | | | | | | | | | | | |
| 5 | Social Security Disability Insurance (SSDI) | | | | | | | | | | | | |
| 6 | VA Service-Connected Disability Compensation | | | | | | | | | | | | |
| 7 | VA Non-Service-Connected Disability Pension | | | | | | | | | | | | |
| 8 | Private Disability Insurance | | | | | | | | | | | | |
| 9 | Worker's Compensation | | | | | | | | | | | | |

| | A | B | C | D | E | F | G | H | I | J | K | L | M |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | **AO: Adult with Disabling Condition** | **AO: Adult without Disabling Condition** | **AO: Total Adults** | **AO: % with Disabling Condition by Source** | **AC: Adult with Disabling Condition** | **AC: Adult without Disabling Condition** | **AC: Total Adults** | **AC: % with Disabling Condition by Source** | **UK: Adult with Disabling Condition** | **UK: Adult without Disabling Condition** | **UK: Total Adults** | **UK: % with Disabling Condition by Source** |
| 10 | Temporary Assistance for Needy Families (TANF) | | | | | | | | | | | | |
| 11 | General Assistance (GA) | | | | | | | | | | | | |
| 12 | Retirement Income from Social Security | | | | | | | | | | | | |
| 13 | Pension or retirement income from a former job | | | | | | | | | | | | |
| 14 | Child Support | | | | | | | | | | | | |
| 15 | Alimony and other spousal support | | | | | | | | | | | | |
| 16 | Other source | | | | | | | | | | | | |
| 17 | No Sources | | | | | | | | | | | | |
| 18 | Unduplicated Total Adults | | | | | | | | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 3.08 | Disabling Condition | 0 or 1 |
| 4.02 | Income and Sources | Earned Income and all other sources |

**Universe:** Adult leavers with known income and disabling condition information

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Project Leavers

**Programming Instructions:**

1. This question reports clients according [disabling condition] at project start, [income and sources] at exit, and household type.
2. See Reporting counts of clients by element by household type for household type determination.
3. Report using data from each adult's latest project stay in the [report date range].
4. Clients missing [income and sources] at exit, or where [income from any source] (element 4.02.2) is 8, 9, or 99, or where [disabling condition] (3.08) is 8, 9, or 99 should be completely excluded from this question.
5. Report clients according to household type in the appropriate set of columns:
   a. Columns B through E = Adults Only ("AO"). Same as "Without Children" in other questions.
   b. Columns F through I = Adults and Children ("AC"). Same as "With Children and Adults" in other questions.
   c. Columns J through M = Unknown household type ("UK").
6. Report clients according to [disabling condition]:
   a. Columns B, F, and I = [disabling condition] = 1 (yes).
   b. Columns C, G, and J = [disabling condition] = 0 (no).
   c. Columns D, H and L = [disabling condition] = 0 or 1.
7. Rows 2 through 16 report clients according to income sources indicated as "yes" (1) on the client's [income and sources] at exit.
8. Row 17 reports clients who have no sources of income ( [income from any source] = 0 ).
9. Row 18 reports the total unduplicated clients from rows 2 through 17.
10. Columns E, I and M show a percentage of clients who have a disabling condition and the specific income source as a percentage of all clients with that income source. For example, cell E2 = B2 / D2.

## Q20: Non-Cash Benefits

### Q20a: Type of Non-Cash Benefit Sources

**Report Relevance:** COC APR and ESG CAPER

**Changes from FY 2023:** None

| | A | B | C | D | Z |
|---|---|---|---|---|---|
| 1 | | **Benefit at Start** | **Benefit at Latest Annual Assessment for Stayers** | **Benefit at Exit for Leavers** | **Data Standards Response options** |
| 2 | Supplemental Nutrition Assistance Program (SNAP) (Previously known as Food Stamps) | | | | 4.03.3 = 1 |
| 3 | Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) | | | | 4.03.4 = 1 |
| 4 | TANF Child Care Services | | | | 4.03.5 = 1 |
| 5 | TANF Transportation Services | | | | 4.03.6 = 1 |
| 6 | Other TANF-Funded Services | | | | 4.03.7 = 1 |
| 7 | Other Source | | | | 4.03.8 = 1 |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 4.03 | Non-Cash Benefits | Non-Cash Benefits and all other sources |

**Universe:** Active adults in the report date range, further described below.

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Project Leavers; Project Stayers

**Programming Instructions:**

1. Report using data from each adult project stayer's last project stay during the [report date range].
2. Column B (Benefit at Start)
   a. For all active adults determine the most recent Income and Sources record with a [data collection stage] of project start (1) attached to the selected project stay where the [information date] of the record = [project start date].
   b. Report the client according to specific non-cash benefit listed on each row. Clients may be reported on multiple rows in column B, but no more than one time in a single cell of column B.
3. Column C (Benefit at Latest Annual Assessment for Stayers)

c. Refer to Determining a Client's Relevant Annual Assessment to know if a stayer is required to have an annual assessment, and if so whether or not the relevant record is available.

d. If the head of household has the required annual assessment record, allow other household members who are also stayers to be included in the universe according to their most recent data even if it is not annual assessment data and regardless of their length of stay.

e. If the head of household is missing their relevant annual assessment but another household member has the annual assessment, report that household members in this question.

4. Column D (Benefit at Exit)

f. For leavers, report only heads of households who left plus other adult household members who left at the same time as the head of household. Do not include household members who left *prior* to the head of household even though that person is otherwise considered a "leaver" in other report questions.

g. For each client determine the most recent Income and Sources record with a [data collection stage] of project exit (3) attached to the selected project stay where the [information date] of the record = [project exit date].

## Q20b: Number of Non-Cash Benefit Sources

**Report Relevance:** COC APR

**Changes from APR FY 2023:** Replaced row header "Client Doesn't Know/Client Refused" with "Client Doesn't Know/Prefers Not to Answer"

| | A | B | C | D |
|---|---|---|---|---|
| 1 | | **Benefit at Start** | **Benefit at Latest Annual Assessment for Stayers** | **Benefit at Exit for Leavers** |
| 2 | No Sources | | | |
| 3 | 1 + Source(s) | | | |
| 4 | Client Doesn't Know/Prefers Not to Answer | | | |
| 5 | Data Not Collected/Not stayed long enough for Annual Assessment | | | |
| 6 | Total | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 4.03 | Non-Cash Benefits | Non-Cash Benefits and all other sources |

**Universe:** Active adults in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Project Leavers; Project Stayers

**Programming Instructions:**

1. Use the same logic for client and record selection as Q20a, but instead of reporting according to individual sources this question reports on the total number of sources for each client.
2. On row 2, report clients where all specific non-cash benefits indicate "no" or are null/blank AND where [Non-Cash Benefits from Any Source] = "no" (0).
3. On row 3, report each client that has one or more specific sources of non-cash benefits. If a specific Income and Sources record indicates [Non-Cash Benefits from Any Source] = "yes" (1), report the client on row 3 even if no other specific benefits are indicated.
4. For any remaining records not reported in rows 2 or 3, report the client in row 4 or 5 according to the response in [Non-Cash Benefits from Any Source].
5. Stayers that have not been in the project long enough to receive an Annual Assessment should be reported in row 5.

## Q21: Health Insurance

**Report Relevance:** COC APR and ESG CAPER

**Changes from APR FY 2023:** Replace row header "Veteran's Health Administration (VA Medical Services)" with "Veteran's Health Administration (VHA) , Replaced row header "Client Doesn't Know/Client Refused" with "Client Doesn't Know/Prefers Not to Answer". Programming instructions updated on line 4 to replace "Client Refused" with "Client Prefers Not to Answer".

| | A | B | C | D | Z |
|---|---|---|---|---|---|
| 1 | | At Start | At Annual Assessment for Stayers | At Exit for Leavers | Data Standards Response options |
| 2 | MEDICAID | | | | 4.04.3 = 1 |
| 3 | MEDICARE | | | | 4.04.4 = 1 |
| 4 | State Children's Health Insurance Program | | | | 4.04.5 = 1 |
| 5 | Veteran's Health Administration (VHA) | | | | 4.04.6 = 1 |
| 6 | Employer-Provided Health Insurance | | | | 4.04.7 = 1 |
| 7 | Health Insurance obtained through COBRA | | | | 4.04.8 = 1 |
| 8 | Private Pay Health Insurance | | | | 4.04.9 = 1 |
| 9 | State Health Insurance for Adults | | | | 4.04.10 = 1 |
| 10 | Indian Health Services Program | | | | 4.04.11 = 1 |
| 11 | Other | | | | 4.04.12 = 1 |
| 12 | No Health Insurance | | | | see below |
| 13 | Client Doesn't Know/Prefers Not to Answer | | | | see below |

| | A | B | C | D | Z |
|---|---|---|---|---|---|
| 1 | | At Start | At Annual Assessment for Stayers | At Exit for Leavers | Data Standards Response options |
| 14 | Data not Collected | | | | see below |
| 15 | Number of Stayers not yet Required to Have an Annual Assessment | | | | |
| 16 | 1 Source of Health Insurance | | | | see below |
| 17 | More than 1 Source of Health Insurance | | | | see below |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 4.04 | Health Insurance | Health Insurance from all sources |

**Universe:** Active clients in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Project Leavers; Project Stayers

**Programming Instructions:**

1. Report using data from each client's latest project stay in the [report date range].
2. Rows 2 through 11 report clients according to specific health insurance sources based on the client's record at start (column B), annual assessment (column C) or at exit (column D).
3. Row 12 reports clients where all specific sources of health insurance indicate "no" or are null/blank AND where [Covered by Health Insurance] is "no" (0) or "yes" (1).
4. Row 13 reports clients where all specific sources of health insurance indicate "no" or are null/blank AND where [Covered by Health Insurance] is "Client Doesn't Know" (8) or "Client Prefers Not to Answer" (9).
5. Row 14 reports clients where the relevant Health Insurance record is completely missing, or where specific sources of health insurance indicate "no" or are null/blank AND where [Covered by Health Insurance] is missing or "Data not collected" (99).
6. Row 15 reports only on stayers – see 9c below.
7. Rows 16 and 17 report clients with exactly one or more than one specific source of health insurance indicating "yes" (1). Do not include the response [Covered by Health Insurance] in the total number – this count is based exclusively around the specific sources.
8. Column B (at Start)

a. For each active client, determine the Health Insurance record with a [data collection stage] of project start (1) attached to the selected project stay where the [information date] of the record = [project start date].

b. Report the client on row 2 through 17 as described above.

9. Column C (at Latest Annual Assessment for Stayers)

a. Refer to Determining a Client's Relevant Annual Assessment to know if a stayer is required to have an annual assessment, and if so whether or not the relevant record is available.

b. If the client has the required annual assessment, report the client on row 2 through 17 as described above.

c. If the stayer is not yet required to have an annual assessment, report the client in cell C15.

d. If the stayer is required to have an annual assessment but the necessary record is completely missing, report the client in cell C14.

10. Column D (at Exit)

a. For each leaver, determine the Health Insurance record with a [data collection stage] of project exit (3) attached to the selected project stay where the [information date] of the record = [project exit date].

b. Report the client on row 2 through 17 as described above.

## Q22: Length of participation

### Q22a1: Length of Participation – CoC Projects

### Q22a2: Length of Participation – ESG Projects

**Report Relevance:** COC APR

**Changes from FY 2023:** Removed "data not collected" row

| | A | B | C | D |
|---|---|---|---|---|
| 1 | | **Total** | **Leavers** | **Stayers** |
| 2 | 30 days or less | | | |
| 3 | 31 to 60 days | | | |
| 4 | 61 to 90 days | | | |
| 5 | 91 to 180 days | | | |
| 6 | 181 to 365 days | | | |
| 7 | 366 to 730 days (1-2 Yrs) | | | |
| 8 | 731 to 1,095 days (2-3 Yrs) | | | |

| | A | B | C | D |
|---|---|---|---|---|
| 1 | | **Total** | **Leavers** | **Stayers** |
| 9 | 1,096 to 1,460 days (3-4 Yrs) | | | |
| 10 | 1,461 to 1,825 days (4-5 Yrs) | | | |
| 11 | More than 1,825 days (> 5 Yrs) | | | |
| 12 | **Total** | | | |

**Report Relevance:** ESG CAPER

**Changes from CAPER FY 2023:** Removed “data not collected” row

| | A | B | C | D |
|---|---|---|---|---|
| 1 | | **Total** | **Leavers** | **Stayers** |
| 2 | 0 to 7 days | | | |
| 3 | 8 to 14 days | | | |
| 4 | 15 to 21 days | | | |
| 5 | 22 to 30 days | | | |
| 6 | 31 to 60 days | | | |
| 7 | 61 to 90 days | | | |
| 8 | 91 to 180 days | | | |
| 9 | 181 to 365 days | | | |
| 10 | 366 to 730 days (1-2 Yrs) | | | |
| 11 | 731 to 1,095 days (2-3 Yrs) | | | |
| 12 | 1,096 to 1,460 days (3-4 Yrs) | | | |
| 13 | 1,461 to 1,825 days (4-5 Yrs) | | | |
| 14 | More than 1,825 days (> 5 Yrs) | | | |
| 15 | **Total** | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |

**Universe:** Active clients in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Project Leavers; Project Stayers; Bed Night; and Length of Stay

**Programming Instructions:**

1. Report the distinct counts of clients by length of stay intervals using data from each client's latest project stay according to whether the client was a leaver or stayer.
2. Refer to the *HMIS Reporting Glossary* for determining a client's length of stay. Exclude criteria of [report start date]; for reporting purposes, length of stay should include all time relevant to the client's latest project stay even if it is before the start of the report.

