



OHIO

Balance of State
Continuum of Care

2025

Point-in-Time Count Planning for Communities

January 7, 2025

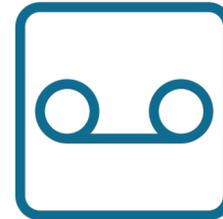
Meeting Information



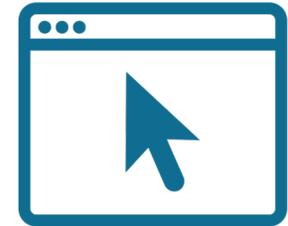
Please mute your line when not speaking.



Use the chat to submit questions (or unmute).



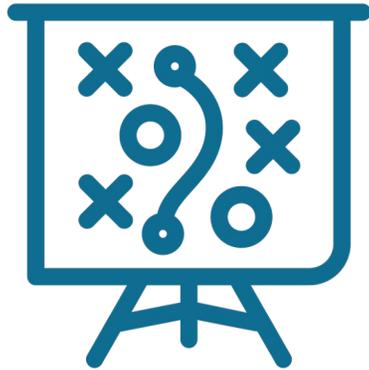
This training is being recorded.



This training will be posted to the HIC PIT page of the COHHIO BoS website



Purpose of this Webinar



Discuss planning, process, and tools for local Point-in-Time (PIT) Counts



Provide information and updates relevant to the 2025 PIT Count

Agenda

- Purpose & Importance of Point-in-Time Count
- PIT Planning Components
- Counting Us App
- Survey Tools
- Volunteer Training & Safety
- Timeline
- Questions

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- Purpose & Importance of Point-in-Time Count
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Purpose & Importance of PIT Count

- Provides data about homelessness
- Data is then used throughout the year for many important purposes:
 - HUD uses PIT data to inform Congress about homelessness
 - Congress then sets budget to provide federal funding assistance
 - CoC funding competition
 - Which in turn effects how much federal funding a community receives for homeless assistance
 - Helps community form data driven approach to ending homelessness and applying for local grants
 - Educates public and stakeholders
 - It's extremely difficult to advocate for affordable housing and assistance to help the homeless without adequate and accurate data

Purpose & Importance of PIT Count

- Provides community a chance to do homeless outreach
 - Our CoC has very minimal street outreach. So, this is an extremely important opportunity
- PIT counts are especially important with non-HMIS participating projects because this is the only data we collect about those being served in those projects
 - Which, again, provides insight into the CoC needs analysis
- The PIT count is critical to effective planning and performance management toward the goal of ending homelessness in each community and for the nation.
- The PIT count is the main national data source and it helps identify where progress is being made and where further efforts are required

Why is the PIT Count in January?

HUD's Reasoning:

- End of the month captures those who have run out of financial assistance/benefit received at the beginning of the month
- Counting in the (typically very cold) last 10 days of January captures those who are unable or unwilling to access emergency shelter or have no other resources to avoid literal homelessness
- Obtaining PIT numbers in January and submitting those in the spring gives HUD a glimpse into a community's homelessness prior to the annual CoC Funding Competition, which typically opens in the fall

Agenda

- Purpose & Importance of Point-in-Time Count
- **PIT Planning Components**
- Counting Us App
- Survey Tools
- Volunteer Training & Safety
- Timeline
- Questions

PIT Count Planning

Identify PIT Coordinating Committee Members

- HIC/PIT County Contact
- Homeless Adult, Youth, or Veteran
- Domestic Violence Survivor
- Volunteers from Homeless Service Providers
- Outreach Team Members
- Mental Health Providers
- Police

PIT Count Planning

Persons with Lived Experience (PLE) & Youth PLE Involvement

- Recent CoC Competition has asked for how youth are involved in PIT count planning and implementation
- Recent YHDP awardee areas should strongly consider involving youth (18-24) in the count and using this as opportunity to gather data on how many youth experiencing homelessness are in your community

<p>b. Effectively Count Youth. Implement specific measures to identify youth in the CoC's PIT count.</p>	<p>2</p>	<p>Demonstrate that for the 2023 PIT count, the CoC:</p> <ul style="list-style-type: none"> • engaged youth serving organizations and youth experiencing homelessness (including unaccompanied youth) in your most recent PIT count planning process; • worked with youth serving organizations and youth with lived experience of homelessness to select locations where youth experiencing homelessness are most likely to be identified; and • involved youth experiencing homelessness in the actual count.
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PIT Count Planning

Unsheltered Homelessness & Criminalization:

- City of Grants Pass v. Johnson
 - Local governments can pass and enforce ordinances banning sleeping or camping on public property
- **Please reach out if you have any concerns about local ordinances effecting the unsheltered PIT count**

Incentives

Identify possible sources for incentives to give those experiencing homelessness:

- Restaurants
- Walmart/Target/Kmart
- Convenience Shops
- Churches
- Shelters

If incentives are secured...

- Make note of the donation
- Make someone responsible for obtaining them
- Procure incentives before the Count
- Identify places for volunteers to access them

Develop Volunteer Recruitment & Deployment Plan

Designate

- Command Center

Where do the volunteers train?

