# Ohio Balance of State Continuum of Care
# 2026 Housing Inventory Count and Point-in-Time Count Guidance

## Ohio Balance of State Continuum of Care

OHIO

Balance of State
Continuum of Care

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# Part I: Overview

## Purpose of This Document

This document serves two primary purposes. First, it outlines Ohio BoSCoC-specific requirements for the 2026 Housing Inventory Count and Point-in-Time Count. These requirements are in addition to those put in place by HUD; all providers/communities must review all applicable HUD guidance on conducting HIC and PIT Counts in addition to this guidance. Second, this document outlines the process for collecting and reporting local HIC/PIT data to the Ohio BoSCoC.

HUD Guidance on conducting HIC/PIT Counts can be found at: https://www.hudexchange.info/programs/hdx/guides/pit-hic/#general-pit-guides-and-tools

This document is comprised of three parts:

Part I: Overview- General information and components of the Ohio BoSCoC HIC/PIT Count
Part II: Data Collection Process- Instructions for collecting HIC/PIT data within local communities
Part III: Data Reporting Process- Instructions for submitting HIC/PIT data to COHHIO

Appendices are also included in order to provide additional information that is relevant to the HIC/PIT process.

## Background

The U.S. Department of Housing and Urban Development (HUD) requires counts of sheltered and unsheltered homeless persons for those communities receiving federal funding from the Continuum of Care (CoC) and Emergency Solutions Grant Programs. These are called Point-in-Time Counts (PIT), as they occur on one night during the last ten days of January. While HUD requires that PIT counts occur on at least a biennial basis, the Ohio BoSCoC conducts PIT counts annually.

HUD also requires the annual completion of a Housing Inventory Count (HIC), which provides an overview of a community's homeless program inventory.

Collecting data on the numbers and characteristics of homeless individuals and families as well as homeless services capacity can serve additional purposes over and beyond meeting HUD requirements. Accurate counts offer several benefits including:

- Providing support for local planning efforts by identifying unmet needs and trends in size and characteristics of homeless populations
- Supplying guidance for development of more effective programming and services
- Raising awareness of homelessness
- Enhancing local homeless programs' volunteer base
- Assisting with allocation of resources around local priorities
- Targeting interventions for certain homeless sub-populations
- Opportunity to conduct community outreach, engagement, screening, and triage to identify people experiencing homelessness in need of services
- Identifying community goals
- Assisting in measuring progress toward homelessness reduction goals

## Housing Inventory Count (HIC) Components

The HIC includes inventory and capacity information about all programs dedicated to serving homeless persons in a community, regardless of the source of funding. The HIC captures inventory information for the following program types:

- Emergency Shelter
- Safe Haven
- Transitional Housing
- Rapid Re-Housing
- Joint TH-RRH
- Permanent Supportive Housing
- Other Permanent Housing

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

The Ohio BoSCoC uses HMIS to generate HIC information for all BoSCoC homeless service providers-this includes providers that currently enter data into HMIS and those that do not. Additional information on collecting and reporting HIC information can be found in the *Part II: Data Collection Process* and *Part III: Data Reporting Process* sections of this document.

## Point-in-Time Count (PIT) Components

The PIT Count provides data on the number and characteristics of people who are homeless in a community. Both sheltered and unsheltered persons must be included in the count.

**Sheltered Count**
Ohio BoSCoC communities must count all persons who are sleeping in beds designated for homeless persons that are provided by the following program types:

Emergency shelter
Transitional housing

Communities must also count all persons experiencing homelessness who were residing in hotel/motels paid for with public or private funds as well as those persons residing in any extreme weather shelters (also called cold shelters) on the night of the PIT Count.

**Unsheltered Count**
Ohio BoSCoC communities specifically identified by Ohio BoSCoC staff must identify and collect information on all persons in the designated areas of their communities 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, including cars, encampments, or abandoned buildings. As much information as possible should be collected about each person experiencing unsheltered homelessness in order to assist with the deduplication process.

**Types of Data Collected**
Ohio BoSCoC communities must collect the basic data on unsheltered and sheltered homeless persons that HUD mandates. This does not preclude communities from collecting local-level information on other items they deem important. Following are the basic data CoCs must count at minimum:

*For Sheltered and Unsheltered Homeless*

*Households with Children*
Number of households with children (and number of persons in those households) in emergency shelters, safe havens, and transitional housing

- Number of persons under age 18
- Number of persons age 18 – 24
- Number of persons over age 24
- Numbers by race, ethnicity, and gender

*Households without Children*
Number of households without children (and number of persons in those households) in emergency shelters, safe havens, and transitional housing

- Number of persons under age 18
- Number of persons age 18 – 24
- Number of persons over age 24
- Numbers by race, ethnicity, and gender

*Youth Households*
Number of households with only children (and number of persons in those households) in emergency shelters, safe havens, and transitional housing

- Number of parenting youth households
    - Number of parenting youth under age 18

