OHIO

Balance of State
Continuum of Care

2024

Housing Inventory Count Training
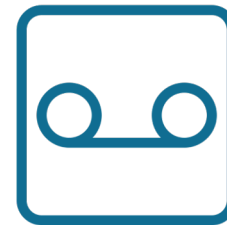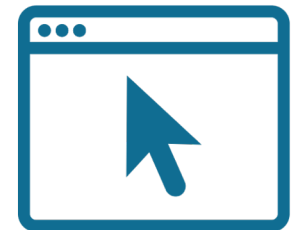
December 12, 2023

Meeting Information

Please mute your line when not speaking.

Use the questions feature in the control panel to submit questions (or unmute).

This call is being recorded.

This webinar will be posted to COHHIO's website.

Coalition on Homelessness and Housing in Ohio | 175 S. Third St. Suite 580 Columbus, OH 43215

Agenda

- 2024 HIC and PIT Guidance Document

- HIC/PIT Overview

- HIC Overview & Components

- Verifying Housing Inventory

- HIC Timeline

- Reminders & Resources

- Questions

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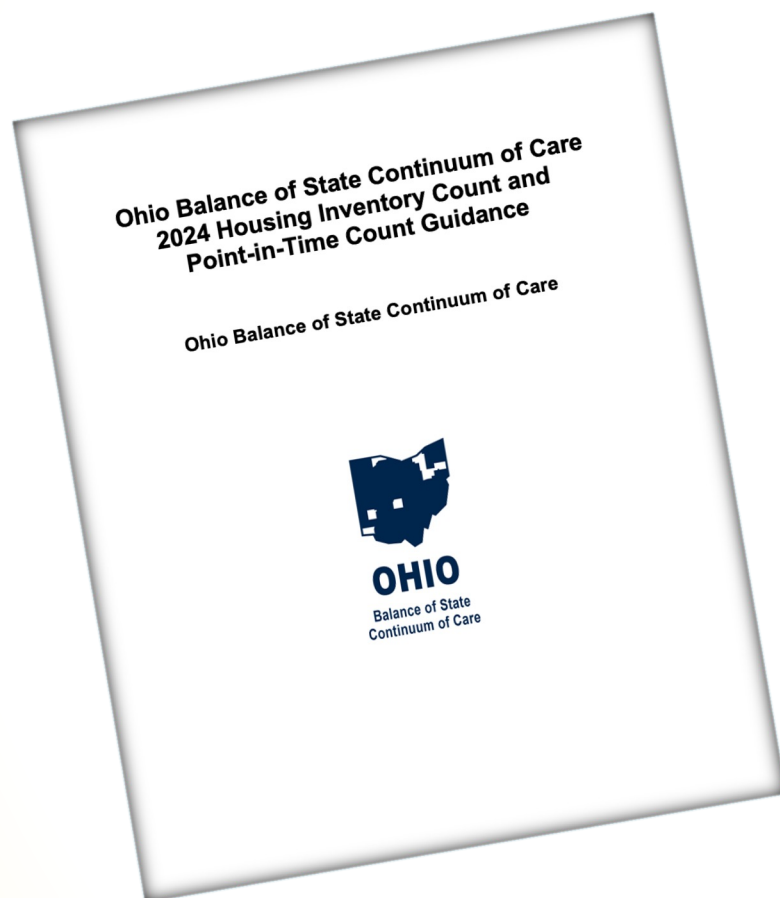
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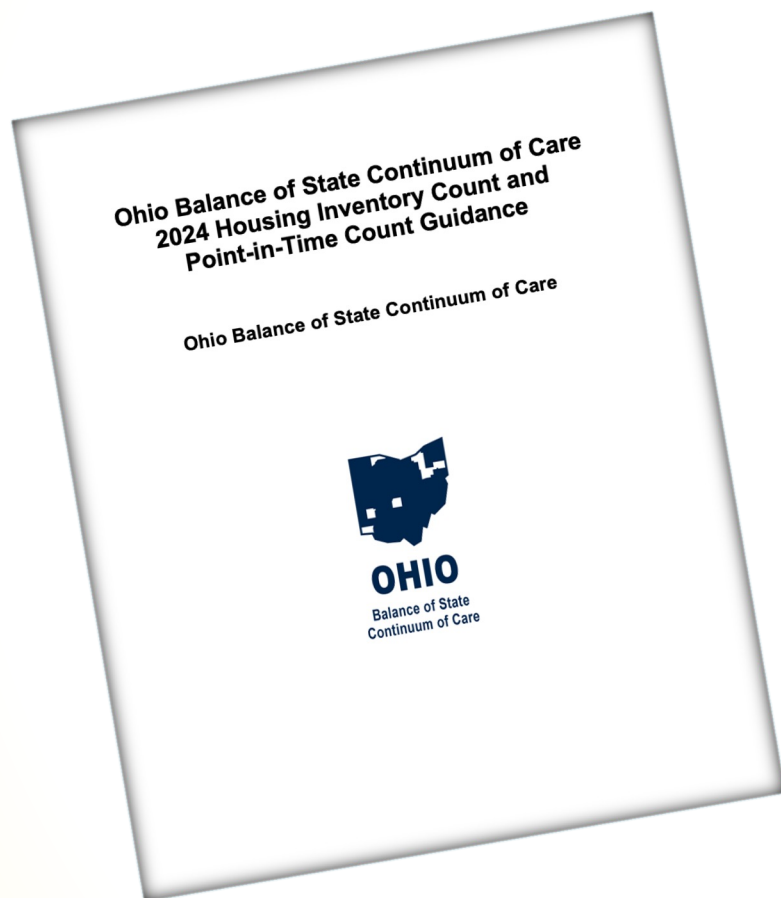- Reminders & Resources