- Staging Area

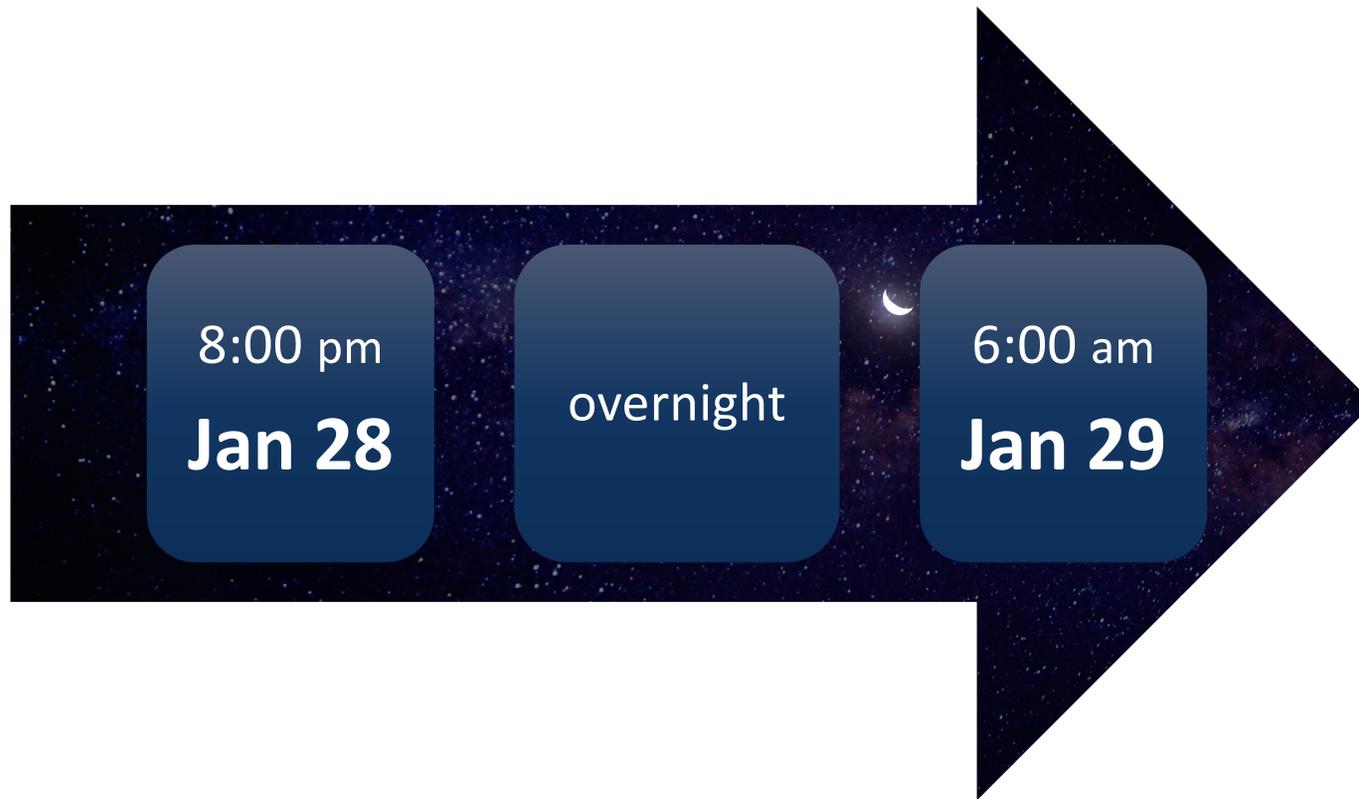
Where do the volunteers meet?

- Communication Plan

Who will answer what questions?

Where do you send people that need immediate assistance?

2025 Ohio BoSCoC Point-in-Time Count



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

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

PIT Count Overview

Sheltered Count:

- Emergency Shelter
- Transitional Housing
- Persons residing in hotels/motels (paid for by public or private organizations for purposes of providing emergency shelter)
- Extreme weather shelters/cold shelters

There is a Sheltered Count for HMIS Participating and Non-HMIS Participating providers

PIT Count Overview

Unsheltered Count:

Persons who, on the night of the count, are living in a place not designed for or ordinarily used as a regular sleeping accommodation for human beings. This includes persons staying in cars, encampments, or abandoned buildings, etc.

Not all people encountered will be asleep, but gather as much information as you can about the location they plan to stay overnight (specific area or general location)

*AND must be located in a designated high or low census tract

What is Unsheltered Homelessness?

- HUD considers individuals and families sleeping in a place not designed for or ordinarily used as a regular sleeping accommodation as “unsheltered”
 - Abandoned buildings, train stations, encampments, park bench, sidewalk, etc

What is **NOT** Unsheltered Homelessness?

- People who are doubled-up with family/friends
- People in a hotel/motel they are paying for
- People in jails/hospitals/institutions/rehab facilities/etc

PIT Count Overview

Unsheltered

Street Count

Sending enumerators to specified locations to interview individuals/households sleeping or staying in a place not meant for human habitation:

- These locations will be very specific U.S. Census tracts
- No unsheltered surveys area outside of the specific census tracts area's will be included in the official PIT count

PIT Count Overview

Unsheltered

Street Count

Please use the full Unsheltered surveys

- Only use the Unsheltered Observation survey if you have safety concerns, the person does not want to be interviewed, the person is asleep, etc
- Communities who enter only Unsheltered Observation surveys risk having some data archived if we cannot verify each person is a unique entry

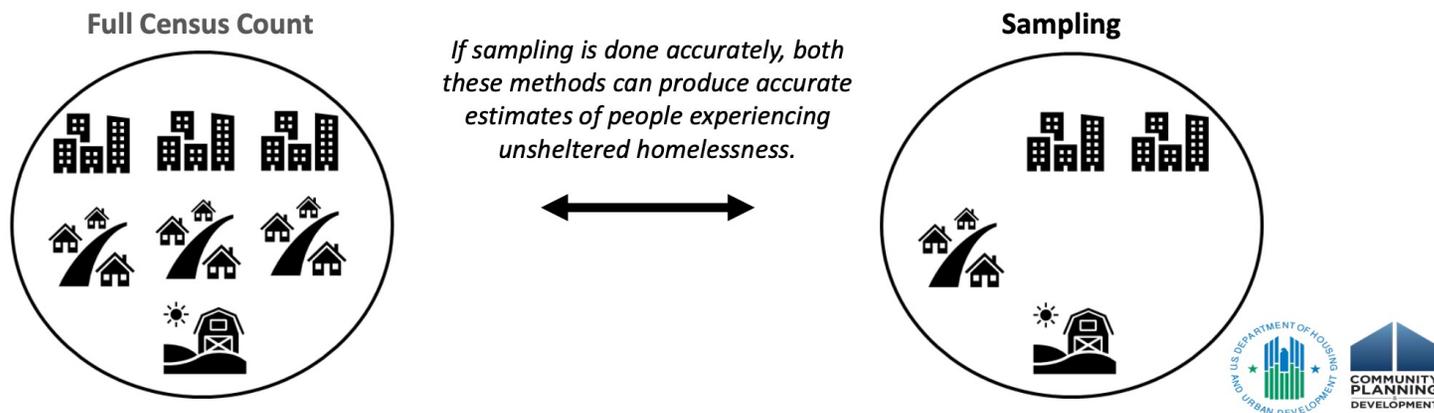
2025 PIT Count Collection App

Geographic Sampling

- An approach that involves conducting unsheltered PIT Counts in a select number of areas on the night of the PIT Count
- A CoC-wide unsheltered PIT Count is then generated from that sample of data



All communities are still encouraged to do unsheltered outreach on the night of the PIT Count



Geographic Based Sampling Approach

Full Census Count



If sampling is done accurately, both these methods can produce accurate estimates of people experiencing unsheltered homelessness.