## Q22b: Average and Median Length of Participation in Days

**Report Relevance:** COC APR

**Changes from FY 2023:** None

| | A | B | C |
|---|---|---|---|
| 1 | | **Leavers** | **Stayers** |
| 2 | Average Length | | |
| 3 | Median Length | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |

**Universe:** Active clients in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Project Leavers; Project Stayers; Bed Night; and Length of Stay

**Programming Instructions:**

1. Using each client's length of stay as determined in Q22a, calculate the average and median across each client universe (leavers and stayers).
    a. Clients who erroneously have [project start date] > [project exit date] for this particular project stay are excluded from these calculations. These clients are included in row 3 of Q6b and should have their project stay dates corrected.

## Q22c: Length of Time between Project Start Date and Housing Move-in Date

**Report Relevance:** CoC APR and ESG CAPER

**Changes from FY 2023:** Changed length of time in A7 and added row A8

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** |
| 2 | 7 days or less | | | | | |
| 3 | 8 to 14 days | | | | | |
| 4 | 15 to 21 days | | | | | |
| 5 | 22 to 30 days | | | | | |
| 6 | 31 to 60 days | | | | | |
| 7 | 61 to 90 days | | | | | |
| 8 | 91 to 180 days | | | | | |
| 9 | 181 to 365 days | | | | | |
| 10 | 366 to 730 days (1-2 Yrs) | | | | | |
| 11 | **Total (persons moved into housing)** | | | | | |
| 12 | **Average length of time to housing** | | | | | |
| 13 | **Persons who were exited without move-in** | | | | | |
| 14 | **Total persons** | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | 13 (RRH), 3 (PSH), 7 (Other) with 2.06 Funding Source of HUD: Pay for Success (35) |
| 3.20 | Housing Move-in Date | mm/dd/yyyy |

**Universe:** All active clients where the head of household had a move-in date in the report date range plus leavers who exited in the date range and never had a move-in date.

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Household Types; Unduplicated Household Counts and Unduplicated Client Counts by Household Type

**Programming Instructions:**

1. On rows 2 through 10, report the distinct counts of clients by the length of time between the person's [project start date] and [housing move-in date]. See Reporting counts of clients by element by household type for column instructions. Household members already in the household when the head of household moves into housing have the same [housing move-in date] as the head of household. For household members joining the household after it is already in housing, use the person's [project start date] as their [housing move-in date].
2. On row 11, report the distinct counts of clients who have moved into housing.
3. On row 12, of clients who have moved into housing, report the average length of time between [project start date] and [housing move-in date].
4. On row 13, report the distinct counts of clients who exited without moving into housing.
5. On row 14, report the total number of clients.

## Q22d: Length of Participation by Household Type

**Report Relevance:** ESG CAPER

**Changes from FY 2023:** Updated timeframe breakdown

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** |
| 2 | 7 days or less | | | | | |
| 3 | 8 to 14 days | | | | | |
| 4 | 15 to 21 days | | | | | |
| 5 | 22 to 30 days | | | | | |
| 6 | 31 to 60 days | | | | | |
| 7 | 61 to 90 days | | | | | |
| 8 | 91 to 180 days | | | | | |
| 9 | 181 to 365 days | | | | | |
| 10 | 366 to 730 days (1-2 Yrs) | | | | | |
| 11 | 731 days or more | | | | | |
| 12 | **Total** | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |

**Universe:** Active clients in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Bed Nights and Length of Stay; Project Leavers; Project Stayers; Household Types; Unduplicated Household Counts; and Unduplicated Client Counts by Household Type

**Programming Instructions:** Using length of stay as calculated for Q22a, report each client in the relevant range according to household type. See Reporting counts of clients by element by household type for column instructions.

## Q22e: Length of Time Prior to Housing - based on 3.917 Date Homelessness Started

**Report Relevance:** CoC APR and ESG CAPER

**Changes from FY 2023:** Changed length of time in A7 and added row A8. Relevant Data values updated to include "ES-EE/ES-NbN" for Field 2.02.6, "Approximate date this episode started" for Field 3.917.3, and added Field No 3.20 "Housing Move-in Date." Programming instructions updated on line 6.

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** |
| 2 | 7 days or less | | | | | |
| 3 | 8 to 14 days | | | | | |
| 4 | 15 to 21 days | | | | | |
| 5 | 22 to 30 days | | | | | |
| 6 | 31 to 60 days | | | | | |
| 7 | 61 to 90 days | | | | | |
| 8 | 91 to 180 days | | | | | |
| 9 | 181 to 365 days | | | | | |
| 10 | 366 to 730 days (1-2 Yrs) | | | | | |
| 11 | 731 days or more | | | | | |
| 12 | **Total (persons moved into housing)** | | | | | |
| 13 | Not yet moved into housing | | | | | |
| 14 | Data not collected | | | | | |
| 15 | **Total persons** | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | 0 (ES-EE); 1 (EE-NbN); 2 (TH); 3 (PSH); 7 (Other) with 2.06 Funding Source of HUD: Pay for Success (35); 8 (SH); 9 (PH); 13 (RRH) |
| 3.917.3 | Approximate date this episode started | |
| 3.20 | Housing Move-in Date | mm/dd/yyyy |

**Universe:** Active clients in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Household Types; Unduplicated Household Counts; and Unduplicated Client Counts by Household Type

**Programming Instructions:**

1. This question reports on the time the client reported being homeless up until housing in the project. For permanent housing and Pay for Success projects, this means the person's move into a PH bed or unit according to the [housing move-in date]. For all other project types, it means moving into a bed or unit at the project as indicated simply by the [project start date].
2. On rows 2 through 11, report the distinct counts of clients by the length of time between the person's [Approximate date this episode started] to the point the person was housed as defined below. See Reporting counts of clients by element by household type for column instructions.
   a. The data from the head of household's response to 3.917 should be propagated to the children.
   b. This applies to any household member whose age is <= 17 (calculated according to the *HMIS Reporting Glossary*), regardless of their relationship to the head of household, but not clients of unknown age.
   c. Only propagate the head of household's data to children with the same [project start date] as the head of household. Children who enter after the HoH would be counted on line 13 (data not collected).
3. For permanent housing projects (types 3, 9 and 13) and project type 7 with 2.06 Funding Source of HUD: Pay for Success (35):
   a. Use the person's [housing move-in date]. Household members already in the household when the head of household moves into housing have the same [housing move-in date] as the head of household. For household members joining the household after it is already in housing, use the person's [project start date] as their [housing move-in date].
   b. Include clients who moved into housing prior to the [report start date] who were still active in the project.
   c. If a client is active in the PH/PSH/RRH or relevant Other project but either has not moved into housing or did so after the [report end date], report that person on line 12.
4. For all other project types on this question, use each person's [project start date] as the date they moved into housing.
5. Report the total of all clients in housing on line 12.

6. If a client is missing their [Approximate date this episode started], or if that date occurs *after* the person has moved into housing, report that person on line 14. This includes people who would not be expected to have an [approximate date this episode started] based on the project type they are entering and their [prior living situation] responses.
7. Report the totals of all active clients on line 15. Line 15 should be the sum of lines 12, 13, and 14.

## Q22f: Length of Time between Project Start Date and Housing Move-in Date by Race and Ethnicity

**Report Relevance:** CoC APR and ESG CAPER

**Changes from APR FY 2023:** New question

| | A | B | C | D | E | F | G | H | I | J | K |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | **American Indian, Alaska Native, or Indigenous** | **Asian or Asian American** | **Black, African American, or African** | **Hispanic/ Latina/e/o** | **Middle Eastern or North African** | **Native Hawaiian or Pacific Islander** | **White** | **At Least 1 Race and Hispanic/Latina/e/o** | **Multi-racial (does not include Hispanic/ Latina/e/o)** | **Unknown (Doesn't Know, Prefers not to Answer, Data not Collected)** |
| 2 | Persons Moved Into Housing | | | | | | | | | | |
| 3 | Persons Exited Without Move-In | | | | | | | | | | |
| 4 | Average time to Move-In | | | | | | | | | | |
| 5 | Median time to Move-In | | | | | | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | 13 (RRH), 3 (PSH), 7 (Other) with 2.06 Funding Source of HUD: Pay for Success (35) |
| 3.20 | Housing Move-in Date | mm/dd/yyyy |

**Universe:** All active clients where the head of household had a move-in date in the report date range plus leavers who exited in the date range and never had a move-in date.

***HMIS Reporting Glossary* Reference:** Active Clients; Race and Ethnicity

**Programming Instructions:**

1. Clients who identify with one and only one race/ethnicity will be counted in that specific column. Clients who identify with more than one race where none of the options selected is "Hispanic/Latina/e/o" will be counted in the "Multiracial (Does not include Hispanic/Latina/e/o)" column.

Clients who identify with more than one race/ethnicity where one of the options selected is “Hispanic/Latina/e/o” will be counted in the “Multiracial (Includes Hispanic/Latina/e/o)” column.

2. The response options “Client doesn’t know”, “Client prefers not to answer”, and “Data not collected” are not valid in conjunction with any other element; if any of these elements are present in addition to a race/ethnicity response, disregard the 8/9/99 response and report the client according to the known race/ethnicity information for that client. Clients with a response option of only “Client doesn’t know”, “Client prefers not to answer”, or “Data not collected” will be counted in the “Unknown” column.
3. Household members already in the household when the head of household moves into housing have the same [housing move-in date] as the head of household. For household members joining the household after it is already in housing, use the person’s [project start date] as their [housing move-in date].
4. In row 2, report the distinct counts of clients who have moved into housing.
5. In row 3, report the distinct counts of clients who exited without moving into housing.
6. In row 4, report the average length of time between [project start date] and [housing move-in date] for clients who have moved into housing.
7. In row 5, report the median length of time between [project start date] and [housing move-in date] for clients who have moved into housing.

