

2026 Housing Inventory Count Survey Training

February 9th, 2026



Housing Inventory Count Survey Training

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Summary & Purpose

The HIC is a one-night inventory count of projects within the CoC that provide beds and units dedicated to serving persons who are homeless. It is intended to provide HUD and the CoC with information about the shelter and housing capacity of homeless crisis response systems. It should reflect the number of beds and units available for occupancy on the night of the PIT count.

Count Date for 2026: January 22, 2026

Purpose

- Contributes to accuracy in the LSA
- Bed and Unit inventory utilized for Coordinated Entry
- A component of the CoC's annual NOFO application
- Informs the system's decisions with data



Who Needs to Submit a HIC Survey

For the HIC, a project with dedicated beds/units is one where:

- The primary intent of the project is to serve homeless persons
- The project verifies homeless status as part of its eligibility determination
- The actual project clients are predominantly homeless (or, for permanent housing, where clients are homeless at entry).

HUD Project Types included in the HIC:

- Emergency Shelter (ES) (Entry/Exit and Night-by-Night)
- Transitional Housing (TH)
- Safe Haven (SH)
- Permanent Housing (PH)
 - Permanent Supportive Housing (PSH)
 - Rapid Re-housing (RRH)
 - Other Permanent Housing
 - Permanent Housing – Housing with Services (no disability required)
 - Permanent Housing – Housing Only

Required for all project no matter if they are HMIS Participating /Non Participating or funded through HUD or other sources.



Timeline & Submission

February 9, 2026 - HIC survey opens (<https://s.alchemer.com/s3/76f6dd357c9e>)

February 16, 2026 – All Chicago will send out reminders to providers

February 20, 2026 - HIC survey closes

Submission

A separate HIC survey must be completed for each required project within your agency.

All surveys must be completed and submitted via Alchemer. PDF submissions will not be accepted

Housing Inventory Count Reference Table

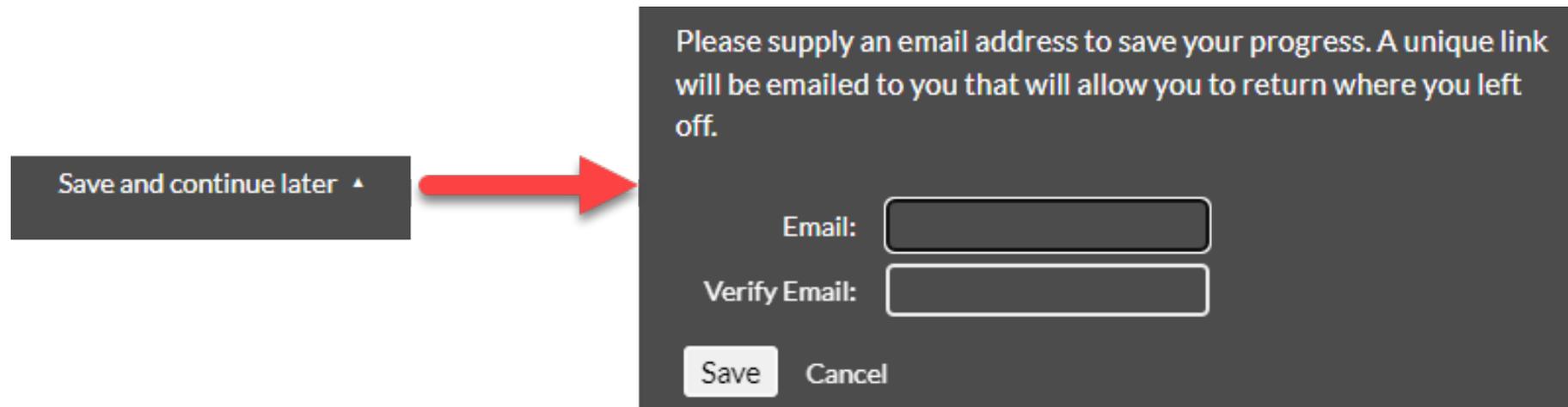
<https://hmis.allchicago.org/hc/en-us/articles/12451585191956>