Sampling



2025 PIT Count Data Collection

- If the data collected through sampling is not sufficient for your county level reporting needs, consider these options:
 1. Conduct a full county count using paper forms
 - Only enter data into the app for those who are in designated areas, or enter all data into the app knowing only those in required tracts will be officially counted
 2. Consider conducting a separate count that does not officially get reported to COHHIO
 - We welcome information on the results of your count, but you would not be required to use the app or the sampling approach and submit data to us
 - Must still participate in PIT count on January 28th



Shutterstock

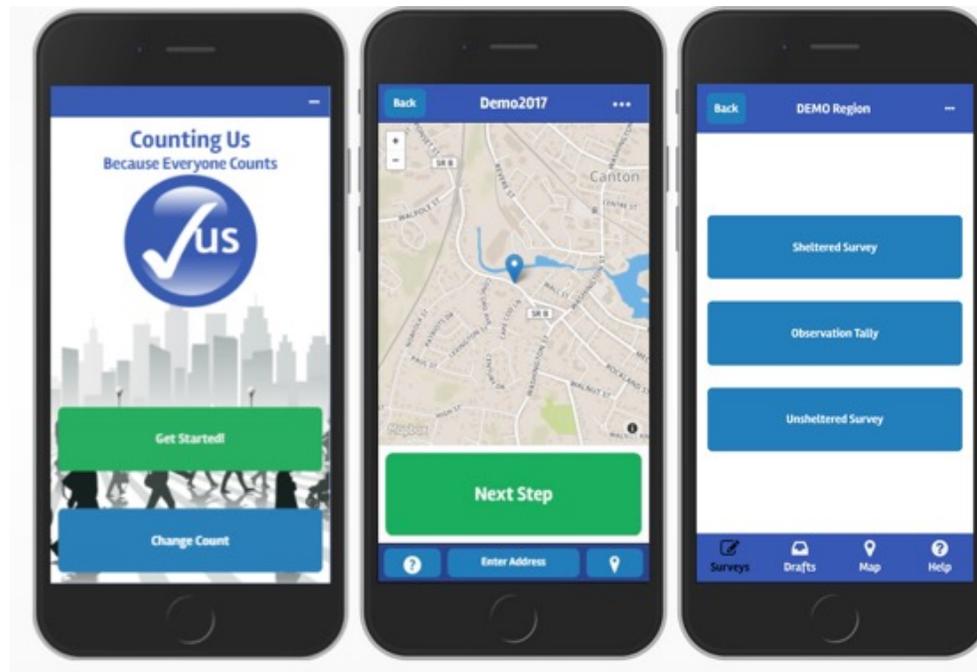
Agenda

- Purpose & Importance of Point-in-Time Count
- PIT Planning Components
- **Counting Us App**
- Survey Tools
- Volunteer Training & Safety
- Timeline
- Questions

2025 PIT Count Collection App

All Ohio BoSCoC communities MUST use the free data collection app or web application “Counting Us”. Specifically, those who need to enter data in the app would be:

- Those required to do Unsheltered Count
 - Non-HMIS participating Shelters



2025 PIT Count Collection App

Important Points:

- No need to buy any new equipment
- No need to hand your device to anyone you're surveying
- Download the app now!
- The areas that will be required to be canvassed for the unsheltered count are very specific and detailed down to census tracts
- Ohio BoS staff will reach out directly to county contacts in the areas required to do an unsheltered PIT Count with more details and maps
 - We very strongly encourage providers to use the Counting Us App for all data entry
- If for whatever reason you must use paper forms, be sure to collect exact addresses of where the person is staying

2025 PIT Count App: Getting Started

1. Download and Access Counting Us for data entry:

- Web Version - <https://counting.us/>
- iPhone & Android app downloaded from your app store
Search for “Counting Us”



2. Register yourself and create account by clicking:

Register

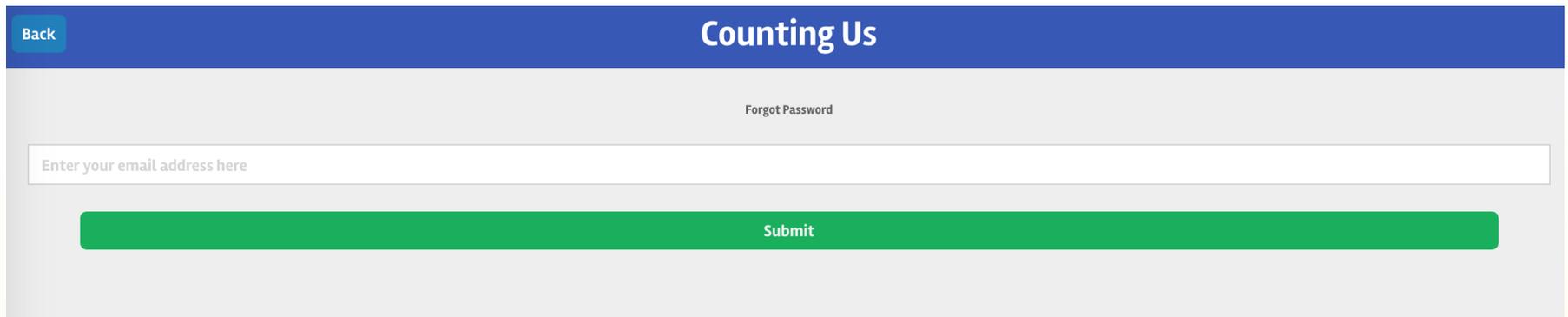
Enter your name, email, cell phone number, create a password, and hit

Submit Registration

3. You are now ready to login

Login

2025 PIT Count App: Forgot Login



2025 PIT Count App: Getting Started



Back Join a Count

Enter in the Setup Key provided by your regional count administrator.