### Q22g: Length of Time Prior to Housing by Race and Ethnicity - based on 3.917 Date Homelessness Started

**Report Relevance:** CoC APR and ESG CAPER

**Changes from APR FY 2023:** New question

| | A | B | C | D | E | F | G | H | I | J | K |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | American Indian, Alaska Native, or Indigenous | Asian or Asian American | Black, African American, or African | Hispanic/ Latina/e/o | Middle Eastern or North African | Native Hawaiian or Pacific Islander | White | At Least 1 Race and Hispanic/Latina/e/o | Multi-racial (does not include Hispanic/ Latina/e/o) | Unknown (Doesn’t Know, Prefers not to Answer, Data not Collected) |
| 2 | Persons Moved Into Housing | | | | | | | | | | |
| 3 | Persons Not Yet Moved Into Housing | | | | | | | | | | |
| 4 | Average time to Move-In | | | | | | | | | | |
| 5 | Median time to Move-In | | | | | | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | 0 (ES-EE); 1 (EE-NbN); 2 (TH); 3 (PSH); 7 (Other) with 2.06 Funding Source of HUD: Pay for Success (35); 8 (SH); 9 (PH); 13 (RRH) |
| 3.917.3 | Approximate date this episode started | |
| 3.20 | Housing Move-in Date | mm/dd/yyyy |

**Universe:** Active clients in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Race and Ethnicity

**Programming Instructions:**

1. This question reports on the time the client reported being homeless up until housing in the project. For permanent housing and Pay for Success projects, this means the person's move into a PH bed or unit according to the [housing move-in date]. For all other project types, it means moving into a bed or unit at the project as indicated simply by the [project start date].
2. Use the following instructions to apply the head of household's responses to 3.917 to other household members as appropriate:
   a. The data from the head of household's response to 3.917 should be propagated to the children.
   b. This applies to any household member whose age is <= 17 (calculated according to the *HMIS Reporting Glossary*), regardless of their relationship to the head of household, but not clients of unknown age.
   c. Only propagate the head of household's data to children with the same [project start date] as the head of household. Children who enter after the HoH are excluded from this question entirely.
3. For permanent housing projects (types 3, 9 and 13) and project type 7 with 2.06 Funding Source of HUD: Pay for Success (35):
   a. Use the person's [housing move-in date]. Household members already in the household when the head of household moves into housing have the same [housing move-in date] as the head of household. For household members joining the household after it is already in housing, use the person's [project start date] as their [housing move-in date].
   b. Include clients who moved into housing prior to the [report start date] who were still active in the project.
4. For all other project types on this question, use each person's [project start date] as the date they moved into housing.
5. If a client is missing their [Approximate date this episode started], or if that date occurs *after* the person has moved into housing, exclude them from this question entirely.
6. Clients who identify with one and only one race/ethnicity will be counted in that specific column. Clients who identify with more than one race where none of the options selected is "Hispanic/Latina/e/o" will be counted in the "Multiracial (Does not include Hispanic/Latina/e/o)" column. Clients who identify with more than one race/ethnicity where one of the options selected is "Hispanic/Latina/e/o" will be counted in the "Multiracial (Includes Hispanic/Latina/e/o)" column.
7. The response options "Client doesn't know", "Client prefers not to answer", and "Data not collected" are not valid in conjunction with any other element; if any of these elements are present in addition to a race/ethnicity response, disregard the 8/9/99 response and report the client

according to the known race/ethnicity information for that client. Clients with a response option of only “Client doesn’t know”, “Client prefers not to answer”, or “Data not collected” will be counted in the “Unknown” column.

8. In row 2, report the total of all clients in housing
9. In row 3, report clients who were active in a PH/PSH/RRH or relevant Other project but either have not moved into housing or did so after the [report end date]. This row will only contain zeros when run for any other project type.
10. Rows 4 and 5 report on the length of time people report experiencing homelessness prior to becoming housed. This is defined as the length of time between the person’s [Approximate date this episode started] to the point the person was housed as defined above.
    a. In row 4, report the average length of time people report experiencing homelessness prior to becoming housed.
    b. In row 5, report the median length of time people report experiencing homelessness prior to becoming housed.

## Q23: Exit Destination Information

### Q23c: Exit Destination

**Report Relevance:** CoC APR and ESG CAPER

**Changes from CAPER FY 2023:** Updated format, values, and restructuring for new categorization headings: (Homeless Situations (100-199), Temporary Housing Situations (300-399), Institutional Situations (200-299), Permanent Housing Situations (400-499), Other (1-99).

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 2 | **Homeless Situations** | | | | | | |
| 3 | Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside) | | | | | | 116 |
| 4 | Emergency shelter, including hotel or motel paid for with emergency shelter voucher, Host Home shelter | | | | | | 101 |
| 5 | Safe Haven | | | | | | 118 |
| 6 | **Subtotal** | | | | | | |
| 7 | **Institutional Situations** | | | | | | |

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 8 | Foster care home or foster care group home | | | | | | 215 |
| 9 | Hospital or other residential non-psychiatric medical facility | | | | | | 206 |
| 10 | Jail, prison, or juvenile detention facility | | | | | | 207 |
| 11 | Long-term care facility or nursing home | | | | | | 225 |
| 12 | Psychiatric hospital or other psychiatric facility | | | | | | 204 |
| 13 | Substance abuse treatment facility or detox center | | | | | | 205 |
| 14 | **Subtotal** | | | | | | |
| 15 | **Temporary Situations** | | | | | | |
| 16 | Transitional housing for homeless persons (including homeless youth) | | | | | | 302 |
| 17 | Residential project or halfway house with no homeless criteria | | | | | | 329 |
| 18 | Hotel or motel paid for without emergency shelter voucher | | | | | | 314 |
| 19 | Host Home (non-crisis) | | | | | | 332 |
| 20 | Staying or living with family, temporary tenure (e.g., room, apartment, or house) | | | | | | 312 |
| 21 | Staying or living with friends, temporary tenure (e.g., room, apartment, or house) | | | | | | 313 |
| 22 | Moved from one HOPWA funded project to HOPWA TH | | | | | | 327 |
| 23 | **Subtotal** | | | | | | |
| 24 | **Permanent Situations** | | | | | | |

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 25 | Staying or living with family, permanent tenure | | | | | | 422 |
| 26 | Staying or living with friends, permanent tenure | | | | | | 423 |
| 27 | Moved from one HOPWA funded project to HOPWA PH | | | | | | 426 |
| 28 | Rental by client, no ongoing housing subsidy | | | | | | 410 |
| 29 | Rental by client, with ongoing housing subsidy | | | | | | 435 |
| 30 | Owned by client, with ongoing housing subsidy | | | | | | 421 |
| 31 | Owned by client, no ongoing housing subsidy | | | | | | 411 |
| 32 | **Subtotal** | | | | | | |
| 33 | **Other Situations** | | | | | | |
| 34 | No Exit Interview completed | | | | | | 30 |
| 35 | Other | | | | | | 17 |
| 36 | Deceased | | | | | | 24 |
| 37 | Client Doesn’t Know/Prefers Not to Answer | | | | | | 8 or 9 |
| 38 | Data Not Collected | | | | | | 99 |
| 39 | **Subtotal** | | | | | | |
| 40 | **TOTAL** | | | | | | |
| 41 | Total persons exiting to positive housing destinations | | | | | | |
| 42 | Total persons exiting to destinations that excluded them from the calculation | | | | | | |

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 43 | Percentage of persons exiting to positive housing destinations | = B41 / (B40 – B42) | = C41 / (C40 – C42) | = D41 / (D40 – D42) | = E41 / (E40 – E42) | = F41 / (F40 – F42) | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All |
| 3.12 | Destination | All |

**Universe:** Leavers in the report date range

***HMIS Reporting Glossary* Reference:** Leavers; Date of Birth/Age; Household Types; Unduplicated Household Counts; and Unduplicated Client Counts by Household Type

**Programming Instructions:**

1. Report the distinct counts of clients by each different housing destination. See Reporting counts of clients by element by household type for column instructions**.**
2. Use [destination] recorded separately in each client's record. Data recorded under the 2014 Data Standards may not have this field present for child household members. In this case, use the [destination] of the head of household for these child household members.
3. Row 40 is the unduplicated count of [project leavers] in the [report date range] based on *Unduplicated Household Counts* and *Unduplicated Client Counts by Household Type* as determined by the *HMIS Reporting Glossary*.
4. Row 41 is the [number of clients exiting to positive destinations]. Reference the destinations of project exits against Appendix A (row headers) and the column corresponding to the project type of the data. Positive destinations are indicated with a ☑.
5. Row 42 is the [total clients excluded], whose destinations cause them to be removed from the percentage calculation. Refer to Appendix A for these destinations, indicated with an ☒, corresponding to the project type of the data.
6. Row 43 is the [number of clients exiting to positive destinations] divided by ([total clients exiting] – [total clients excluded]).

## Q23d: Exit Destination – Subsidy Type of Persons Exiting to Rental by Client With An Ongoing Subsidy

**Report Relevance:** CoC APR and ESG CAPER

**Changes from APR FY 2023:** New question

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 2 | GPD TIP housing subsidy | | | | | | 428 |
| 3 | VASH housing subsidy | | | | | | 419 |
| 4 | RRH or equivalent subsidy | | | | | | 431 |
| 5 | HCV voucher (tenant or project based) (not dedicated) | | | | | | 433 |
| 6 | Public housing unit | | | | | | 434 |
| 7 | Rental by client, with other ongoing housing subsidy | | | | | | 420 |
| 8 | Housing Stability Voucher | | | | | | 436 |
| 9 | Family Unification Program Voucher (FUP) | | | | | | 437 |
| 10 | Foster Youth to Independence Initiative (FYI) | | | | | | 438 |
| 11 | Permanent Supportive Housing | | | | | | 439 |
| 12 | Other permanent housing dedicated for formerly homeless persons | | | | | | 440 |
| 13 | **TOTAL** | | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects except Homelessness Prevention |
| 3.12.1 | Destination | 435 |
| 3.12.A | Rental Subsidy Type | All |

**Universe:** Leavers in the report date range with an exit destination of 435 (“Rental by client, with housing subsidy”).

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Household Types; Unduplicated Household Counts; and Unduplicated Client Counts by Household Type.

**Programming Instructions:**

1. Report the distinct counts of included clients by their subsidy type at project exit.

## Q23e: Exit Destination Type by Race and Ethnicity

**Report Relevance:** CoC APR and ESG CAPER

**Changes from APR FY 2023:** New question

| | A | B | C | D | E | F | G | H | I | J | K | L |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | Total | American Indian, Alaska Native, or Indigenous | Asian or Asian American | Black, African American, or African | Hispanic/ Latina/e/o | Middle Eastern or North African | Native Hawaiian or Pacific Islander | White | At Least 1 Race and Hispanic/Latina/e/o | Multi-racial (does not include Hispanic/ Latina/e/o) | Unknown (Doesn't Know, Prefers not to Answer, Data not Collected) |
| 2 | Homeless Situations | | | | | | | | | | | |
| 3 | Institutional Situations | | | | | | | | | | | |
| 4 | Temporary Situations | | | | | | | | | | | |
| 5 | Permanent Situations | | | | | | | | | | | |
| 6 | Other Situations | | | | | | | | | | | |
| 7 | Total | | | | | | | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All |
| 3.12 | Destination | All |

**Universe:** Leavers in the report date range

***HMIS Reporting Glossary* Reference:** Leavers; Race and Ethnicity

**Programming Instructions:**

1. Clients who identify with one and only one race/ethnicity will be counted in that specific column. Clients who identify with more than one race where none of the options selected is "Hispanic/Latina/e/o" will be counted in the "Multiracial (Does not include Hispanic/Latina/e/o)" column. Clients who identify with more than one race/ethnicity where one of the options selected is "Hispanic/Latina/e/o" will be counted in the "Multiracial (Includes Hispanic/Latina/e/o)" column.

   a. The response options “Client doesn’t know”, “Client prefers not to answer”, and “Data not collected” are not valid in conjunction with any other element; if any of these elements are present in addition to a race/ethnicity response, disregard the 8/9/99 response and report the client according to the known race/ethnicity information for that client. Clients with a response option of only “Client doesn’t know”, “Client prefers not to answer”, or “Data not collected” will be counted in the “Unknown” column.

2. Clients appear in rows as follows:
   a. Row 2 uses the logic from Q23c, row 6
   b. Row 3 uses the logic from Q23c, row 14
   c. Row 4 uses the logic from Q23c, row 23
   d. Row 5 uses the logic from Q23c, row 32
   e. Row 6 uses the logic from Q23c, row 39
   f. Row 7 shows the total unduplicated count of all clients selecting this response option for race and ethnicity

## Q24 Targeted Questions

### Q24a: Homelessness Prevention Housing Assessment at Exit

**Report Relevance:** ESG CAPER (HP only)

**Changes from CAPER FY 2023:** Replaced row header “Client went to Jail/prison” with “Jail/prison”. Replaced row header “client died” with “Deceased”. Replaced row header “Client Doesn’t Know/Client Refused” with “Client Doesn’t Know/Prefers Not to Answer”

| | A | B | C | D | E | F | Y | Z |
|---|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response to [housing assessment at exit] | Data Standards Response to [housing assessment at exit - subsidy] |
| 2 | Able to maintain the housing they had at project start--Without a subsidy | | | | | | 1 | 1 |
| 3 | Able to maintain the housing they had at project start--With the subsidy they had at project start | | | | | | 1 | 2 |
| 4 | Able to maintain the housing they had at project start--With an on-going subsidy acquired since project start | | | | | | 1 | 3 |
| 5 | Able to maintain the housing they had at project start--Only with financial assistance other than a subsidy | | | | | | 1 | 4 |
| 6 | Moved to new housing unit--With on-going subsidy | | | | | | 2 | 1 |
| 7 | Moved to new housing unit--Without an on-going subsidy | | | | | | 2 | 2 |
| 8 | Moved in with family/friends on a temporary basis | | | | | | 3 | n/a |
| 9 | Moved in with family/friends on a permanent basis | | | | | | 4 | n/a |

| | A | B | C | D | E | F | Y | Z |
|---|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response to [housing assessment at exit] | Data Standards Response to [housing assessment at exit - subsidy] |
| 10 | Moved to a transitional or temporary housing facility or program | | | | | | 5 | n/a |
| 11 | Client became homeless – moving to a shelter or other place unfit for human habitation | | | | | | 6 | n/a |
| 12 | Jail/prison | | | | | | 7 | n/a |
| 13 | Deceased | | | | | | 10 | n/a |
| 14 | Client Doesn't Know/Prefers Not to Answer | | | | | | 8 or 9 | n/a |
| 15 | Data not collected (no exit interview completed) | | | | | | 99 | n/a |
| 16 | Total | | | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | 12 |
| W5 | Housing Assessment at Exit | 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 99<br>(If W5.1 = 1, then) 1, 2, 3, 4<br>(If W5.1 = 2, then) 1, 2 |

**Universe:** Leavers in the report date range

***HMIS Reporting Glossary* Reference:** Leavers; Date of Birth/Age; Household Types; Unduplicated Household Counts; and Unduplicated Client Counts by Household Type.