        - Number of parenting youth 18-24
        - Number of children with parenting youth (children under age 18 with parents under 25)
    - Number of unaccompanied youth households
        - Number unaccompanied youth under age 18
        - Number unaccompanied youth age 18-24
        - Numbers by race, ethnicity, and gender

*Veteran Households with Children*
Number of households with children (and number of persons in those households) in emergency shelters and transitional housing
- Number of persons under age 18
- Number of persons age 18 – 24
- Number of persons over age 24
- Numbers by race, ethnicity, and gender

*Veteran Households without Children*
Number of households without children (and number of persons in those households) in emergency shelters, safe havens, and transitional housing
- Number of persons age 18 – 24
- Number of persons over age 24
- Numbers by race, ethnicity, and gender

Number of adults who are chronically homeless

Number of families (and number of persons in those households) who are chronically homeless

Number of adults (including veterans) who are:
- Seriously mentally ill
- Chronic substance abusers
- Persons with HIV/AIDS
- Victims of domestic violence

The Ohio BoSCoC uses HMIS to generate sheltered PIT Count information, and will use the *Counting Us* app to collect and generate Unsheltered PIT Count information for those in designated areas that are found staying in a place not meant for human habitation. Additional information on collecting and reporting PIT information can be found in the *Part II: Data Collection Process* and *Part III: Data Reporting Process* sections of this document.

# Part II: Data Collection Process

## Ohio BoSCoC 2026 HIC and PIT Count Collection Process: Overview

**Conducting HIC/PIT Counts**
Ohio BoSCoC communities must conduct a HIC and PIT Count in 2026. The date of the Ohio BoSCoC HIC and PIT Count is ~~**Tuesday, January 27, 2026**~~ **Tuesday, February 3, 2026. The PIT data was changed to respond to extreme winter conditions.**

Each Ohio BoSCoC county required to conduct an unsheltered count, and all Ohio BoSCoC shelter providers must conduct their counts between the hours of **8:00pm on February 3, 2026 and 6:00am February 4, 2026** (service-based counts may be done in the seven days following). All collected HIC and PIT data and processes must be reported to CoC staff at COHHIO via the process outlined in this document.

**Geographic-Based Sampling**
For the 2026 PIT Count, the Ohio BoSCoC has contracted with Simtech Solutions to use geographic sampling and enumeration to provide a more accurate picture of unsheltered homelessness in our CoC. The geographic-based sampling approach involves conducting unsheltered PIT counts in a select number of census tracts within select counties on the night

of the PIT Count. These select locations are known as high and low probability census tracts. Simtech Solutions staff will then generate the CoC-wide unsheltered PIT data from those sample data sets.

**Known Locations Survey**
In order to determine high and low probability census tracts within the Ohio BoSCoC, County Contacts are asked to submit Known Locations Surveys within the Counting Us app to indicate where they believe they will find people experiencing unsheltered homelessness on the night of the PIT count. If no locations are known in the community, no data should be entered. All Known Locations Survey's should be submitted into the Counting Us app by COB on Tuesday, December 16th, 2025.

***Counting Us* Mobile App**
The Ohio BoSCoC is also using the mobile app available through Simtech Solutions to collect data for the unsheltered count and the sheltered count for non-HMIS providers during the 2026 Point in Time Count. The app is called *Counting Us*.

***Counting Us* Mobile App Process**
If chosen as one of the geographic areas to complete an unsheltered PIT count, the unsheltered count takes place much the same as previous years including using in-person interviews and observations to collect and report information about people experiencing unsheltered homelessness on the PIT night. The primary difference is instead of using paper forms to collect data, enumerators will download the *Counting Us* mobile app on a smartphone or tablet and enter survey responses into the app. If a volunteer is conducting a survey in an area without internet or data, the app will store the information until internet access is available. In addition to collecting client demographic data, the app also includes GPS capabilities which can help record the location of where that person/household was found to ensure proper follow-up in the days after the PIT count.

Additionally, Sheltered PIT data for non-HMIS participating providers will be entered into the *Counting Us* app by staff using the mobile app or a web browser. 100% of non-HMIS participating homeless dedicated providers (ES and TH) will enter PIT count survey results into the mobile app. No sampling approaches will be used for the sheltered PIT count

**Ohio BoSCoC Use of HMIS and *Counting Us* Mobile App for HIC and PIT**
The Ohio BoSCoC uses HMIS and the *Counting Us* app to compile and report on all HIC and PIT information:

- All HIC information is currently housed in HMIS. This data is then reported to HUD through the Homeless Data Exchange.
- Sheltered PIT data for HMIS participating providers is currently housed in HMIS and is reported to HUD through the Homeless Data Exchange. Providers can check their data at any time using HMIS, R minor, and R minor elevated.
- Sheltered PIT data for non-HMIS participating providers is entered into the *Counting Us* app by program staff using the information provided in the *Counting Us* app. This data is reported to HUD through the Homeless Data Exchange.
- Unsheltered PIT data collected during the PIT Count is entered into the *Counting Us* app directly by enumerators and/or County Contacts on the night of the PIT. This data is reported to HUD through the Homeless Data Exchange.