OHBoS2025

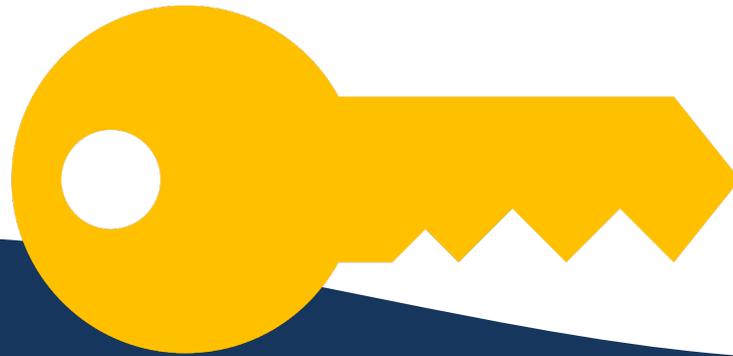
Join Count

2025 PIT Count App: Getting Started

*Please remember to select the county you are entering data for

Back	Test
Select a Region	
Adams County	
Allen County	
Ashland County	
Ashtabula County	
Athens County	
Auglaize County	
Belmont County	
Brown County	
Butler County	
Carroll County	
Champaign County	
Clark County	
Clermont County	
Clinton County	
Columbiana County	
Coshocton County	
Crawford County	
Darke County	
Defiance County	
Delaware County	

2025 PIT Count App: Getting Started



Setup Key: OHBoS2025

2025 PIT Count App: Sampling Setup

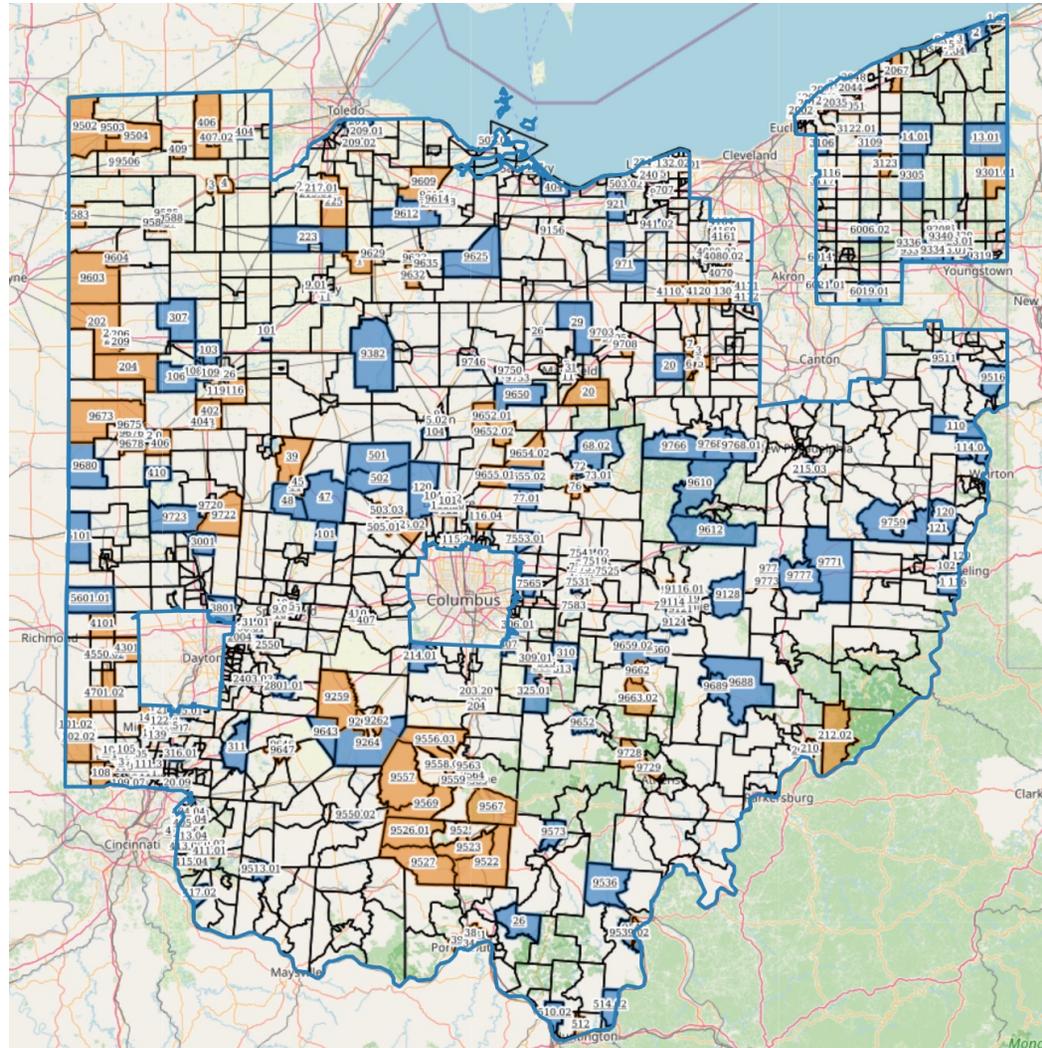
- 619 Known Locations surveys submitted this year
 - ~570 submitted in 2024
 - ~600 submitted in 2023
 - ~400 submitted in 2022
- County Contacts requested to use all Known Locations with 2+ people identified
- Simtech strongly encouraged using Known Locations with 3+ people identified **AND** unsheltered locations from 2024 PIT count with 3+ people identified
 - Similar approach used with many other CoCs Simtech works with

2025 PIT Count App: Sampling Setup

Final 2025 Sampling Setup:

- **217 High Probability**
 - 2025 Known Locations with 3+
 - 2024 Locations with 3+ unsheltered surveys
- **159 Low Probability**
 - Randomly sampled
- **376 Total Census Tracts** needing to be canvassed out of 1,538 total tracts in the BoS
 - 24% of tracts will be canvassed