**Programming Instructions:**

1. Using data from each client's latest project stay, report the distinct counts of clients by housing assessment recorded at exit ([data collection stage] = 3 and [information date] = [project exit date]). See Reporting counts of clients by element by household type for column instructions.
2. Reference column Y against [housing assessment at exit] (element W5) and column Z against [housing assessment at exit – subsidy information] (elements W5.1.A or W5.1.B, depending on the response to element W5.1) to count the client in the correct row.

## Q24b: Moving On Assistance Provided to Households in PSH

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** New Question

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 2 | Subsidized housing application assistance | | | | | | 1 |
| 3 | Financial assistance for Moving On (e.g., security deposit, moving expenses) | | | | | | 2 |
| 4 | Non-financial assistance for Moving On (e.g., housing navigation, transition support) | | | | | | 3 |
| 5 | Housing referral/placement | | | | | | 4 |
| 6 | Other (please specify) | | | | | | 5 |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | 3 |
| C3 | Moving On Assistance Provided | 1, 2, 3, 4, 5 |

**Universe:** Heads of household active in PSH during the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Household Types; and Unduplicated Client Counts by Household Type.

**Programming Instructions:**

1. Using data from each client's latest project stay, report the distinct counts of heads of household receiving each type of [moving on assistance] within the report period. See Reporting counts of clients by element by household type for column instructions.
2. Each cell must contain a distinct count of heads of household in that household type who received that type of [moving on assistance]. Heads of household will be reported in multiple rows if they received more than one type of [moving on assistance] within the report period.

## Q24c: Sexual Orientation of Adults in PSH

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** New Question

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** | **Data Standards Response options** |
| 2 | Heterosexual | | | | | | 1 |
| 3 | Gay | | | | | | 2 |
| 4 | Lesbian | | | | | | 3 |
| 5 | Bisexual | | | | | | 4 |
| 6 | Questioning/Unsure | | | | | | 5 |
| 7 | Other | | | | | | 6 |
| 8 | Client Doesn’t Know/Prefers Not to Answer | | | | | | 8 or 9 |
| 9 | Data not collected | | | | | | 99 |
| 10 | **Total** | | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | 3 |
| R3 | Sexual Orientation | 1, 2, 3, 4, 5, 6, 8, 9, 99 |

**Universe:** Adults and heads of household active in PSH during the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Household Types; and Unduplicated Client Counts by Household Type.

**Programming Instructions:** Report the distinct counts of adults and heads of household by [sexual orientation]. See **Reporting counts of clients by element by household type** for column instructions.

### Q24d: Language of Persons Requiring Translation Assistance

**Report Relevance:** CoC APR and ESG CAPER

**Changes from APR FY 2023:** New Question

| | A | B |
|---|---|---|
| 1 | **Language Response (Top 20 Languages Selected)** | **Total Persons Requiring Translation Assistance** |
| 2 | | |
| 3 | | |
| 4 | | |
| 5 | | |
| 6 | | |
| 7 | | |
| […] | | |
| 21 | | |
| 22 | Different Preferred Language | |
| 23 | **Total** | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| C4 | Translation Assistance Needed | 1 |
| C4.A | Preferred Language | Any of the options currently selected for use in the system by the local HMIS administrator |

**Universe:** Heads of household active during the report date range

***HMIS Reporting Glossary* Reference:** Active Clients

**Programming Instructions:** Report the distinct counts of heads of household who indicated that they needed translation assistance

This question only includes those active heads of household who selected [translation services needed] = 1 and either identified one of the languages in the HMIS C4 Translation Assistance Needed Supplement or identified a "Different Preferred Language".

1. Determine the number of heads of household who have a non-null response for [preferred language].
2. In Column A, Rows 2-21 are populated by the Response Option Numbers found in the HMIS C4 Translation Assistance Needed Supplement. For instance, if American Sign Language is an option, the table should include 110, not "American Sign Language". The table should be populated with the languages selected by the heads of household in the report and should be sorted by distinct counts in descending order (i.e.,

the language with the highest distinct count of heads of household in the current report should be displayed in A2 according to the Response Option Number for the languages selected within the HMIS implementation).

a. Rows 2-21 are only included as relevant, with no more than 20 languages included in the report. For instance, if there are five language responses for C4.A within the current report, then rows 2-21 will be reduced to rows 2-6. No change to rows 1, 22, and 23 (Header, "Different Preferred Language", "Total"). The resulting CSV will have eight rows.

b. If the heads of household in the report selected more than 20 unique languages, then only the 20 most common within this particular report should appear in the table. The 20 most common must be identified within the context of the clients included in a given report rather than in the system as a whole.

    a. Ties should be broken numerically. For instance, if the heads of household in the report selected a total of 21 unique languages and the two least common were Arabic and Armenian, with each selected by one head of household, then Arabic would be row 21 and Armenian would not be included in the table due to Arabic being Response Option Number 114 and Armenian being Response Option Number 115.

c. This table must not contain blank rows. If no heads of household in the report provided a response to C4.A, rows 2-21 are excluded and the resulting table will have only three rows (Header, "Different Preferred Language", "Total").

## Q25: Veterans Questions

To be completed if there are any Veterans served during the operating year

The Veterans questions are a subset of questions required to be completed for all CoC-APR's where at least one veteran is served.

The Veteran questions are designed, to reuse programming from a previous APR question with the application of a filter for Veterans.

For all veteran questions (Q25 series) a Veteran:

1. Must be age 18 or older at time of [project start] or [report start date] – whichever is greater.
2. Must indicate 'yes' for [veteran status].

It is critical to include the client's age in this determination to avoid reporting children as veterans, either because of data entry error or because the client's [veteran status] changed at some point during the client's HMIS history.

| Veteran Status Questions | Report Relevance | Changes from APR V FY 2020 | Add veteran filter to this question |
|---|---|---|---|
| Q25a: Number of Veterans | CoC APR and ESG CAPER | None | n/a |
| Q25b: Number of Veteran Households | CoC APR | None | n/a |
| Q25c: Gender - Veterans | CoC APR | Updated to match data standard elements | Q10a |
| Q25d: Age - Veterans | CoC APR | Updated age ranges | Q11 |
| Q25i: Exit Destination - Veterans | CoC APR | Updated to match data standard elements | Q23c |

| Veteran Status Questions | Report Relevance | Changes from APR V FY 2020 | Add veteran filter to this question |
|---|---|---|---|
| Q25j: Subsidy Type of Persons Exiting to Rental by Client With An Ongoing Subsidy – Veterans | CoC APR | New | Q23d |

## Q25a: Number of Veterans

**Report Relevance:** CoC APR and ESG CAPER

**Changes from APR FY 2023:** Replaced row header "Client Doesn't Know/Client Refused" with "Client Doesn't Know/Prefers Not to Answer". Programming instructions updated to replace "CH Status of don't know/refused/ unknown" with "CH status of Doesn't Know/Prefers Not to Answer/Unknown".

| | A | B | C | D | E | Z |
|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | Unknown Household Type | Data Standards Response options |
| 2 | Chronically Homeless Veteran | | | | | 1 |
| 3 | Non-Chronically Homeless Veteran | | | | | 1 |
| 4 | Not a Veteran | | | | | 0 |
| 5 | Client Doesn't Know/Prefers Not to Answer | | | | | 8 or 9 |
| 6 | Data Not Collected | | | | | 99 |
| 7 | **Total** | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 3.07 | Veteran Status | 0, 1, 8, 9, 99 |
| 3.08 | Disabling Condition | (used in calculation of chronic homelessness) |
| 3.917 | Living Situation | (used in calculation of chronic homelessness) |
| 4.5 | Physical Disability | (used in calculation of chronic homelessness) |
| 4.6 | Developmental Disability | (used in calculation of chronic homelessness) |
| 4.7 | Chronic Health Condition | (used in calculation of chronic homelessness) |
| 4.8 | HIV/AIDS | (used in calculation of chronic homelessness) |
| 4.9 | Mental Health Disorder | (used in calculation of chronic homelessness) |
| 4.10 | Substance Use Disorder | (used in calculation of chronic homelessness) |

**Universe:** Active clients in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Household Types; Chronically Homeless at Project Start

**Programming Instructions:**

Count the total number of adults based on the response to [veteran status] as indicated in column Z along with the client's chronic homelessness status. See Reporting counts of clients by element by household type for column instructions. See the *HMIS Reporting Glossary* for instructions on determining chronic homelessness status. For the purposes of determining CH in this question, a client with a CH status of "Client Doesn't Know/Prefers Not to Answer/Unknown" with no other household members or in a household with no other CH members can be simply considered NOT chronically homeless. In other words, rows 5 and 6 apply solely to the person's [veteran status].

## Q25b: Number of Veteran Households

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** Replaced row header "Client Doesn't Know/Client Refused" with "Client Doesn't Know/Prefers Not to Answer". Programming instructions updated to replace "CH Status of don't know/refused/ unknown" with "CH status of doesn't know/prefers not to answer/unknown" and to replace "Client doesn't know/client refused" with "Client doesn't know/prefers not to answer".

| | A | B | C | D | E | Z |
|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **Unknown Household Type** | **Data Standards Response options** |
| 2 | Chronically Homeless Veteran | | | | | 1 |
| 3 | Non-Chronically Homeless Veteran | | | | | 1 |
| 4 | Not a Veteran | | | | | 0 |
| 5 | Client Doesn't Know/Prefers Not to Answer | | | | | 8 or 9 |
| 6 | Data Not Collected | | | | | 99 |
| 7 | **Total** | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 3.07 | Veteran Status | 0, 1, 8, 9, 99 |
| 3.08 | Disabling Condition | (used in calculation of chronic homelessness) |
| 3.917 | Living Situation | (used in calculation of chronic homelessness) |
| 4.05 | Physical Disability | (used in calculation of chronic homelessness) |
| 4.06 | Developmental Disability | (used in calculation of chronic homelessness) |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 4.07 | Chronic Health Condition | (used in calculation of chronic homelessness) |
| 4.08 | HIV/AIDS | (used in calculation of chronic homelessness) |
| 4.09 | Mental Health Disorder | (used in calculation of chronic homelessness) |
| 4.10 | Substance Use Disorder | (used in calculation of chronic homelessness) |

**Universe:** Active clients in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Household Types; Chronically Homeless at Project Start

**Programming Instructions:**

Count the total number of households based on whether any of the adults are veterans and/or chronically homeless. Determine the row to report the household in as follows. Stop processing when a match is found, i.e. do not report the household in more than one row in rows 2 through 6:

1. Use data attached to each head of household's latest project stay in the report date range. Include all other adults present with the head of household *on that project stay who are also active in the date range*, along with their data from that stay. This is necessary in order to determine the veteran and chronic homelessness status of the entire household, even though one or more of the adult household members may have another later project stay in the report date range with a different head of household or as the head of household. **Please note: this is a departure from most other questions on this report which exclusively use data associated with each person's latest project stay.**
2. For the purposes of determining chronic homelessness in this question, any household with a CH status of Doesn't Know/Prefers Not to Answer/Unknown can be simply considered NOT chronically homeless.
3. Chronically Homeless Veteran (row 2): Any household with at least one veteran who is chronically homeless.
4. Non-Chronically Homeless Veteran (row 3): Any household not reported above with at least one non-chronically homeless veteran.
5. Not a Veteran (row 4): Any household not reported above where all the adults have a veteran status of "no" (0).
6. Client Doesn't Know/Client Prefers Not to Answer (row 5): Any household not reported above where at least one of the adults has a veteran status of "Client doesn't know" (8) or "Client prefers not to answer" (9).
7. Data Not Collected (row 6): Any household not reported above where at least one of the adults is missing his/her veteran status or it is "Data not collected" (99).
8. Report each household by type as described in Determining Each Client's Household Type and Counting Distinct Households.
9. Note that the household type "With Only Children" is not applicable for this question (by definition, child-only households should not have veterans).