- Questions

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Ohio Balance of State Continuum of Care 2024 Housing Inventory Count and Point-in-Time Guidance

Ohio Balance of State Continuum of Care 2024 Housing Inventory Count and Point-in-Time Guidance

This document lists requirements and procedures for conducting the 2024 HIC/PIT Counts. All BoSCoC providers are responsible for reading and complying with these requirements.

Ohio Balance of State Continuum of Care 2024 Housing Inventory Count and Point-in-Time Guidance

Ohio Balance of State Continuum of Care 2024 Housing Inventory Count and Point-in-Time Count Guidance

Ohio Balance of State Continuum of Care

OHIO
Balance of State
Continuum of Care

Part I: Overview- Background and HIC/PIT Count Components

Part II: Data Collection Process

Part III: Data Reporting Process

Appendices:
- 2024 HIC/PIT Timeline
- Process Charts
- Definitions
- Guidance for Non-CoC Funded Projects

https://cohhio.org/boscoc/hicpit/

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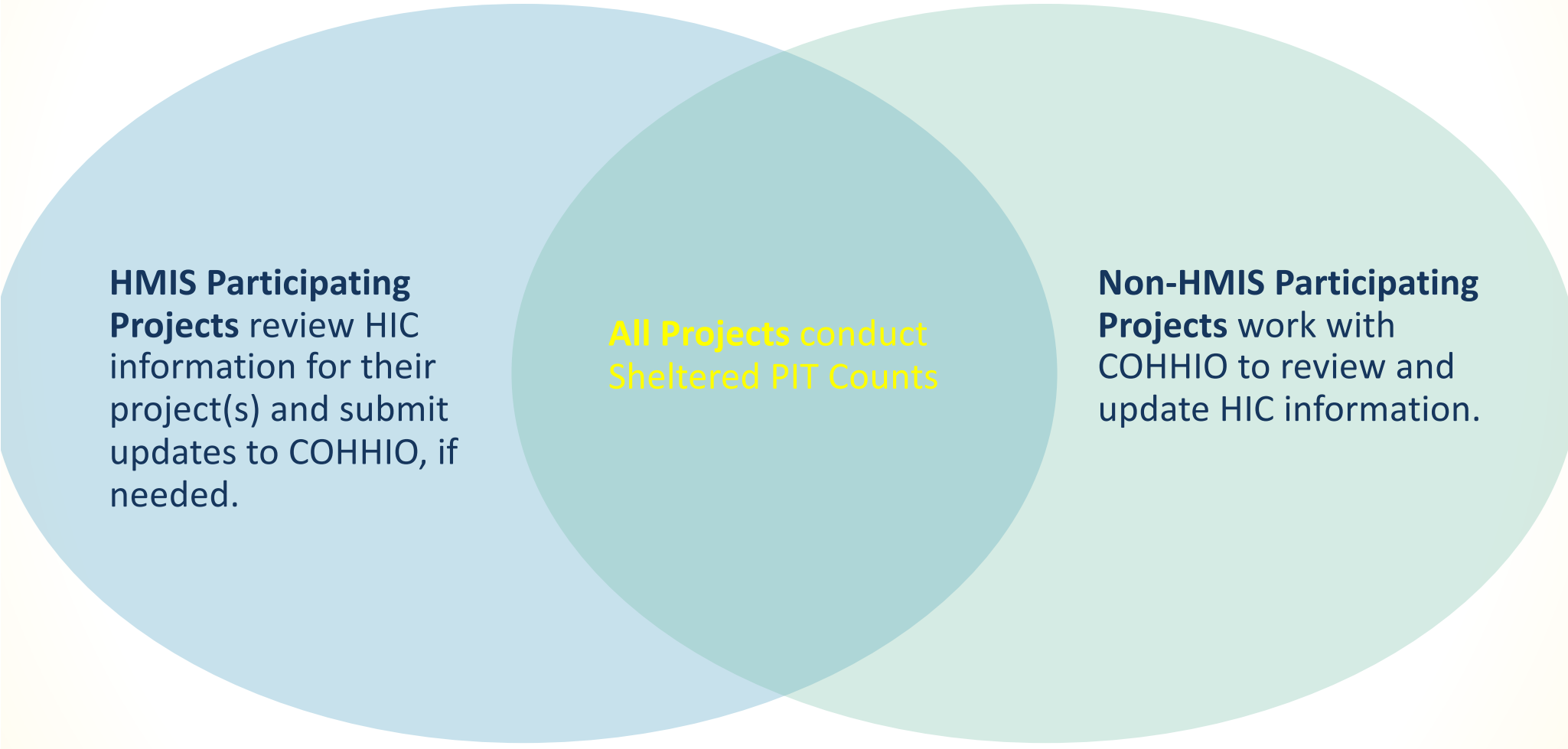- Questions