All providers, both participating and non-participating must **submit surveys no later than 11:59 PM on Friday, February 20, 2026**



Helpful Tips

- Have project information available prior to completing the survey
- Review the PDF version on our [Workflow](#) helpdesk article to understand all the questions being asked
- Survey allows the opportunity to Save and continue later via the drop-down icon in the top right corner of the survey



Survey Section Overview

The HIC survey will ask projects to verify data found in HMIS. Projects will affirm, or update, data relating to the following elements of your project(s):

Section 1: Project Information

Section 2: Inventory in Development

Section 3: Project Type

Section 4: Target Population

Section 5: Units

Section 6: Beds

Section 7: Emergency Shelter Beds (ES types only)

Section 8: HMIS Participation

Section 9: Night of January 22, 2026 (Non-Participating projects only)



Logging into the Survey

You will only need the project's HMIS ID to log in. The HMIS ID will act as the Username and Password.

Username: HMIS Project ID

Password: HMIS Project ID

Example: (883) All Chicago - Emergency Shelter

Username: 883

Password: 883

New Login / Password

Username

Password

Next

0%



Section 1: Project Information

1.
Contact Information *

First Name Last Name

Title

Email Address *

Phone Number

Secondary Contact (please indicate a separate individual)

First Name

Last Name

Title

Email

Phone Number

Primary Contact

- Email addresses added for primary contact will be used for submission confirmations.

Secondary Contact

Section 1: Project Information

2.

What is the Operating Start Date for this project?

Please provide the month, date and year (mm/dd/yyyy) in which the project first started serving clients. *

3.

Enter the Housing Type for this project.

For Clustered, Multiple Sites, and Scattered Sites projects: Please enter the complete address (including zip code) where the majority of beds & units are located OR the agency's complete mailing address.

Domestic Violence - Victim Service Providers (VSP) ARE NOT required to provide address information, however, the project must include a zip code.

*

Site-based/single site Address (include zip code):

Site-based/clustered-multiple sites Address (include zip codes):

Tenant-based/scattered sites (include zip codes):

Domestic Violence - Address Confidential (only zip codes)

The operating Start Date is when the project first started serving clients

If your project has an End Date that has passed, please see [Project Deactivation Article](#)

For the Housing Type question, if you select any housing type besides 'Site-based/single site Address', you will be asked to also select the zip codes your project operates in.



Section 1: Project Information

Select all funding sources that apply.

Be sure to include the Grant Identification Number or Award ID for each funding source selected

4.

Does this project receive any of the following funding sources?

(Select all that apply.)

For each funding source you select, enter the most recent funding identification number.*

HUD: CoC - Homelessness Prevention

HUD: CoC - Permanent Supportive Housing

HUD: CoC - Rapid Re-Housing

HUD: CoC - Supportive Services Only

HUD: CoC - Transitional Housing

HUD: CoC - Safe Haven

HUD: CoC - Single Room Occupancy (SRO)

HUD: CoC - Youth Homeless Demonstration Program (YHDP)

HUD: CoC - Joint Component TH/RRH

HUD: CoC - Builds

HUD: ESG - Emergency Shelter

HUD: ESG - Homelessness Prevention



Section 2: Inventory in Development

If your project number of beds or units increased or stayed the same between February 1, 2025, and January 22, 2026, your inventory will be considered 'Current'.

Current Beds/Units:

- Any beds or units available for occupancy on the night of January 22, 2026.

Under Development Beds/Units:

- Any beds and/or units that are fully funded in FY26 and will be available for occupancy on or after January 23, 2026.