## Q25c: Gender – Veterans

**Report Relevance:** CoC APR

**Changes from APR FY 2023:**

Update to match changes in 10a

| | A | B | C | D | E | Z |
|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | Unknown Household Type | Data Standards Response options |
| 2 | Woman | | | | | 0 alone |
| 3 | Man | | | | | 1 alone |
| 4 | Culturally Specific Identity | | | | | 2 alone |
| 5 | Transgender | | | | | 5 alone |
| 6 | Non-Binary | | | | | 4 alone |
| 7 | Questioning | | | | | 6 alone |
| 8 | Different Identity | | | | | 3 alone |
| 9 | Woman/Man | | | | | 0 & 1 |
| 10 | Woman/Culturally Specific Identity | | | | | 0 & 2 |
| 11 | Woman/Transgender | | | | | 0 & 5 |
| 12 | Woman/Non-Binary | | | | | 0 & 4 |
| 13 | Woman/Questioning | | | | | 0 & 6 |
| 14 | Woman/Different Identity | | | | | 0 & 3 |
| 15 | Man/Culturally Specific Identity | | | | | 1 & 2 |
| 16 | Man/Transgender | | | | | 1 & 5 |
| 17 | Man/Non-Binary | | | | | 1 & 4 |
| 18 | Man/Questioning | | | | | 1 & 6 |
| 19 | Man/Different Identity | | | | | 1 & 3 |
| 20 | Culturally Specific Identity/Transgender | | | | | 2 & 5 |
| 21 | Culturally Specific Identity/Non-Binary | | | | | 2 & 4 |
| 22 | Culturally Specific Identity/Questioning | | | | | 2 & 6 |
| 23 | Culturally Specific Identity/Different Identity | | | | | 2 & 3 |

| | A | B | C | D | E | Z |
|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | Unknown Household Type | Data Standards Response options |
| 24 | Transgender/Non-Binary | | | | | 5 & 4 |
| 25 | Transgender/Questioning | | | | | 5 & 6 |
| 26 | Transgender/Different Identity | | | | | 5 & 3 |
| 27 | Non-Binary/Questioning | | | | | 4 & 6 |
| 28 | Non-Binary/Different Identity | | | | | 4 & 3 |
| 29 | Questioning/Different Identity | | | | | 6 & 3 |
| 30 | More than 2 Gender Identities Selected | | | | | 3 or more of 0, 1, 2, 3, 4, 5, or 6 |
| 31 | Client Doesn’t Know/Prefers Not to Answer | | | | | 8 or 9 |
| 32 | Data Not Collected | | | | | 99 |
| 33 | **Total** | | | | | |

Add veteran filter to Q10a for programming and exclude “With only children” column. The corresponding CSV output must contain the text shown in column A in the row header.

### Q25d: Age – Veterans

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** Update to match changes in Q11

| | A | B | C | D | E |
|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | Unknown Household Type |
| 2 | 18-24 | | | | |
| 3 | 25-34 | | | | |
| 4 | 35-44 | | | | |
| 5 | 45-54 | | | | |
| 6 | 55-64 | | | | |
| 7 | 65 + | | | | |
| 8 | Client Doesn’t Know/Prefers Not to Answer | | | | |

| | A | B | C | D | E |
|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | Unknown Household Type |
| 9 | Data Not Collected | | | | |
| 10 | **Total** | | | | |

Add veteran filter to Q11 for programming. Exclude first three rows from Q11, which apply only to children, as well as the "With only children" column.

## Q25i: Exit Destination – Veterans

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** Update to match changes in 23c.

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 2 | **Homeless Situations** | | | | | | |
| 3 | Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside) | | | | | | 116 |
| 4 | Emergency shelter, including hotel or motel paid for with emergency shelter voucher, Host Home shelter | | | | | | 101 |
| 5 | Safe Haven | | | | | | 118 |
| 6 | **Subtotal** | | | | | | |
| 7 | **Institutional Situations** | | | | | | |
| 8 | Foster care home or foster care group home | | | | | | 215 |
| 9 | Hospital or other residential non-psychiatric medical facility | | | | | | 206 |
| 10 | Jail, prison, or juvenile detention facility | | | | | | 207 |

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 11 | Long-term care facility or nursing home | | | | | | 225 |
| 12 | Psychiatric hospital or other psychiatric facility | | | | | | 204 |
| 13 | Substance abuse treatment facility or detox center | | | | | | 205 |
| 14 | **Subtotal** | | | | | | |
| 15 | **Temporary Situations** | | | | | | |
| 16 | Transitional housing for homeless persons (including homeless youth) | | | | | | 302 |
| 17 | Residential project or halfway house with no homeless criteria | | | | | | 329 |
| 18 | Hotel or motel paid for without emergency shelter voucher | | | | | | 314 |
| 19 | Host Home (non-crisis) | | | | | | 332 |
| 20 | Staying or living with family, temporary tenure (e.g., room, apartment, or house) | | | | | | 312 |
| 21 | Staying or living with friends, temporary tenure (e.g., room, apartment, or house) | | | | | | 313 |
| 22 | Moved from one HOPWA funded project to HOPWA TH | | | | | | 327 |
| 23 | **Subtotal** | | | | | | |
| 24 | **Permanent Situations** | | | | | | |
| 25 | Staying or living with family, permanent tenure | | | | | | 422 |
| 26 | Staying or living with friends, permanent tenure | | | | | | 423 |
| 27 | Moved from one HOPWA funded project to HOPWA PH | | | | | | 426 |

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** | **Data Standards Response options** |
| 28 | Rental by client, no ongoing housing subsidy | | | | | | 410 |
| 29 | Rental by client, with ongoing housing subsidy | | | | | | 435 |
| 30 | Owned by client, with ongoing housing subsidy | | | | | | 421 |
| 31 | Owned by client, no ongoing housing subsidy | | | | | | 411 |
| 32 | **Subtotal** | | | | | | |
| 33 | **Other Situations** | | | | | | |
| 34 | No Exit Interview completed | | | | | | 30 |
| 35 | Other | | | | | | 17 |
| 36 | Deceased | | | | | | 24 |
| 37 | Client Doesn't Know/Prefers Not to Answer | | | | | | 8 or 9 |
| 38 | Data Not Collected | | | | | | 99 |
| 39 | **Subtotal** | | | | | | |
| 40 | **TOTAL** | | | | | | |
| 41 | Total persons exiting to positive housing destinations | | | | | | |
| 42 | Total persons exiting to destinations that excluded them from the calculation | | | | | | |
| 43 | Percentage of persons exiting to positive housing destinations | = B41 / (B40 – B42) | = C42 / (C40 – C42) | = D42 / (D40 – D42) | = E42 / (E40 – E42) | = F42 / (F40 – F42) | |

Add veteran filter to Q23c for programming.

## Q25j: Exit Destination – Subsidy Type of Persons Exiting to Rental by Client With An Ongoing Subsidy - Veteran

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** New question

| | A | B | C | D | E | Z |
|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **Unknown Household Type** | **Data Standards Response options** |
| 2 | GPD TIP housing subsidy | | | | | 428 |
| 3 | VASH housing subsidy | | | | | 419 |
| 4 | RRH or equivalent subsidy | | | | | 431 |
| 5 | HCV voucher (tenant or project based) (not dedicated) | | | | | 433 |
| 6 | Public housing unit | | | | | 434 |
| 7 | Rental by client, with other ongoing housing subsidy | | | | | 420 |
| 8 | Housing Stability Voucher | | | | | 436 |
| 9 | Family Unification Program Voucher (FUP) | | | | | 437 |
| 10 | Foster Youth to Independence Initiative (FYI) | | | | | 438 |
| 11 | Permanent Supportive Housing | | | | | 439 |
| 12 | Other permanent housing dedicated for formerly homeless persons | | | | | 440 |
| 13 | **TOTAL** | | | | | |

Add veteran filter to Q23d for programming and exclude “With only children” column.

## Q26: Chronically Homeless Questions

To be completed if there are any chronically homeless persons served during the operating year

The CH questions are designed, where possible, to reuse programming from a previous APR question with the application of a "CH filter" for chronically homeless clients at project start as described in the *HMIS Reporting Glossary*. Unlike other APR questions, this may require the examination of client data for clients not active in the report date range.

**Note: For HMIS data entry and programming purposes, the head of household is not required to be the person who is CH. However, for HUD record keeping and documentation purposes the CH person is expected to be the head of household.

| CH Status Questions | Report Relevance | Changes from APR FY 2023 | Add CH filter to this question |
|---|---|---|---|
| Q26a: Number of Households w/at least one or more Chronically Homeless person | CoC APR | Updated to match data standard elements | n/a |
| Q26b: Number of Chronically Homeless Persons by Household | CoC APR and ESG CAPER | Updated to match data standard elements | n/a |
| Q26c: Gender of Chronically Homeless Persons | CoC APR | Updated to match data standard elements | Q10a |
| Q26d: Age of Chronically Homeless Persons | CoC APR | Updated age ranges | Q11 |
| Q26e: Physical and Mental Health Conditions - Chronically Homeless Persons | CoC APR | None | Q13a1, Q13b1, Q13c1 |

### Q26a: Chronic Homeless Status - Number of Households w/at least one or more CH person

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** Replaced row header "Client Doesn't Know/Client Refused" with "Client Doesn't Know/Prefers Not to Answer". Project types updated to include "0".

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** |
| 2 | Chronically Homeless | | | | | |
| 3 | Not Chronically Homeless | | | | | |
| 4 | Client Doesn't Know/Prefers Not to Answer | | | | | |
| 5 | Data Not Collected | | | | | |
| 6 | **Total** | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 3.08 | Disabling Condition | (used in calculation of chronic homelessness) |
| 3.917 | Living Situation | (used in calculation of chronic homelessness) |
| 4.05 | Physical Disability | (used in calculation of chronic homelessness) |
| 4.06 | Developmental Disability | (used in calculation of chronic homelessness) |
| 4.07 | Chronic Health Condition | (used in calculation of chronic homelessness) |
| 4.08 | HIV/AIDS | (used in calculation of chronic homelessness) |
| 4.09 | Mental Health Disorder | (used in calculation of chronic homelessness) |
| 4.10 | Substance Use Disorder | (used in calculation of chronic homelessness) |

**Universe:** Active clients in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Chronically Homeless **at Project Start**, Unduplicated Household Counts and Unduplicated Client Counts by Household Type

**Programming Instructions:**

Count the total number of households based on whether any of the adults or heads of household (including unaccompanied children) are chronically homeless at project start. Determine the row to report the household in as follows. Stop processing when a match is found, i.e. do not report the household in more than one row in rows 2 through 5:

1. Use data attached to each head of household's latest project stay in the report date range. Determine the chronic homelessness status at project start as described in the *HMIS Reporting Glossary*.
2. Chronically Homeless (row 2): Any household with at least one chronically homeless adult or head of household.
3. Non-Chronically Homeless (row 3): Any household not reported above where the head of household and all other adults are not chronically homeless.
4. Client Doesn't Know/Prefers Not to Answer (row 4): Any household not reported above where the head of household or at least one other adult has a CH status of DK/PNTA (Doesn't Know/Prefers Not to Answer).
5. Data Not Collected (row 5): Any household not reported above where the head of household or at least one other adult has a CH status of missing.
6. Report each household by type as described in Determining Each Client's Household Type and Counting Distinct Households.
7. Each head of household, and thus each household, should be reported only once in rows 2 through 5, and again in row 6. Similarly, each household should be reported only once in columns C through F, and again in column B.