HIC/PIT Count Federal Requirements

HIC

An annual housing inventory count which provides an overview of a community's homeless program inventory

PIT

A count of sheltered and unsheltered homeless persons for communities that receive federal funding

Role of Providers in HIC/PIT Count

HMIS Participating Projects review HIC information for their project(s) and submit updates to COHHIO, if needed.

All Projects conduct Sheltered PIT Counts

Non-HMIS Participating Projects work with COHHIO to review and update HIC information.
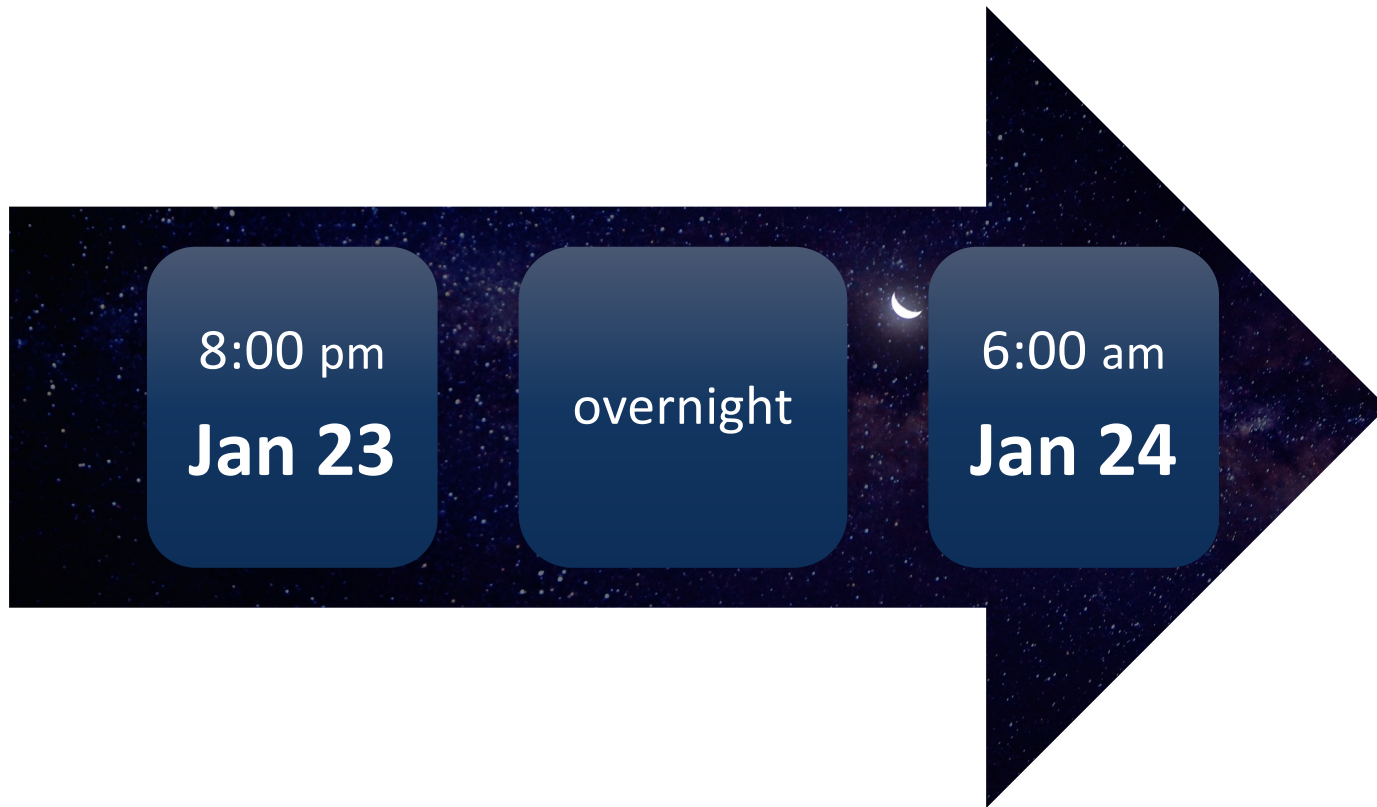
Role of County Contacts in HIC/PIT Count