2025 PIT Count App: Required Census Tracts



2025 PIT Count App

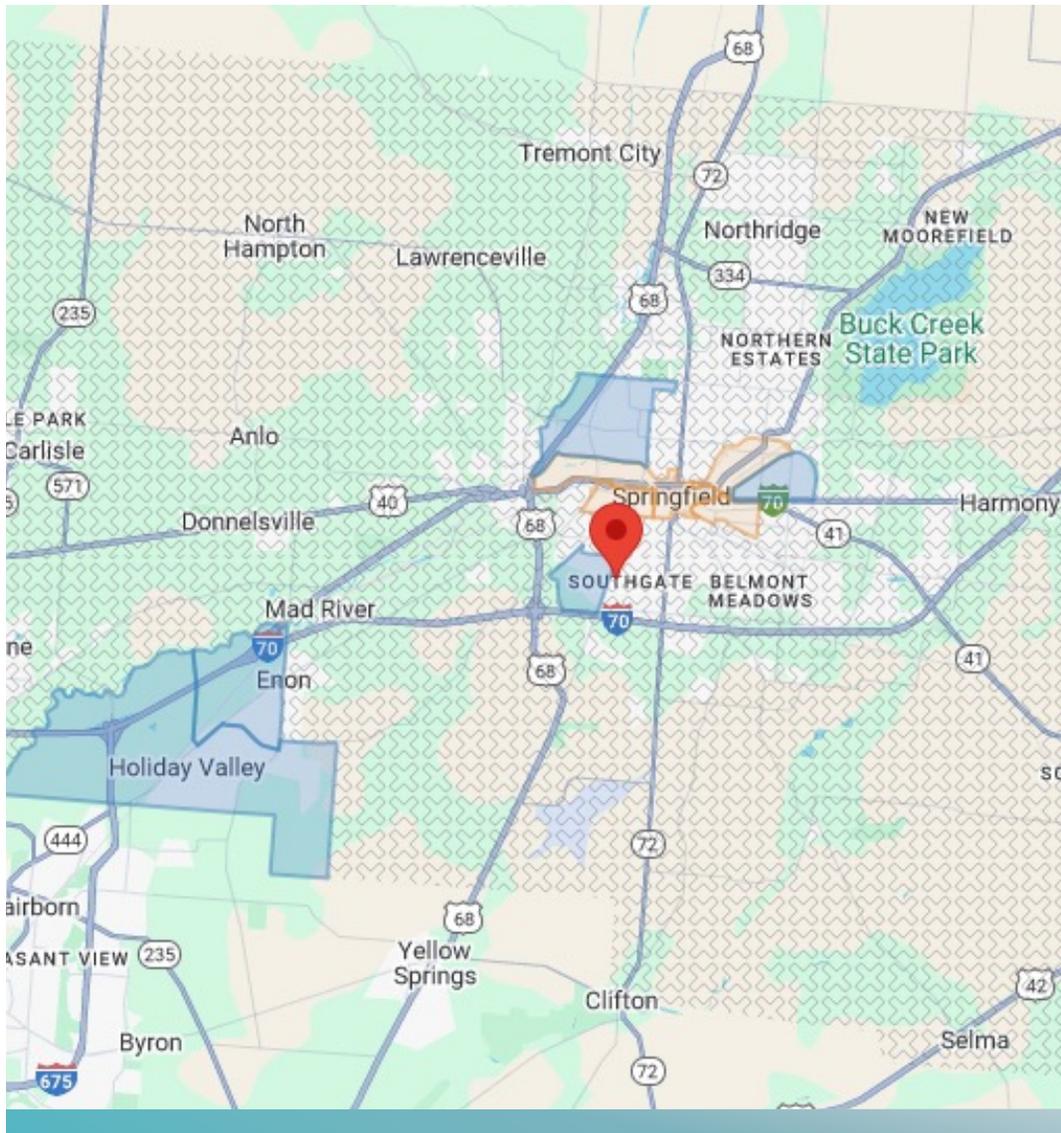
Counties that DO NOT have to do an unsheltered count:

1. Adams
2. Carroll
3. Hardin
4. Meigs
5. Monroe
6. Noble
7. Vinton

2025 PIT Count App: Required Census Tracts

**Why Low Probability Tracts are Important!*

- Low probability census tracts (highlighted in blue) are randomly sampled and did not have any Known Locations submitted
- Still important for sampling!
- People found in high probability areas do not get extrapolated, but people in low probability areas do
- Please make sure you're still canvassing low probability areas to the extent possible



2025 PIT Count App: Required Census Tracts

- Demo of how to find census tracts:
- -Clark county

2025 PIT Count App: Demo

<https://counting.us/>

Scenario #1:

- You are an enumerator in Clark county
- The PIT Count Lead directs you to do outreach in Springfield
- While out, you encounter:

BB

- Sleeping in car in Storage Depot parking lot
- 61 year old male (11/12/64)
 - First time homeless
 - Has a mental disability

2025 PIT Count App: Demo

<https://counting.us/>

Scenario #2:

- You are a data administer at Safety Promise Shelter
- Safety Promise Shelter is non-HMIS Participating
- You have the following client that needs counted:

HH

- Safety Promise Shelter
- 61 year old female (11/12/64)
- Experienced homelessness before
- Has a physical disability

2025 PIT Count App: Important Reminders

<https://counting.us/>

- If you want to enter data, always answer “No” to the first question “Have you already been interviewed today for the PIT”?
- Answer as many demographic questions as possible and add additional notes, if possible
 - This is very helpful for de-duplication
- Race and ethnicity have now been combined into one question, and gender has updated options
 - People can choose more than one in each of these categories

2025 PIT Count App: Important Reminders

<https://counting.us/>

- If you don't see your non-HMIS project listed as a dropdown option, let me know
- If you want to do outreach and enter data outside the required high and low probability census tracts, you can!
 - Just be certain you're canvassing the required areas
- The list of possible Sleeping Locations will include places that are not unsheltered locations
 - This is okay. Since some volunteers may not know the HUD definition of unsheltered homeless, this will ensure people who are in non-HUD defined unsheltered locations (hospital, jail, treatment program, etc) are not accidentally being included in the official count.