## Q26b: Number of Chronically Homeless Persons by Household

**Report Relevance:** CoC APR and ESG CAPER

**Changes from APR FY 2023:** Replaced row header "Client Doesn't Know/Client Refused" with "Client Doesn't Know/Prefers Not to Answer"

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** |
| 2 | Chronically Homeless | | | | | |
| 3 | Not Chronically Homeless | | | | | |
| 4 | Client Doesn't Know/Prefers Not to Answer | | | | | |
| 5 | Data Not Collected | | | | | |
| 6 | **Total** | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 3.08 | Disabling Condition | (used in calculation of chronic homelessness) |
| 3.917 | Living Situation | (used in calculation of chronic homelessness) |
| 4.05 | Physical Disability | (used in calculation of chronic homelessness) |
| 4.06 | Developmental Disability | (used in calculation of chronic homelessness) |
| 4.07 | Chronic Health Condition | (used in calculation of chronic homelessness) |
| 4.08 | HIV/AIDS | (used in calculation of chronic homelessness) |
| 4.09 | Mental Health Disorder | (used in calculation of chronic homelessness) |
| 4.10 | Substance Use Disorder | (used in calculation of chronic homelessness) |

**Universe:** Active clients in the report date range

***HMIS Reporting Glossary* Reference:** Active Clients; Date of Birth/Age; Chronically Homeless at Project Start; Household Types; Unduplicated Household Counts and Unduplicated Client Counts by Household Type

**Programming Instructions:**

1. Report using data from each person's latest project stay in the [report date range].
2. Report each person on lines 2 through 5 according to their chronic homelessness status at project start as described in the *HMIS Reporting Glossary*.

3. See Reporting counts of clients by element by household type for column instructions.
4. Report each person again in row 6 and column B.

## Q26c: Gender of Chronically Homeless Persons

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** Updated all row headers and added clarity on handling 8/9/99 responses occurring in conjunction with valid responses

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 2 | Woman | | | | | | 0 alone |
| 3 | Man | | | | | | 1 alone |
| 4 | Culturally Specific Identity | | | | | | 2 alone |
| 5 | Transgender | | | | | | 5 alone |
| 6 | Non-Binary | | | | | | 4 alone |
| 7 | Questioning | | | | | | 6 alone |
| 8 | Different Identity | | | | | | 3 alone |
| 9 | Woman/Man | | | | | | 0 & 1 |
| 10 | Woman/Culturally Specific Identity | | | | | | 0 & 2 |
| 11 | Woman/Transgender | | | | | | 0 & 5 |
| 12 | Woman/Non-Binary | | | | | | 0 & 4 |
| 13 | Woman/Questioning | | | | | | 0 & 6 |
| 14 | Woman/Different Identity | | | | | | 0 & 3 |
| 15 | Man/Culturally Specific Identity | | | | | | 1 & 2 |
| 16 | Man/Transgender | | | | | | 1 & 5 |
| 17 | Man/Non-Binary | | | | | | 1 & 4 |
| 18 | Man/Questioning | | | | | | 1 & 6 |
| 19 | Man/Different Identity | | | | | | 1 & 3 |
| 20 | Culturally Specific Identity/Transgender | | | | | | 2 & 5 |

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** | **Data Standards Response options** |
| 21 | Culturally Specific Identity/Non-Binary | | | | | | 2 & 4 |
| 22 | Culturally Specific Identity/Questioning | | | | | | 2 & 6 |
| 23 | Culturally Specific Identity/Different Identity | | | | | | 2 & 3 |
| 24 | Transgender/Non-Binary | | | | | | 5 & 4 |
| 25 | Transgender/Questioning | | | | | | 5 & 6 |
| 26 | Transgender/Different Identity | | | | | | 5 & 3 |
| 27 | Non-Binary/Questioning | | | | | | 4 & 6 |
| 28 | Non-Binary/Different Identity | | | | | | 4 & 3 |
| 29 | Questioning/Different Identity | | | | | | 6 & 3 |
| 30 | More than 2 Gender Identities Selected | | | | | | 3 or more of 0, 1, 2, 3, 4, 5, or 6 |
| 31 | Client Doesn't Know/Prefers Not to Answer | | | | | | 8 or 9 |
| 32 | Data Not Collected | | | | | | 99 |
| 33 | **Total** | | | | | | |

Use programming steps for Q10a with the following modifications:

- Report on all CH clients (not just adults).
- Include the additional column of output shown above ("With Only Children").
- The corresponding CSV output must contain the text shown in column A in the row header.

## Q26d: Age of Chronically Homeless Persons

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** Updated age range on row 7 and row 8. Replaced row header “Client Doesn’t Know/Client Refused” with “Client Doesn’t Know/Prefers Not to Answer”

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type |
| 2 | 0-17 | | | | | |
| 3 | 18-24 | | | | | |
| 4 | 25-34 | | | | | |
| 5 | 35-44 | | | | | |
| 6 | 45-54 | | | | | |
| 7 | 55-64 | | | | | |
| 8 | 65 + | | | | | |
| 9 | Client Doesn’t Know/Prefers Not to Answer | | | | | |
| 10 | Data Not Collected | | | | | |
| 11 | **Total** | | | | | |

Add CH status filter to Q11 for programming with different age groupings.

## Q26e: Physical and Mental Health Conditions - Chronically Homeless Persons

**Report Relevance:** CoC APR

**Changes from FY 2023:** Updated programming instructions for each column reference.

| | A | B | C | D | Z |
|---|---|---|---|---|---|
| 1 | | Conditions At Start | Conditions at Latest Assessment for Stayers | Conditions at Exit for Leavers | Data Standards Response options |
| 2 | Mental Health Disorder | | | | 1 |
| 3 | Alcohol Use Disorder | | | | 1 |
| 4 | Drug Use Disorder | | | | 2 |
| 5 | Both Drug and Alcohol Use Disorders | | | | 3 |

| | A | B | C | D | Z |
|---|---|---|---|---|---|
| 1 | | **Conditions At Start** | **Conditions at Latest Assessment for Stayers** | **Conditions at Exit for Leavers** | **Data Standards Response options** |
| 6 | Chronic Health Condition | | | | 1 |
| 7 | HIV/AIDS | | | | 1 |
| 8 | Developmental Disability | | | | 1 |
| 9 | Physical Disability | | | | 1 |

Column B = Add CH status filter to Q13a1 and report clients in total, without regard to household type.

Column C = Add CH status filter to Q13c1 and report clients in total, without regard to household type.

Column D = Add CH status filter to Q13b1 and report clients in total, without regard to household type.

## Q27: Youth Questions

To be completed if there are any youth served during the operating year

The questions on youth are a subset of questions required to be completed for all CoC APRs regarding youth households.

The Youth questions are designed, where possible, to reuse programming from a previous APR question with the application of a youth filter.

For all youth questions (Q27 series), “Youth” = any client age >= 12 and <= 24 provided that not one household member is above that age range. If so, exclude the entire household including the person age >= 12 and <= 24.

| Youth Questions | Report Relevance | Changes from APR FY 2023 | Add Youth filter to this question |
|---|---|---|---|
| Q27a: Age of Youth | CoC APR | Updated to match data standard elements | Q11 |
| Q27b: Parenting Youth | CoC APR | None | n/a |
| Q27c: Gender - Youth | CoC APR | Updated to match data standard elements | Q10a |
| Q27d: Living Situation - Youth | CoC APR | Updated to match data standard elements | Q15 |
| Q27e: Length of Participation - Youth | CoC APR | None | Q22a1 |

| Youth Questions | Report Relevance | Changes from APR FY 2023 | Add Youth filter to this question |
|---|---|---|---|
| Q27f1: Exit Destination - Youth | CoC APR | Updated to match data standard elements | Q23c |
| Q27f2:  Exit Destination - – Subsidy Type of Persons Exiting to Rental by Client With An Ongoing Subsidy | CoC APR | Updated to match data standard elements | Q23d |
| Q27g: Cash Income – Sources - Youth | CoC APR | None | Q17* |
| Q27h: Client Cash Income Category - Earned/Other Income Category - by Start and Annual Assessment/Exit Status - Youth | CoC APR | None | Q18* |
| Q27i: Disabling Conditions and Income for Youth at Exit | CoC APR | Added rows for missing income sources | Q19b* |
| Q27j: Average and Median Length of Participation in Days - Youth | CoC APR | None | Q22b |
| Q27k: Length of Time between Project Start Date and Housing Move-in Date - Youth | CoC APR | Updated to match changes in 22c | Q22c |
| Q27l: Length of Time Prior to Housing - based on 3.917 Date Homelessness Started - Youth | CoC APR | Updated to match changes in 22e | Q22e |
| Q27m: Education Status - Youth | CoC APR | New question | N/A |

* Q27g, Q27h, and Q27i also include youth heads of household who are minors, where the general questions (Q17, Q18, Q19b) apply only to adults.

## Q27a: Age of Youth

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** Replaced row header “Client Doesn’t Know/Client Refused” with “Client Doesn’t Know/Prefers Not to Answer”

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** |
| 2 | 12-17 | | | | | |
| 3 | 18-24 | | | | | |
| 4 | Client Doesn’t Know/Prefers Not to Answer | | | | | |
| 5 | Data Not Collected | | | | | |
| 6 | **Total** | | | | | --- |

Add Youth filter to Q11 for programming. Adjust age ranges as shown above.

## Q27b: Parenting Youth

**Report Relevance:** CoC APR

**Changes from FY 2023:** None

| | A | B | C | D | E |
|---|---|---|---|---|---|
| 1 | | **Total parenting youth** | **Total children of parenting youth** | **Total Persons** | **Total Households** |
| 2 | Parent youth < 18 | | | | |
| 3 | Parent youth 18 to 24 | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 3.15 | Relationship to Head of Household | 1, 2 |

**Universe:** Households with a youth who is a parent

***HMIS Reporting Glossary* Reference:** Active clients; Date of Birth/Age

**Programming Instructions:**

1. Use data attached to each head of household's latest project stay in the report date range. Include all other clients present with the head of household *on that project stay who are also active in the date range*. This is necessary in order to determine the "parenting youth" status of the entire household, even though one or more of the household members may have another later project stay in the report date range with a different head of household or as the head of household. **Please note: this is a departure from most other questions on this report which exclusively use data associated with each person's latest project stay.**
2. Apply the youth filter to the selected clients.
3. Of the youth clients, determine the heads of household ([relationship to head of household] = 1).
4. With the youth heads of household, determine if any of the household members active in the report date range are the child of the head of household ([relationship to head of household] = 2). Include clients of *any* age between 0 and 17 years old, even though clients below age 12 would not normally be included in the universe of "youth".
5. If the youth household has a child as determined in step 4:
    a. Report all heads of household plus all adults (age 18 – 24) in the household in column B according to the age of the head of household (age < 18 on line 2, or 18-24 on line 3). Include all adults in the household *regardless* of [relationship to head of household].
    b. Report all children (age 0 - 17) in the household in column C according to the age of the head of household. This includes children age 0 to 11 who will not be reported in any other youth question. Only include children in the household where the [relationship to head of household] = 2.
    c. Report all clients in the household in column D according to the age of the head of household. Include all members of the household *regardless* of [relationship to head of household].
    d. Report the household itself in column E according to the age of the head of household.

## Q27c: Gender – Youth

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** Updated all row headers and added clarity on handling 8/9/99 responses occurring in conjunction with valid responses

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 2 | Woman | | | | | | 0 alone |
| 3 | Man | | | | | | 1 alone |
| 4 | Culturally Specific Identity | | | | | | 2 alone |
| 5 | Transgender | | | | | | 5 alone |
| 6 | Non-Binary | | | | | | 4 alone |
| 7 | Questioning | | | | | | 6 alone |
| 8 | Different Identity | | | | | | 3 alone |
| 9 | Woman/Man | | | | | | 0 & 1 |
| 10 | Woman/Culturally Specific Identity | | | | | | 0 & 2 |
| 11 | Woman/Transgender | | | | | | 0 & 5 |
| 12 | Woman/Non-Binary | | | | | | 0 & 4 |
| 13 | Woman/Questioning | | | | | | 0 & 6 |
| 14 | Woman/Different Identity | | | | | | 0 & 3 |
| 15 | Man/Culturally Specific Identity | | | | | | 1 & 2 |
| 16 | Man/Transgender | | | | | | 1 & 5 |
| 17 | Man/Non-Binary | | | | | | 1 & 4 |
| 18 | Man/Questioning | | | | | | 1 & 6 |
| 19 | Man/Different Identity | | | | | | 1 & 3 |
| 20 | Culturally Specific Identity/Transgender | | | | | | 2 & 5 |
| 21 | Culturally Specific Identity/Non-Binary | | | | | | 2 & 4 |
| 22 | Culturally Specific Identity/Questioning | | | | | | 2 & 6 |

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** | **Data Standards Response options** |
| 23 | Culturally Specific Identity/Different Identity | | | | | | 2 & 3 |
| 24 | Transgender/Non-Binary | | | | | | 5 & 4 |
| 25 | Transgender/Questioning | | | | | | 5 & 6 |
| 26 | Transgender/Different Identity | | | | | | 5 & 3 |
| 27 | Non-Binary/Questioning | | | | | | 4 & 6 |
| 28 | Non-Binary/Different Identity | | | | | | 4 & 3 |
| 29 | Questioning/Different Identity | | | | | | 6 & 3 |
| 30 | More than 2 Gender Identities Selected | | | | | | 3 or more of 0, 1, 2, 3, 4, 5, or 6 |
| 31 | Client Doesn’t Know/Prefers Not to Answer | | | | | | 8 or 9 |
| 32 | Data Not Collected | | | | | | 99 |
| 33 | **Total** | | | | | | |

Use programming steps for Q10a with the following modifications:

- Report on all Youth clients (not just adults).
- Include the additional column of output shown above (“With Only Children”).
- The corresponding CSV output must contain the text shown in column A in the row header.