One County Contact per county or region

Primary contact for all HIC/PIT correspondence

Assists in HIC/PIT data submission for Non-HMIS Participating Projects

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2024 Ohio BoSCoC Point-in-Time Count

8:00 pm
Jan 23

overnight

6:00 am
Jan 24

**No earlier than
8:00 pm!**

**No later than
6:00 am!**

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Projects Included in the HIC

All Residential Project Types

PH
Permanent Housing
- RRH
- PSH

ES
Emergency Shelters

TH
Transitional Housing

Projects Included in the HIC

Only homeless dedicated projects are in the HIC. A project is considered homeless dedicated if:

- 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

Beds and Units in HIC

Beds and units in the HIC must be dedicated to serving homeless persons; or for permanent housing projects, dedicated for persons who were homeless at entry
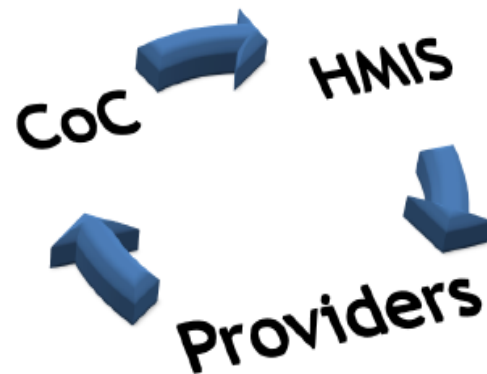
Beds and Units in HIC

- The number and type of beds or units on the HIC represents the inventory available in the project on a typical day, not just those in use during the PIT Count (except for RRH).

- The number of beds or units should not fluctuate monthly or weekly.
    - If family beds fluctuate based on need, the Bed and Unit inventory should best represent whom the project served over the course of the year

- Beds should not be double-counted

- VASH Reporting - report on total vouchers

Beds and Units in HIC

- Family versus Individual Beds
  - This does not refer to the size of a bed!
  - Family beds are generally used by households with children and are counted by how many people stay in them
  - Individual beds are generally used by singles (households without children)
  - We recognize these will not be strictly adhered to - it is an estimate of your general capacity
- Units
  - If you have family beds, they should be grouped into units. There should be two or more family beds per unit.
- Your bed configuration will largely depend on the way your housing is structured, but it may also depend on the usual mix of families and singles. If you need help determining how to report your beds, please email ohioboscoc@cohhio.org.

Maintaining Housing Inventory

- COHHIO maintains all homeless-dedicated projects' housing inventory data for HMIS participating and non-HMIS participating projects in the BoS HMIS.

- Changes are submitted throughout the year to the CoC via email (ohioboscoc@cohhio.org). Upon CoC approval, the HMIS team updates HMIS.