Section 2: Inventory in Development

5. Will this project have new, fully funded Beds and/or Units ready for occupancy on or after January 23, 2026? *

- Yes - Our project will have new fully funded Beds and/or Units that are not currently available for occupancy but will be available on or after January 23, 2026.
- No - Beds and/or Units are current.

You indicated this project will have new, fully funded Beds and/or Units that will be ready for occupants on or after January 23, 2026.

Please record the total number of new Beds and/or Units below. *

Number of Beds in development

Number of Units in development



Section 3: Project Type

The Project Types included are based on the most recently published 2026 HMIS Data Standards

7.

Project Type *

- Emergency Shelter - Entry Exit
- Emergency Shelter - Night by Night
- Transitional Housing
- Safe Haven
- PH - Permanent Supportive Housing (disability required for entry)
- PH - Rapid Re-Housing
- PH - Housing with services
- PH - Housing only

This section is important to complete. Depending on the Project Type selected, the survey will populate additional questions needed for the HIC.

Section 4: Target Population

Projects can indicate a 'Target Population' if they meet the following two criteria:

- 1) The project intends to serve that specific population
- 2) At least 75% of the clients served by the project fit the target group descriptor

Only one Target Population may be selected per project. If the project doesn't serve a Target Population, indicate N/A.



Section 4: Target Population

9. Please select the correct Target Population for this Project. *

- DV: Domestic violence victims
- HIV: Persons with HIV/AIDS
- N/A: Not Applicable - Project does not have a HUD Target Population

You indicated that you are a DV Service Provider. Please select what comparable data base your agency/project is using. *

- InfoNet
- Other - Write In (Required)

DV providers will be required to select if you use InfoNet, or report on an alternate comparable database at your agency.

HUD is requiring that we report this information via the HIC.

Section 5: Units

9.

Total Number of Units *

10.

**Number of Units for households with at least 1 adult and 1 child
(Family Units) ***

11.

Number of units for single adult households (Singles) *

12.

Number of units for child-only households (Minors) *

Unit:

Units should be viewed as the count of households that can be served. If the project is serving Single clients, then the Unit and Bed inventory Must be 1:1

If Units are unavailable for a particular household type 0 should be added to the text field

Section 6: Beds

15.

Total Number of Beds *

16.

**Number of beds for households with at least 1 adult and 1 child
(Family Beds) ***

17.

Number of beds for single adult households (Singles) *

18.

Number of beds for child-only households (Minors) *

Beds:

Beds should be viewed as the count of individual clients that can be served. If the project is serving Families then the Unit and Bed inventory Can Not be 1:1

If Beds are unavailable for a particular household type 0 should be added to the text field



Section 6: Beds Dedicated Beds

Beds funded by HUD or another Federal Partner dedicated to the listed populations below must be reported as Dedicated Beds. These categories are now:

- **Chronic Homeless (PSH Only)** – The number of beds that are dedicated to housing persons experiencing chronic homelessness and their household members.
- **Veterans** - The number of beds dedicated to housing Veterans experiencing homelessness and their household members.
- **Youth** - The number of beds that are dedicated to youth-led households (persons up to age 24) experiencing homelessness and their household members.

Section 6: Beds Dedicated Beds

19. Please report if your project has any Youth Dedicated Beds. Indicate '0' if not applicable. *

Beds Dedicated to Youth

Single Individuals

Households with At Least 1 Child and 1 Adult

20. Please report if your project has any Veteran Dedicated Beds. Indicate '0' if not applicable. *

Beds Dedicated to Veterans

Single Individuals

Households with At Least 1 Child and 1 Adult

21. Please report if your project has any Chronic Homeless Dedicated Beds. Indicate '0' if not applicable. *

Beds Dedicated to Chronic Homeless

Single Individuals

Households with At Least 1 Child and 1 Adult

The total dedicated bed count (cumulative total of questions 19 through 21) should not exceed the total bed count for question 15 on the survey.

Section 7: Emergency Shelter Beds (ES types only)

This section applies to both Emergency Shelter Entry/Exit and Night-by-Night HUD Types.