## Q27d: Living Situation – Youth

**Report Relevance:** CoC APR

Changes from APR FY 2023: Updated format, values, and restructuring for new categorization headings: (Homeless Situations (100-199), Temporary Housing Situations (300-399), Institutional Situations (200-299), Permanent Housing Situations (400-499), Other (1-99)

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 2 | **Homeless Situations** | | | | | | |
| 3 | Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside) | | | | | | 116 |
| 4 | Emergency shelter, including hotel or motel paid for with emergency shelter voucher, Host Home shelter | | | | | | 101 |
| 5 | Safe Haven | | | | | | 118 |
| 6 | **Subtotal** | | | | | | |
| 7 | **Institutional Situations** | | | | | | |
| 8 | Foster care home or foster care group home | | | | | | 215 |
| 9 | Hospital or other residential non-psychiatric medical facility | | | | | | 206 |
| 10 | Jail, prison, or juvenile detention facility | | | | | | 207 |
| 11 | Long-term care facility or nursing home | | | | | | 225 |
| 12 | Psychiatric hospital or other psychiatric facility | | | | | | 204 |
| 13 | Substance abuse treatment facility or detox center | | | | | | 205 |
| 14 | **Subtotal** | | | | | | |
| 15 | **Temporary Situations** | | | | | | |
| 16 | Transitional housing for homeless persons (including homeless youth) | | | | | | 302 |

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** | **Data Standards Response options** |
| 17 | Residential project or halfway house with no homeless criteria | | | | | | 329 |
| 18 | Hotel or motel paid for without emergency shelter voucher | | | | | | 314 |
| 19 | Host Home (non-crisis) | | | | | | 332 |
| 20 | Staying or living in a friend's room, apartment, or house | | | | | | 336 |
| 21 | Staying or living in a family member's room, apartment, or house | | | | | | 335 |
| 22 | **Subtotal** | | | | | | |
| 23 | **Permanent Situations** | | | | | | |
| 24 | Rental by client, no ongoing housing subsidy | | | | | | 410 |
| 25 | Rental by client, with ongoing housing subsidy | | | | | | 435 |
| 26 | Owned by client, with ongoing housing subsidy | | | | | | 421 |
| 27 | Owned by client, no ongoing housing subsidy | | | | | | 411 |
| 28 | **Subtotal** | | | | | | |
| 29 | Client Doesn't Know/Prefers Not to Answer | | | | | | 8 or 9 |
| 30 | Data Not Collected | | | | | | 99 |
| 31 | **Subtotal** | | | | | | |
| 32 | **TOTAL** | | | | | | |

Add youth filter to Q15 for programming. Note: this table only includes youth who are heads of a household.

## Q27e: Length of Participation - Youth

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** Renumbered, removed "data not collected" row

| | A | B | C | D |
|---|---|---|---|---|
| 1 | | **Total** | **Leavers** | **Stayers** |
| 2 | 30 days or less | | | |
| 3 | 31 to 60 days | | | |
| 4 | 61 to 90 days | | | |
| 5 | 91 to 180 days | | | |
| 6 | 181 to 365 days | | | |
| 7 | 366 to 730 days (1-2 Yrs) | | | |
| 8 | 731 to 1,095 days (2-3 Yrs) | | | |
| 9 | 1,096 to 1,460 days (3-4 Yrs) | | | |
| 10 | 1,461 to 1,825 days (4-5 Yrs) | | | |
| 11 | More than 1,825 days (> 5 Yrs) | | | |
| 12 | **Total** | | | |

Add youth filter to Q22a1 for programming.

## Q27f1: Exit Destination – Youth

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** Updated format, values, and restructuring for new categorization headings: (Homeless Situations (100-199), Temporary Housing Situations (300-399), Institutional Situations (200-299), Permanent Housing Situations (400-499), Other (1-99)

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** | **Data Standards Response options** |
| 2 | **Homeless Situations** | | | | | | |
| 3 | Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside) | | | | | | 116 |
| 4 | Emergency shelter, including hotel or motel paid for with emergency shelter voucher, Host Home shelter | | | | | | 101 |
| 5 | Safe Haven | | | | | | 118 |
| 6 | **Subtotal** | | | | | | |
| 7 | **Institutional Situations** | | | | | | |
| 8 | Foster care home or foster care group home | | | | | | 215 |
| 9 | Hospital or other residential non-psychiatric medical facility | | | | | | 206 |
| 10 | Jail, prison, or juvenile detention facility | | | | | | 207 |
| 11 | Long-term care facility or nursing home | | | | | | 225 |
| 12 | Psychiatric hospital or other psychiatric facility | | | | | | 204 |
| 13 | Substance abuse treatment facility or detox center | | | | | | 205 |
| 14 | **Subtotal** | | | | | | |
| 15 | **Temporary Situations** | | | | | | |

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type | Data Standards Response options |
| 16 | Transitional housing for homeless persons (including homeless youth) | | | | | | 302 |
| 17 | Residential project or halfway house with no homeless criteria | | | | | | 329 |
| 18 | Hotel or motel paid for without emergency shelter voucher | | | | | | 314 |
| 19 | Host Home (non-crisis) | | | | | | 332 |
| 20 | Staying or living with family, temporary tenure (e.g., room, apartment, or house) | | | | | | 312 |
| 21 | Staying or living with friends, temporary tenure (e.g., room, apartment, or house) | | | | | | 313 |
| 22 | Moved from one HOPWA funded project to HOPWA TH | | | | | | 327 |
| 23 | **Subtotal** | | | | | | |
| 24 | **Permanent Situations** | | | | | | |
| 25 | Staying or living with family, permanent tenure | | | | | | 422 |
| 26 | Staying or living with friends, permanent tenure | | | | | | 423 |
| 27 | Moved from one HOPWA funded project to HOPWA PH | | | | | | 426 |
| 28 | Rental by client, no ongoing housing subsidy | | | | | | 410 |
| 29 | Rental by client, with ongoing housing subsidy | | | | | | 435 |
| 30 | Owned by client, with ongoing housing subsidy | | | | | | 421 |
| 31 | Owned by client, no ongoing housing subsidy | | | | | | 411 |

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** | **Data Standards Response options** |
| 32 | **Subtotal** | | | | | | |
| 33 | **Other Situations** | | | | | | |
| 34 | No Exit Interview completed | | | | | | 30 |
| 35 | Other | | | | | | 17 |
| 36 | Deceased | | | | | | 24 |
| 37 | Client Doesn’t Know/Prefers Not to Answer | | | | | | 8 or 9 |
| 38 | Data Not Collected | | | | | | 99 |
| 39 | **Subtotal** | | | | | | |
| 40 | **TOTAL** | | | | | | |
| 41 | Total persons exiting to positive housing destinations | | | | | | |
| 42 | Total persons exiting to destinations that excluded them from the calculation | | | | | | |
| 43 | Percentage of persons exiting to positive housing destinations | = B41 / (B40 – B42) | = C42 / (C40 – C42) | = D42 / (D40 – D42) | = E42 / (E40 – E42) | = F42 / (F40 – F42) | |

Add Youth filter to Q23c for programming.

## Q27f2: Exit Destination – Subsidy Type of Persons Exiting to Rental by Client With An Ongoing Subsidy - Youth

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** New question

| | A | B | C | D | E | F | Z |
|---|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** | **Data Standards Response options** |
| 2 | GPD TIP housing subsidy | | | | | | 428 |
| 3 | VASH housing subsidy | | | | | | 419 |
| 4 | RRH or equivalent subsidy | | | | | | 431 |
| 5 | HCV voucher (tenant or project based) (not dedicated) | | | | | | 433 |
| 6 | Public housing unit | | | | | | 434 |
| 7 | Rental by client, with other ongoing housing subsidy | | | | | | 420 |
| 8 | Housing Stability Voucher | | | | | | 436 |
| 9 | Family Unification Program Voucher (FUP) | | | | | | 437 |
| 10 | Foster Youth to Independence Initiative (FYI) | | | | | | 438 |
| 11 | Permanent Supportive Housing | | | | | | 439 |
| 12 | Other permanent housing dedicated for formerly homeless persons | | | | | | 440 |
| 13 | **TOTAL** | | | | | | |

Add Youth filter to Q23d for programming.

## Q27g: Cash Income – Sources - Youth

**Report Relevance:** CoC APR

**Changes from APR FY 2023** None

| | A | B | C | D |
|---|---|---|---|---|
| 1 | | **Income at Start** | **Income at Latest Annual Assessment for Stayers** | **Income at Exit for Leavers** |
| 2 | Earned Income | | | |
| 3 | Unemployment Insurance | | | |
| 4 | Supplemental Security Income (SSI) | | | |
| 5 | Social Security Disability Insurance (SSDI) | | | |
| 6 | VA Service – Connected Disability Compensation | | | |
| 7 | VA Non-Service Connected Disability Pension | | | |
| 8 | Private Disability Insurance | | | |
| 9 | Worker's Compensation | | | |
| 10 | Temporary Assistance for Needy Families (TANF) | | | |
| 11 | General Assistance (GA) | | | |
| 12 | Retirement Income from Social Security | | | |
| 13 | Pension or retirement income from a former job | | | |
| 14 | Child Support | | | |
| 15 | Alimony and other spousal support | | | |
| 16 | Other Source | | | |
| 17 | Youth with Income Information at Start and Annual Assessment/Exit | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 4.02 | Income and Sources | Earned Income and all other sources |

Add youth filter to Q17, but expand universe to include youth adults **AND** youth heads of household even if they are not adults.

## Q27h: Client Cash Income Category - Earned/Other Income Category - by Start and Annual Assessment/Exit Status - Youth

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** None

| | A | B | C | D |
|---|---|---|---|---|
| 1 | **Number of Youth By Income Category** | **Number of Youth at Start** | **Number of Youth at Annual Assessment (Stayers)** | **Number of Youth at Exit (Leavers)** |
| 2 | Youth with Only Earned Income (i.e., Employment Income) | | | |
| 3 | Youth with Only Other Income | | | |
| 4 | Youth with Both Earned and Other Income | | | |
| 5 | Youth with No Income | | | |
| 6 | Youth with Client Doesn't Know/Prefers Not to Answer Income Information | | | |
| 7 | Youth with Missing Income Information | | | |
| 8 | Number of youth stayers not yet required to have an annual assessment | | | |
| 9 | Number of youth stayers without required annual assessment | | | |
| 10 | **Total Youth** | | | |
| 11 | 1 or more source of income | | | |
| 12 | Youth with Income Information at Start and Annual Assessment/Exit | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 4.02 | Income and Sources | Earned Income and all other sources |

Add youth filter to Q18, but expand universe to include youth adults **AND** youth heads of household even if they are not adults.