HMIS/Non-HMIS HIC Responsibilities

HMIS Providers

1. HMIS Providers review the Housing Inventory Count Report, posted to the COHHIO website, for their project(s)
2. HMIS Providers review all information and submit any changes via email to ohioboscoc@cohhio.org

Non-HMIS Providers

1. HIC/PIT County Contacts review Housing Inventory Count Report posted to COHHIO website for all Non-Participating Providers in their county
2. HIC/PIT County Contacts review all information with providers and note updates as necessary
3. HIC/PIT County Contacts submit updated HIC inventory changes directly to COHHIO via email (ohioboscoc@cohhio.org)

New Projects

For New Projects Only:

You will need to fill-out the New Project Form. Contact the HMIS Team for questions.

The New Project Form is located on the Ohio BoSCoC HMIS website at: http://hmis.cohhio.org/index.php?pg=kb.page&id=129

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- **Verifying Housing Inventory**

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Verifying Housing Inventory

- The Housing Inventory Report will be posted to the HIC PIT page of the BoS website

- The report gives providers direct knowledge of what bed and unit data is in HMIS about any given project

- For HMIS Non-Participating Agencies, the County Contact will review the report on all the HMIS Non-Participating Agencies in that contact's county and notify COHHIO staff via email of any changes

* RRH projects should confirm their project is listed, but do not need to report adjustments to bed/unit numbers

Example of HIC Report Posting

2024 Housing Inventory Count (HIC) Report	The Housing Inventory Count (HIC) Report is used by providers to verify the number of beds and units available within their individual programs. The number of beds and units should reflect what is available on any given night throughout the year. -If the inventory shown is significantly different, please email changes and the reason for those changes to ohioboscoc@cohhio.org. -If a program is missing from this list, please fill out a New Project Form and email the completed form to ohioboscoc@cohhio.org **Please note bed and unit inventory for families and singles will appear in two separate rows. For example, if one project serves both families and singles, the inventory information will appear in two rows. Please confirm both sets of data are accurate .**

Agency Name	Name	Project Type Code	Household Type	Total Bed Inventory for Analysis Period	Total Unit Inventory for Analysis Period
A.L.I.V.E., Inc.	Jefferson - Alive Shelter - ES - DV	Emergency Shelter	Households with at least one adult and one child (families)	5	1
A.L.I.V.E., Inc.	Jefferson - Alive Shelter - ES - DV	Emergency Shelter	Households without children (singles)	5	5
Adams County Shelter for the Homeless, Inc.	Adams - Adams County Shelter for the Homeless - ES	Emergency Shelter	Households with at least one adult and one child (families)	8	2
Adams County Shelter for the Homeless, Inc.	Adams - Adams County Shelter for the Homeless - ES	Emergency Shelter	Households without children (singles)	8	8
Adams County Shelter for the Homeless, Inc.	Adams - Adams County Shelter for the Homeless - HCRP - RRH	Rapid Re-Housing	Households with at least one adult and one child (families)	2	1
Adams County Shelter for the Homeless, Inc.	Adams - Adams County Shelter for the Homeless - HCRP - RRH	Rapid Re-Housing	Households without children (singles)	4	4
Adams Metropolitan Housing Authority	Adams - MHA - VASH - PSH	Permanent Supportive Housing	Households with at least one adult and one child (families)	2	1
Adams Metropolitan Housing Authority	Adams - MHA - VASH - PSH	Permanent Supportive Housing	Households without children (singles)	4	4

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HIC Reporting Process

1. Find the project you would like to view inventory for
2. Verify all information is correct:
   - ✓ Project name
   - ✓ Total # of Beds
   - ✓ Total # of Units
   - ❖ *Please note that family and single beds are reported on separate lines in the report. Check both lines if program serves families and singles*
3. If significant changes need made, email ohioboscoc@cohhio.org
4. If BoS staff identify projects with utilization issues, you will receive an email asking for clarification

Agency Name	Name	Project Type Code	Household Type	Total Bed Inventory for Analysis Period	Total Unit Inventory for Analysis Period
A.L.I.V.E., Inc.	Jefferson - Alive Shelter - ES - DV	Emergency Shelter	Households with at least one adult and one child (families)	5	1
A.L.I.V.E., Inc.	Jefferson - Alive Shelter - ES - DV	Emergency Shelter	Households without children (singles)	5	5

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- Housing Inventory Verification Report (HICVR)