Agenda

- Purpose and Importance of Point-in-Time Count
- PIT Planning Components
- Counting Us App
- **Survey Tools**
- Volunteer Training & Safety
- Timeline
- Questions

PIT Count Collection Tools

Sheltered

SHELTERED COUNT FORM Use on: January 22, 2019
Use for: Sheltered Count interview (non-HMIS participating providers)

Sheltered Count Form- Ohio BoScoc 2019 Point-in-Time Count

Shelter Information:
Location: _____ County: _____
Interviewer: _____ Date: _____ Time: _____ am/pm
Type of program (circle one): Emergency Shelter Transitional Housing

Hello, my name is _____ and I'm a volunteer for [Ohio BoScoc County]. We are conducting a survey to count homeless people to provide better programs and services to them. Your participation is voluntary and your responses to questions will not be shared with anyone not associated with our survey. I need to read each question all the way through. Can I have about 10 minutes of your time?
 Yes → (Go to Q1) No → (Thank respondent and go to Observation Tool)

1. Did another survey worker already ask you these same questions about where you are staying tonight?
 Yes → (Thank respondent for their time, end the survey)
 No
 Don't know/Refused

2. Including yourself, how many adults and children are there in your household, who are sleeping in the same location with you tonight?
Age 18 and older _____ Age 17 and younger _____
Age 25-54 _____ Age 18-24 _____

3a. What are your initials? (Person 1) (If respondent says Don't Know or Refused write DK or REF)

Person 1	Person 2	Person 3	Person 4	Person 5

3b. What are the initials of other people in your household from oldest to youngest? (If respondent says Don't Know or Refused write DK or REF)

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Unsheltered

UNSHelterED COUNT FORM Use on: January 22, 2019 8:00pm - 6:00am
Use for: Street Count interview

Unsheltered Count Form- Ohio BoScoc 2019 Point-in-Time Count

Location: _____ County: _____
Interviewer: _____ Date: _____ Time: _____ am/pm

Hello, my name is _____ and I'm a volunteer for [Ohio BoScoc County]. We are conducting a survey to count homeless people to provide better programs and services to them. Your participation is voluntary and your responses to questions will not be shared with anyone not associated with our survey. I need to read each question all the way through. Can I have about 10 minutes of your time?
 Yes → (Go to Q1) No → (Thank respondent and go to Observation Tool)

1. Where are you sleeping tonight? (Do not read categories. Select only one category.)

<input type="checkbox"/> Street or sidewalk	<input type="checkbox"/> Emergency shelter	} [Thank respondent for their time, end survey]
<input type="checkbox"/> Vehicle (car, van, RV, truck)	<input type="checkbox"/> Transitional housing	
<input type="checkbox"/> Park	<input type="checkbox"/> Motel/hotel (paid for with public/private funds)	
<input type="checkbox"/> Abandoned building	<input type="checkbox"/> Home or apartment	
<input type="checkbox"/> Bus, train station, airport	<input type="checkbox"/> Jail, hospital, treatment program	
<input type="checkbox"/> Under bridge/overpass		
<input type="checkbox"/> Woods or outdoor encampment		
<input type="checkbox"/> Other location (specify): _____		

1a. Enter the physical or geographic location where the person is sleeping tonight.
For example, "Under Main Street Bridge" or "In car at Walmart parking lot".

2. Did another survey worker already ask you these same questions about where you are staying tonight?
 Yes → (Thank respondent for their time, end the survey)
 No
 Don't know/Refused

3. Including yourself, how many people and children are there in your household, who are sleeping in the same location with you tonight?
Age 18 and older _____ Age 17 and younger _____
Age 25 and older _____ Age 18-24 _____

OBSERVATION COUNT FORM Use on: January 22, 2019 6:00pm - 6:00am
Use for: Street Count- only when interview is not possible

Unsheltered Observation Count Form- Ohio BoScoc 2019 Point-in-Time Count

Location: _____ County: _____
Interviewer: _____ Date: _____ Time: _____ am/pm

1. Please indicate why you are using the observation tool:
 You are unable to enter a site
 You cannot conduct a PIT survey (person refused to answer questions, language or other problems)
 You do not wish not to disturb people sleeping
*Remember- you should only use the observation tool if you absolutely CANNOT interview the person

2. Total persons staying together as household; (USE SEPARATE OBSERVATION FORMS FOR EACH HOUSEHOLD)
a. Adults _____ b. Children _____ c. Not sure if Adult/Child _____ TOTAL _____

	Person 1	Person 2	Person 3	Person 4	Person 5
3. Location where observed Example: northwest corner of 1st Avenue and Main Street	Location: _____ City: _____				
4. Is this person homeless? How certain are you that the person meets HUD's criteria of staying in a place not meant for human habitation (e.g., tent, vehicle, park bench, etc.)?	<input type="checkbox"/> Definitely <input type="checkbox"/> Possibly <input type="checkbox"/> Not sure	<input type="checkbox"/> Definitely <input type="checkbox"/> Possibly <input type="checkbox"/> Not sure	<input type="checkbox"/> Definitely <input type="checkbox"/> Possibly <input type="checkbox"/> Not sure	<input type="checkbox"/> Definitely <input type="checkbox"/> Possibly <input type="checkbox"/> Not sure	<input type="checkbox"/> Definitely <input type="checkbox"/> Possibly <input type="checkbox"/> Not sure
5. Describe the circumstances in which you observed the person - i.e., what about the observed situation made you think the person is homeless? (e.g., Was person sleeping in a tent site at night?)	<input type="checkbox"/> Under 18 <input type="checkbox"/> 18-24 <input type="checkbox"/> 25-54 <input type="checkbox"/> 55+	<input type="checkbox"/> Under 18 <input type="checkbox"/> 18-24 <input type="checkbox"/> 25-54 <input type="checkbox"/> 55+	<input type="checkbox"/> Under 18 <input type="checkbox"/> 18-24 <input type="checkbox"/> 25-54 <input type="checkbox"/> 55+	<input type="checkbox"/> Under 18 <input type="checkbox"/> 18-24 <input type="checkbox"/> 25-54 <input type="checkbox"/> 55+	<input type="checkbox"/> Under 18 <input type="checkbox"/> 18-24 <input type="checkbox"/> 25-54 <input type="checkbox"/> 55+
6. What is this person's age?	<input type="checkbox"/> Male <input type="checkbox"/> Not sure				
7. Is this person male or female?	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Not sure	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Not sure	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Not sure	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Not sure	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Not sure