## Q27i: Disabling Conditions and Income for Youth at Exit

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** Added missing rows for "Unemployment Insurance" (row 3), "VA Non-Service-Connected Disability Pension" (row 7), General Assistance (row 11), and Alimony and other spousal support" (row 15)

| | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | **AO: Youth with Disabling Condition** | **AO: Youth without Disabling Condition** | **AO: Total Youth** | **AO: % with Disabling Condition by Source** | **AC: Youth with Disabling Condition** | **AC: Youth without Disabling Condition** | **AC: Total Youth** | **AC: % with Disabling Condition by Source** | **CO: Youth with Disabling Condition** | **CO: Youth without Disabling Condition** | **CO: Total Youth** | **CO: % with Disabling Condition by Source** | **UK: Youth with Disabling Condition** | **UK: Youth without Disabling Condition** | **UK: Total Youth** | **UK: % with Disabling Condition by Source** |
| 2 | Earned Income | | | | | | | | | | | | | | | | |
| 3 | Unemployment Insurance | | | | | | | | | | | | | | | | |
| 4 | Supplemental Security Income (SSI) | | | | | | | | | | | | | | | | |
| 5 | Social Security Disability Insurance (SSDI) | | | | | | | | | | | | | | | | |
| 6 | VA Service-Connected Disability Compensation | | | | | | | | | | | | | | | | |
| 7 | VA Non-Service-Connected Disability Pension | | | | | | | | | | | | | | | | |

| 1 | | AO: Youth with Disabling Condition | AO: Youth without Disabling Condition | AO: Total Youth | AO: % with Disabling Condition by Source | AC: Youth with Disabling Condition | AC: Youth without Disabling Condition | AC: Total Youth | AC: % with Disabling Condition by Source | CO: Youth with Disabling Condition | CO: Youth without Disabling Condition | CO: Total Youth | CO: % with Disabling Condition by Source | UK: Youth with Disabling Condition | UK: Youth without Disabling Condition | UK: Total Youth | UK: % with Disabling Condition by Source |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 8 | Private Disability Insurance | | | | | | | | | | | | | | | | |
| 9 | Worker's Compensation | | | | | | | | | | | | | | | | |
| 10 | Temporary Assistance for Needy Families (TANF) | | | | | | | | | | | | | | | | |
| 11 | General Assistance (GA) | | | | | | | | | | | | | | | | |
| 12 | Retirement Income from Social Security | | | | | | | | | | | | | | | | |
| 13 | Pension or retirement income from a former job | | | | | | | | | | | | | | | | |
| 14 | Child Support | | | | | | | | | | | | | | | | |
| 15 | Alimony and other spousal support | | | | | | | | | | | | | | | | |
| 16 | Other source | | | | | | | | | | | | | | | | |

| 1 | | AO: Youth with Disabling Condition | AO: Youth without Disabling Condition | AO: Total Youth | AO: % with Disabling Condition by Source | AC: Youth with Disabling Condition | AC: Youth without Disabling Condition | AC: Total Youth | AC: % with Disabling Condition by Source | CO: Youth with Disabling Condition | CO: Youth without Disabling Condition | CO: Total Youth | CO: % with Disabling Condition by Source | UK: Youth with Disabling Condition | UK: Youth without Disabling Condition | UK: Total Youth | UK: % with Disabling Condition by Source |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 17 | No Sources | | | | | | | | | | | | | | | | |
| 18 | Unduplicated Total Youth | | | | | | | | | | | | | | | | |

Add youth filter to Q19b, but expand universe to include youth adults **AND** youth heads of household even if they are not adults. This results in needing four additional columns (J through M) to accommodate child-only households, with the unknown-household columns staying at the far right.

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |
| 3.08 | Disabling Condition | |
| 4.02 | Income and Sources | Earned Income and all other sources |

## Q27j: Average and Median Length of Participation in Days - Youth

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** None

| | A | B | C |
|---|---|---|---|
| 1 | | **Leavers** | **Stayers** |
| 2 | Average Length | | |
| 3 | Median Length | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | All projects |

Add youth filter to Q22b.

## Q27k: Length of Time between Project Start Date and Housing Move-in Date - Youth

**Report Relevance:** CoC APR

**Changes from APR FY 2023:** Update to match changes in 22c

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | | **Total** | **Without Children** | **With Children and Adults** | **With Only Children** | **Unknown Household Type** |
| 2 | 7 days or less | | | | | |
| 3 | 8 to 14 days | | | | | |
| 4 | 15 to 21 days | | | | | |
| 5 | 22 to 30 days | | | | | |
| 6 | 31 to 60 days | | | | | |
| 7 | 61 to 90 days | | | | | |
| 8 | 91 to 180 days | | | | | |
| 9 | 181 to 365 days | | | | | |
| 10 | 366 to 730 days (1-2 Yrs) | | | | | |
| 11 | **Total (persons moved into housing)** | | | | | |
| 12 | **Average length of time to housing** | | | | | |
| 13 | **Persons who were exited without move-in** | | | | | |
| 14 | **Total persons** | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | 13 (RRH), 3 (PSH), 7 (Other) with 2.06 Funding Source of HUD: Pay for Success (35) |
| 3.20 | Housing Move-in Date | mm/dd/yyyy |

Add youth filter to Q22c.

## Q27l: Length of Time Prior to Housing - based on 3.917 Date Homelessness Started - Youth

**Report Relevance:** CoC APR

**Changes from FY 2023:** Update to match changes in 22e

| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | | Total | Without Children | With Children and Adults | With Only Children | Unknown Household Type |
| 2 | 7 days or less | | | | | |
| 3 | 8 to 14 days | | | | | |
| 4 | 15 to 21 days | | | | | |
| 5 | 22 to 30 days | | | | | |
| 6 | 31 to 60 days | | | | | |
| 7 | 61 to 90 days | | | | | |
| 8 | 91 to 180 days | | | | | |
| 9 | 181 to 365 days | | | | | |
| 10 | 366 to 730 days (1-2 Yrs) | | | | | |
| 11 | 731 days or more | | | | | |
| 12 | **Total (persons moved into housing)** | | | | | |
| 13 | Not yet moved into housing | | | | | |
| 14 | Data not collected | | | | | |
| 15 | **Total persons** | | | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | 0 (ES-EE); 1 (EE-NbN); 2 (TH); 3 (PSH); 7 (Other) with 2.06 Funding Source of HUD: Pay for Success (35); 8 (SH); 9 (PH); 13 (RRH) |
| 3.917.3 | Approximate date this episode started | |
| 3.20 | Housing Move-in Date | mm/dd/yyyy |

Add youth filter to Q22e.

## Q27m: Education Status – Youth

Changes from APR FY 2023: New Question

| | A | B | C | Z |
|---|---|---|---|---|
| 1 | **Current school and attendance** | **At Project Start** | **At Project Exit** | **Data Standards Response** |
| 2 | Not currently enrolled in any school or education course | | | C3 = 0 |
| 3 | Currently enrolled but not attending regularly | | | C3 = 1 |
| 4 | Currently enrolled and attending regularly | | | C3 = 2 |
| 5 | Client Doesn’t Know / Prefers Not to Answer | | | C3 = 8 or 9 |
| 6 | Data not collected | | | C3 = 99 |
| 7 | **For those not enrolled – most recent education status** | | | |
| 8 | K12: Graduated from high school | | | C3.A = 0 |
| 9 | K12: Obtained GED | | | C3.A =1 |
| 10 | K12: Dropped out | | | C3.A =2 |
| 11 | K12: Suspended | | | C3.A =3 |
| 12 | K12: Expelled | | | C3.A =4 |
| 13 | Higher education: Pursuing a credential but not currently attending | | | C3.A =5 |
| 14 | Higher education: Dropped out | | | C3.A =6 |
| 15 | Higher education: Obtained a credential/degree | | | C3.A =7 |
| 16 | Client Doesn’t Know/Prefers Not to Answer | | | C3.A = 8 or 9 |
| 17 | Data not collected | | | C3.A = 99 |
| 18 | **For those currently enrolled – current status** | | | |
| 19 | Pursuing a high school diploma or GED | | | C3.B = 0 |
| 20 | Pursuing Associate Degree | | | C3.B = 1 |
| 21 | Pursuing Bachelor Degree | | | C3.B = 2 |
| 22 | Pursuing Graduate Degree | | | C3.B = 3 |
| 23 | Pursuing other post-secondary credential | | | C3.B = 4 |
| 24 | Client Doesn’t Know/Prefers Not to Answer | | | C3.B = 8 or 9 |

| | A | B | C | Z |
|---|---|---|---|---|
| 1 | **Current school and attendance** | **At Project Start** | **At Project Exit** | **Data Standards Response** |
| 25 | Data not collected | | | C3.B = 99 |
| 26 | **Total persons** | | | |

| Field No | Other Relevant Data Standards Required | Relevant Data |
|---|---|---|
| 2.02.6 | Project Type | 2 (TH); 3 (PSH); 4 (SO); 6 (SSO); 13 (RRH) |
| C3 | Youth Education Status | All |
| C3.A | Most Recent Educational Status | All |
| C3.B | Current Educational Status | All |

**Universe:** Youth heads of household who exited from YHDP-funded projects in the report date range

***HMIS Reporting Glossary* Reference:** Active Client; Date of Birth/Age; Household Types; Unduplicated Household Counts; and Unduplicated Client Counts by Household Type

**Programming Instructions:**

1. Report the distinct counts of youth heads of household by their responses in [youth education status] and any relevant dependencies. See Reporting counts of clients by element by household type for column instructions.
2. Column B reports on leavers according to their value at project start. Column C reports on leavers according to their value at project exit. Stayers are excluded from this question.
3. Report included clients in rows 2-6 according to their response to [current school enrollment and attendance].
4. On rows 8-17, report clients where [current school enrollment and attendance] = 0 according to their response to [most recent educational status].
5. On rows 19-25, report clients where [current school enrollment and attendance] = 1 or 2 according to their response to [current educational status].
6. On row 26, report the distinct count of all included clients.

## Appendix A: Exit Destinations

Destinations indicated with an ☒ cause leavers with those destinations to be completely excluded from the entire measure universe. Clients whose destination is indicated with an ☑ will be included in the measure universe. Undefined project types should use the “HP & PH (all)” column when determining positive exit destinations.

| Data Standards Response | Exit Destinations | SO | ES-EE | ES-NbN | TH | HP & PH (all) | SH | SSO |
|---|---|---|---|---|---|---|---|---|
| **Homeless Situations (100-199)** | | | | | | | | |
| 101 | Emergency shelter, including hotel or motel paid for with emergency shelter voucher, Host Home shelter | ☑ | | | | | | |
| 116 | Place not meant for habitation | | | | | | | |
| 118 | Safe Haven | ☑ | | | | | | |
| **Institutional Situations (200-299)** | | | | | | | | |
| 206 | Hospital or other residential non-psychiatric medical facility | ☒ | ☒ | ☒ | ☒ | ☒ | ☒ | ☒ |
| 215 | Foster care home or foster care group home | ☑ | ☒ | ☒ | ☒ | ☒ | ☒ | ☒ |
| 207 | Jail, prison, or juvenile detention facility | | | | | | | |
| 204 | Psychiatric hospital or other psychiatric facility | ☑ | | | | | | |
| 205 | Substance abuse treatment facility or detox center | ☑ | | | | | | |
| 225 | Long-term care facility or nursing home | ☑ | ☒ | ☒ | ☒ | ☒ | ☒ | ☒ |
| **Temporary Housing Situations (300-399)** | | | | | | | | |
| 329 | Residential project or halfway house with no homeless criteria | ☒ | | | | | | |
| 314 | Hotel or motel paid for without emergency shelter voucher | ☑ | | | | | | |
| 312 | Staying or living with family, temporary tenure | ☑ | | | | | | |
| 313 | Staying or living with friends, temporary tenure | ☑ | | | | | | |
| 302 | Transitional housing for homeless persons (including homeless youth) | ☑ | | | | | | |
| 327 | Moved from one HOPWA funded project to HOPWA TH | ☑ | | | | | | |
| 332 | Host Home (non-crisis) | ☑ | ☑ | ☑ | ☑ | | | |
| **Permanent Housing Situations (400-499)** | | | | | | | | |
| 426 | Moved from one HOPWA funded project to HOPWA PH | ☑ | ☑ | ☑ | ☑ | ☑ | ☑ | ☑ |
| 411 | Owned by client, no ongoing housing subsidy | ☑ | ☑ | ☑ | ☑ | ☑ | ☑ | ☑ |
| 421 | Owned by client, with ongoing housing subsidy | ☑ | ☑ | ☑ | ☑ | ☑ | ☑ | ☑ |

| Data Standards Response | Exit Destinations | SO | ES-EE | ES-NbN | TH | HP & PH (all) | SH | SSO |
|---|---|---|---|---|---|---|---|---|
| 410 | Rental by client, no ongoing housing subsidy | ☑ | ☑ | ☑ | ☑ | ☑ | ☑ | ☑ |
| 435 | Rental by client, with housing subsidy | ☑ | ☑ | ☑ | ☑ | ☑ | ☑ | ☑ |
| 422 | Staying or living with family, permanent tenure | ☑ | ☑ | ☑ | ☑ | ☑ | ☑ | ☑ |
| 423 | Staying or living with friends, permanent tenure | ☑ | ☑ | ☑ | ☑ | ☑ | ☑ | ☑ |
| **Other (1-99)** | | | | | | | | |
| 24 | Deceased | ☒ | ☒ | ☒ | ☒ | ☒ | ☒ | ☒ |
| 8 | Client doesn't know | | | | | | | |
| 9 | Client prefers not to answer | | | | | | | |
| 99 | Data not collected | | | | | | | |
| 30 | No exit interview completed | | | | | | | |
| 17 | Other | | | | | | | |

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