22.

Did your project's bed availability change during 2025? Meaning, did you alter the number of year-round or seasonal beds?

*

- Yes
- No

23.

Did your project's bed type change during 2025?

Single Beds vs Family Beds *

- Yes
- No

24.

Did your project's number of overflow beds change during 2025? *

- Yes
- No

Each ES project must indicate the Bed Type, Bed and Unit Availability as well as Overflow Beds. If Type or Availability has changed, you will be asked to provide the current information.



Section 7: Emergency Shelter Beds (ES types only)

You indicated the Bed Availability has changed, please record the correct Bed Availability.

Year-Round Beds: Year-round beds are available on a year-round basis.

Seasonal Beds: Seasonal beds are not available year-round, but instead are available on a planned basis, with start and end dates, during an anticipated period of higher demand. Please identify only the total number of seasonal beds available for occupancy on the night of the count (1/23/2025).

*

Number of Year Round Beds
Available

Number of Seasonal Beds
Available

You indicated the Bed Type (for Emergency Shelters Only) has changed, please indicate the correct type of beds offered by the Emergency Shelter.

***Facility Based:** Beds (including cots or mats) located in a residential homeless assistance facility dedicated for use by persons who are homeless.*

***Voucher:** Beds located in a hotel or motel and made available by the homeless assistance project through vouchers or other forms of payment*

***Other:** Beds located in a church or other facility not dedicated for use by persons who are homeless. **

- Facility Based
- Voucher
- Other (please indicate what types of beds)

Section 9: HMIS Participation

27. Please select the appropriate HMIS Bed Participation for this Project. *

- Yes - All Beds Participate in HMIS
- A portion of beds in this project does not use HMIS - the number of participating HMIS beds are:
- No - None of the Beds in this project participate in HMIS
- No - This project is a Domestic Violence Project

You indicated your project does not participate in HMIS or a portion of beds are participating.

Please record why the project or beds do not participate in HMIS. If your project is interested in learning more about HMIS, please indicate so in the box below and we will reach out to discuss further.

*

Se

HMIS Bed Participation: Projects that make a reasonable effort to record all universal data elements on all clients served in those beds and disclose that information through the Data Quality process.

If a project is separated into two HMIS projects; participating HMIS beds/units and non-participating beds/units already, indicate 'Yes' that all beds are participating.

If you indicate non-participating, additional questions will be required

Section 10: Night of January 22, 2026 (Non-Participating projects only)

Non-participating projects will complete this section based on their internal data from the night of January 22, 2026. This section will capture the count of clients served on the night of January 22, 2026.

26. How many Clients were served in the project on January 22, 2026?

This would be the total count of individual clients active in the project on January 22, 2026

For Permanent Housing projects (PSH, RRH, Other PH), clients must have moved into housing on or before January 22, 2026, to be counted. Clients that are not housed should not be included in this count.

*

Number of Clients

27. How many Households were served in the project on January 22, 2026?

This would be the total count of individual clients active in the project on January 22, 2026

For Permanent Housing projects (PSH, RRH, Other PH), the Head of Household must have moved into housing on or before January 22, 2026, to be counted. Households that are not housed should not be included in this count.

*

Number of Households

Resources

2026 Housing Inventory Count Process Overview

<https://hmis.allchicago.org/hc/en-us/articles/12222405120020>

2026 Housing Inventory Count Workflow

<https://hmis.allchicago.org/hc/en-us/articles/12423562674452>

2026 Housing Inventory Count Reference Table

<https://hmis.allchicago.org/hc/en-us/articles/12451585191956>

Office Hours - February 10th - 20th

<https://outlook.office.com/book/HMISTeamCopy@allchicago.org/s/22vKHGMRBEePQHMY4gUcQ2?ismsaljsauthenabled=true>

For any questions, please reach out to Helpdesk@allchicago.org



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Questions



Thank You