SERVICE-BASED COUNT FORM Use on: January 23 - 31, 2019 (days following the Street Count)
Use for: Persons not identified during Street Count

Service-Based Count Form- Ohio BoScoc 2019 Point-in-Time Count

Location: _____ County: _____
Interviewer: _____ Date: _____ Time: _____ am/pm

Hello, my name is _____ and I'm a volunteer for [Ohio BoScoc County]. We are conducting a survey to count homeless people to provide better programs and services to them. Your participation is voluntary and your responses to questions will not be shared with anyone not associated with our survey. I need to read each question all the way through. Can I have about 10 minutes of your time?
 Yes → (Go to Q1) No → (Thank respondent for their time and end survey)

1. Where did you sleep on the night of January 22nd? (Do not read categories. Select only one category.)

<input type="checkbox"/> Street or sidewalk	<input type="checkbox"/> Emergency shelter	} [Thank respondent for their time, end survey]
<input type="checkbox"/> Vehicle (car, van, RV, truck)	<input type="checkbox"/> Transitional housing	
<input type="checkbox"/> Park	<input type="checkbox"/> Motel/hotel (paid for with public/private funds)	
<input type="checkbox"/> Abandoned building	<input type="checkbox"/> Home or apartment	
<input type="checkbox"/> Bus, train station, airport	<input type="checkbox"/> Jail, hospital, treatment program	
<input type="checkbox"/> Under bridge/overpass		
<input type="checkbox"/> Woods or outdoor encampment		
<input type="checkbox"/> Other location (specify): _____		

1a. Enter the physical or geographic location where the person slept on January 22nd.
For example, "Under Main Street Bridge" or "In car at Walmart parking lot".

2. Did another volunteer or survey worker already ask you these same questions about where you were staying on that night?
 Yes → (Thank respondent for their time, end the survey)
 No
 Don't know/Refused (DK/REF)

3. Including yourself, how many people were there in your household, who were sleeping in the same location with you on that night?
Age 18 and older _____ Age 17 and younger _____
Age 25-54 _____ Age 18-24 _____

Service-Based Count Form

- Not required
- Communities **must** contact COHHIO of intent to hold service-based
- Service-based count specific webinar will be held on January 9, 2025
 - One representative from communities intending to do service-based count must attend training

		SERVICE-BASED COUNT FORM	Use on: January 22 - 31, 2020 (days following the Street Count)
			Use for: Persons not identified during Street Count
Service-Based Count Form- Ohio BoSCoC 2020 Point-in-Time Count			
Location: _____ County: _____			
Interviewer: _____ Date: _____ Time: _____ am/pm			
Hello, my name is _____ and I'm a volunteer for [Ohio BoSCoC County]. We are conducting a survey to count homeless people to provide better programs and services to them. Your participation is voluntary and your responses to questions will not be shared with anyone not associated with our survey. I need to read each question all the way through. Can I have about 10 minutes of your time?			
<input type="checkbox"/> Yes → [Go to Q1] <input type="checkbox"/> No → [Thank respondent for their time and end survey]			
1. Where did you sleep on the night of January 22nd? <i>[Do not read categories. Select only one category.]</i>	<input type="checkbox"/> Street or sidewalk <input type="checkbox"/> Vehicle (car, van, RV, truck) <input type="checkbox"/> Park <input type="checkbox"/> Abandoned building <input type="checkbox"/> Bus, train station, airport <input type="checkbox"/> Under bridge/overpass <input type="checkbox"/> Woods or outdoor encampment <input type="checkbox"/> Other location (specify): _____	} [Go to 1a]	<input type="checkbox"/> Emergency shelter <input type="checkbox"/> Transitional housing <input type="checkbox"/> Motel/hotel (paid for with public/private funds) <input type="checkbox"/> House or apartment <input type="checkbox"/> Jail, hospital, treatment program } [Thank respondent for their time, end survey]
1a. Enter the physical or geographic location where the person slept on January 22nd.	For example, "under Main Street Bridge" or "in car at Walmart parking lot".		
2. Did another volunteer or survey worker already ask you these same questions about where you were staying on that night?	<input type="checkbox"/> Yes → [Thank respondent for their time, end the survey] <input type="checkbox"/> No <input type="checkbox"/> Don't Know/Refused (DK/REF)		
3. Including yourself, how many people were there in your household, who were sleeping in the same location with you on that night?	_____ Age 55 and older _____ Age 17 and younger _____ Age 25-54 _____ Age 18-24		

2025 Ohio BoSCoC Service-Based Count Training Webinar

January 9, 2025

10:00 am

Register for the Webinar at:

https://us06web.zoom.us/meeting/register/tZUpf-yoqDMpGNZZuvSCN9ds4rfqZ5_1Fw2W

- Explanation of Service-Based count
- How to collect and enter data during service-based count
- Counting Us App Demo
- Dates of service-based count
- Questions

**Required for any community intending to use service-based count approach*

Agenda

- Purpose & Importance of Point-in-Time Count
- PIT Planning Components
- Counting Us App
- Survey Tools
- **Volunteer Training & Safety**
- Timeline
- Questions

Volunteer Training

- Create training
- Publicize training dates for volunteers
- Send emails, texts, etc. to get info to volunteers
 - Express the need to attend
 - How they can attend
 - Time commitment involved
- Conduct training
 - Document training attendance
- Be aware of any homeless bans in your community
 - Contact COHHIO for further guidance, if needed

Volunteer Training - Street Count

- Build rapport (make eye contact, be welcoming, etc)
- Do not shine light in their face
- Do not wake people up if they are sleeping
- Be cognizant of body language
 - Avoid crossing arms
 - Leaning back
 - Frowning
- Be respectful
- Feel free to continue social distancing practices
 - 6ft of space
 - PPE