- HIC Timeline

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- Questions

2024 HIC Timeline

December 12, 2023	HIC Training Webinar
December 12, 2023	COHHIO will post current HIC inventory to website and contact projects directly if required to review/verify HIC info
December 12, 2023 - January 15, 2024	Final HIC changes due to COHHIO
December 12 2023 - January 15, 2024	COHHIO reviews submitted HIC info and accepts or denies HIC changes
May 2024	BoSCoC submits final HIC to HUD

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- Housing Inventory Verification Report (HICVR)

- HIC Timeline

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- Questions

2024 Ohio BoSCoC Point-in-Time Count (PIT) Training Webinar

January 4, 2024

10:00 am

Register for the Webinar at:

https://us06web.zoom.us/meeting/register/tZEuf-6trTsoHtBt-j8eKhAfqN3T08nVvtt0
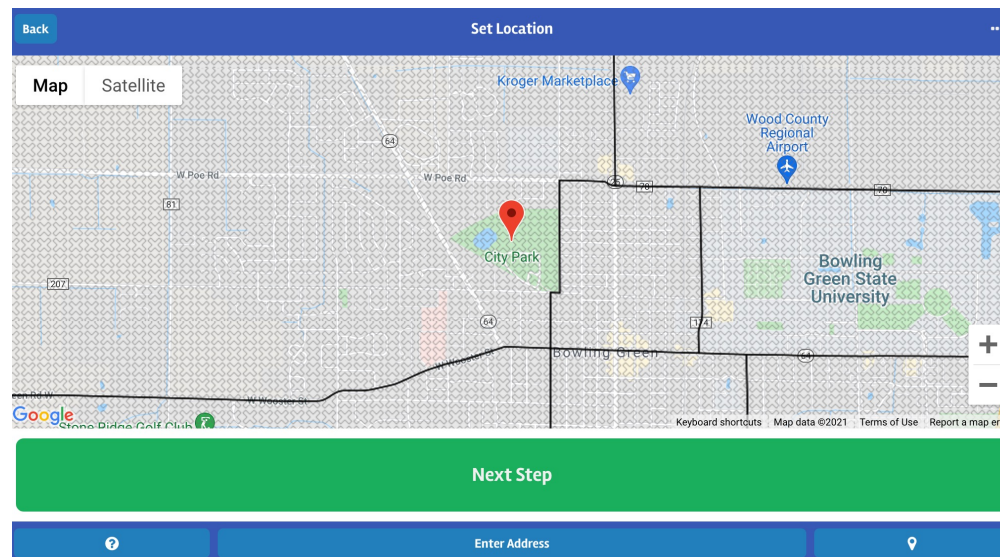
- Purpose and Requirements of PIT Count

- 2024 PIT Process - Counting Us App Overview

- Counting Us App key code

- Counting Us App Demo

- Overview of required census tracts

Known Locations Surveys Due by December 15th

- Will be used in advance of the count to identify potential high probability census tracts

- Helps identify up to date locations where you think you will find people experiencing unsheltered homelessness on the night of the PIT count

- County Contacts are responsible for identifying these areas
  - Nothing is required of specific projects for this
  - Work with County Contact if you know of a location that should be submitted

- Known Locations surveys must be submitted in Counting Us app by Friday, December 15th

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Service-Based Count

What is a service-based count?

• People experiencing homelessness who access social services (homelessness services, food pantries, soup kitchens, libraries, etc) are asked about where they slept on the designated PIT night.

When can it occur?

• Up to 7 days after the PIT night

❖ Communities are allowed to do service-based counts this year

❖ Work with County Contact to coordinate

❖ Must notify BoS staff of intent to do service-based count by January 4th

Additional Resources

Ohio BoSCoC 2024 HIC/PIT Count Guidance

https://cohhio.org/boscoc/hicpit/

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Additional Resources

HUD PIT and HIC Guides, Tools, and Webinars

https://www.hudexchange.info/programs/hdx/guides/pit-hic/#general-pit-guides-and-tools

https://www.hud.gov/program_offices/comm_planning/coc/pit-count

Point-in-Time (PIT) Count Volunteer Training Toolkit

https://www.hudexchange.info/resource/5864/pit-count-volunteer-training-toolkit/

Simtech Solutions Instructional Videos & FAQs about Counting Us

https://pointintime.info/support/instructional-videos/

Contact Information

HIC/PIT Correspondence

ohioboscoc@cohhio.org or hannahbasting@cohhio.org

HMIS Correspondence

hmis@cohhio.org

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Questions?

Thank you!