Volunteer Training

How to Ask Questions

- Try to start conversation casually, not scripted.
- For unsheltered, please remember:
 - When encountering unsheltered homeless on the night of the PIT Count, always offer them a shelter bed or stay in a hotel/motel, if available
 - Collect detailed contact information so that you can follow up and offer housing assistance where person is eligible and desires assistance
 - Any time unsheltered families with children are encountered, you **MUST** offer shelter, if available
- Ensure that volunteers are comfortable asking questions and know why they are asking survey questions

Volunteer Training – General Safety

- Stay with assigned team in assigned area
- Carry a cell phone
- Dress warm and comfortably
- Follow traffic laws
- Trust your instincts
- Don't enter abandoned buildings (unless instructed otherwise)
- Leave a situation if you and your team are not comfortable
 - If person becomes hostile or threatened, apologize and leave
 - Record in *Unsheltered Observation Form*
- Announce yourselves when approaching

Volunteer Training Toolkit

PIT Count Volunteer Refresher [SAMPLE]

Thank you for volunteering to assist with this year's PIT count!

We appreciate your time and energy, as well as your compassion for our community's neighbors who are experiencing homelessness. To prepare for the PIT count, please refresh yourself on the following tips.

LOGISTICS

[PIT count date]: Arrive at **[location]** by **[8:30pm]**. Depart for PIT count by **[10pm]**. Return surveys to **[location]** by **[2am]**

BRING WITH YOU

- Weather-appropriate clothing, including layers
- Your vehicle, if you volunteered to drive
- Shoes: warm, sturdy, comfortable for walking, waterproof if possible
- Small backpack to carry survey items, snacks, water, and more clothing layers, if needed
- Flashlights and/or headlamp
- Cell phone (fully charged) and charger
- Energy and compassion; a good set of eyes (visual observation is key)

PIT COUNT DOs AND DON'Ts

- **DO** lead with respect for the person and their dignity
- **DO** have a conversation with the people you encounter
- **DO** get consent before asking PIT count survey questions
- **DO** remember that you may be entering into someone's personal or private space
- **DO** respect people's time
- **DO** write down where you saw the person and what they look like. This will help us make sure that no one is counted twice.
- **DON'T** take photos of or with the people you survey
- **DON'T** assume you know the answer to survey questions
- **DON'T** insert yourself into the person's story
- **DON'T** force people to answer questions if they don't want to
- **DON'T** make promises you can't deliver, such as promising services or housing resources.

SAFETY

- **ALWAYS** stay with at least one other person.
- Maintain awareness of space around you – where other people are & ways to get in or out of the space you're in
- Remain standing. It's okay to squat down to speak with someone who is sitting or lying on the ground, but always maintain your balance.
- Stay in places that are lit, including alleyways. If you use a flashlight, be respectful (don't shine it in anyone's face)
- Prioritize your own safety. If you don't feel safe approaching someone or going somewhere, don't go.
- Do not transport anyone other than volunteers in your car
- If someone you encounter is not responsive when you approach, don't panic; they may be asleep and not want to be bothered. Check to see if you can see or hear them breathing, and (depending on weather) assess whether they have enough layers on and under them. If you are still concerned, say something like: "I'm sorry to bother you so late, but I want to make sure you are not in danger. Can you please say something so I know you are OK?"
- **ALWAYS** call 9-1-1- if you or someone else is in danger

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

**Tracking
Time**

Point-in-Time Count Volunteer Time Donation Tracking



Agenda

- Purpose & Importance of Point-in-Time Count
- PIT Planning Components
- Counting Us App
- Survey Tools
- Volunteer Training & Safety
- **Timeline**
- Questions

2025 Timeline

Sheltered PIT Count

for HMIS Participating Projects

(ES, TH, RRH, & PSH)

January 27, 2025	Check data quality in Rme for issues.
by January 27, 2025 (before the PIT Count)	Make sure entry/exits dates have been entered for all clients.
by January 29, 2025 (after the PIT Count)	Again, check to make sure entry/exit dates have been entered for all clients.
February 11, 2025	COHHIO HMIS staff will pull reports for sheltered PIT data for January 28.

2025 Timeline

Sheltered PIT Count

for Non-HMIS Participating Projects

December 12, 2024 - January 27, 2025	Providers download Counting Us app, and participate in any training and technical assistance regarding use of app
January 28– 29, 2025	Providers collect information on every client who stayed in their program on the night of January 28, and enter into Counting Us app
February 11, 2025	Last day to enter data into the Counting Us app

2025 Timeline

Unsheltered PIT Count

December 16, 2024	Known Locations surveys submitted in Counting Us app
January 7, 2025	PIT Count Training Webinar (*Map of high/low probability census tracts made available)
January 9, 2025	Service-Based count training for those intending to do a service-based count in the 7 days following the PIT night
December 12, 2024 - January 27, 2025	Select communities organize PIT Count, download Counting Us app, and participate in any additional training and technical assistance regarding use of app.
January 28, 2025 - January 29, 2025 8:00 pm - 6:00 am	Select communities conduct Street Count.
January 29, 2024– February 4, 2025	Communities wishing to conduct service-based count (and who have notified COHHIO in advance AND attended SB count training) collect data on those experiencing unsheltered homelessness on the night of 1/28/25, and who slept in a high/low probability census tract

2025 Ohio BoSCoC Service-Based Count Training Webinar

January 9, 2025

10:00 am

Register for the Webinar at:

https://us06web.zoom.us/meeting/register/tZUpf-yoqDMpGNZZuvSCN9ds4rfqZ5_1Fw2W

- Explanation of Service-Based count
- How to collect and enter data during service-based count
- Counting Us App Demo
- Dates of service-based count
- Questions

**Required for any community intending to use service-based count approach*

2025 HIC/PIT Open Office Hour

January 21, 2025

11:00 am

No registration required:

<https://us06web.zoom.us/j/89012244206>

- Q&A
- Join to ask your question
- No need to stay the entire time
- I will be on for the full hour

Contact Information



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Questions?

Thank you!