Since all sheltered PIT data for HMIS participating providers is generated out of HMIS, it is critical that provider and client level data be accurate at all times. In advance of the sheltered PIT data being pulled from HMIS on February 17, 2026, HMIS participating providers should run their own reports and review their data to make sure the sheltered PIT data and bed inventory information are accurate before the HIC/PIT Count date. Most importantly, providers should run the Entry/Exit Report a few days prior to the PIT Count date and after the PIT Count date. This report will help providers identify any old clients for whom an exit date was not entered and/or identify clients for whom data was not entered in a timely fashion. Any questions about how to use this report to help ensure HMIS data quality can contact the COHHIO HMIS team at hmis@cohhio.org.

**HIC/PIT County Contact**
One primary HIC/PIT County Contact must be identified for each county (or region, if planning and counting efforts have been organized regionally) and their contact information shared with CoC staff at ohioboscoc@cohhio.org by October 31, 2025. The HIC/PIT County Contact is responsible for the following:

- Serves as the primary contact for all 2026 HIC/PIT correspondence
- Verifies housing inventory information for non-HMIS participating projects and ensures any necessary HIC changes are reported to CoC staff by the deadline
- Oversees accurate and complete Unsheltered and non-HMIS participating shelter provider data collection into the *Counting Us* app on the night of the PIT.
    - **Failure to submit HIC/PIT data could jeopardize CoC funding for an entire county or region.**

Email correspondence for the 2026 HIC/PIT Count should be directed to CoC staff at ohioboscoc@cohhio.org.

## Ohio BoSCoC 2026 Housing Inventory Count (HIC) Collection Process

**Ohio BoSCoC Housing Inventory Chart Verification Report**
Every county is responsible for providing accurate, updated housing inventory information to COHHIO. This process involves two steps:

1. **For HMIS participating providers:**

   - Projects with changes in housing inventory:
     All projects that have experienced any changes in capacity, name, target population, and/or funding, or are expecting to experience a change in the coming months, should inform COHHIO of those changes via email by January 15, 2026. Specifically, any changes should be emailed to ohioboscoc@cohhio.org.

   - Projects with no changes to housing inventory:
     - No action needed

   - Projects with utilization issues:
     Throughout December, COHHIO will identify projects where bed and unit utilization indicate a possible misalignment with that project's housing inventory. CoC staff will contact providers directly to ensure correct project inventory is reflected in HMIS and in the HIC.

2. **For non-HMIS participating providers:**
   - Staring in December, HIC/PIT County Contacts must verify program inventory information for all non-HMIS participating providers in their region/county. Any inventory changes must be reported to the CoC team at COHHIO by January 15, 2026 via ohioboscoc@cohhio.org.

## Ohio BoSCoC 2026 Point-in-Time (PIT) Count Collection Process

**Date of the Counts**
The Ohio BoSCoC PIT Count will occur on **Tuesday, February 3, 2026**. Ohio BoSCoC communities must conduct their sheltered (for non-HMIS participating providers) and unsheltered (for specifically designated census tract areas) PIT Counts between **8:00pm on the night of February 3, 2026 and 6:00am** the following morning. No service-based counts can be done on the night of February 3rd.

**PIT Data Collection Methods and Procedures**
All Ohio BoSCoC communities must use the following methods for collecting sheltered and unsheltered data and must use the *Counting Us* mobile app (paper data collection tools provided by COHHIO may be used only as an absolute last resort).

**For sheltered homeless**

- HMIS data:
  - All homeless dedicated projects participating in HMIS should check Rminor_elevated to ensure all clients have entry and exit dates entered
    - Specifically, providers should check the Client Count tab and the Provider-level Data Quality tab
  - COHHIO HMIS staff will pull sheltered data for all HMIS participating projects and consult with providers as necessary concerning any data issues.
- Homeless Service Provider Surveys:
  - All homeless dedicated projects not participating in HMIS must provide all required population and subpopulations data for all persons in their projects during the PIT Count. These projects must use the *Sheltered Survey 2026* option in the *Counting Us* app to collect data on each person in their project during the PIT Count and must submit the completed data directly into the *Counting Us* app. No paper forms should be mailed to COHHIO.

**For unsheltered homeless**

- Street Count/Public Places Count:
  - Enumerators conduct unsheltered counts only in designated census tract areas in Ohio BoSCoC counties.
  - All unsheltered people encountered within the designated census tract areas should be interviewed using the OH BoS – 2026 Unsheltered Homeless Survey in the *Counting Us app* to collect all required data. In order to ensure proper deduplication, enumerators should include as much information and detail as possible within the survey. This would include questions that are not required (if the person being interviewed is willing to answer) and the notes section of the survey where the enumerator can add additional information about the person and their living situation. If a person refuses to provide information or is otherwise not able to be engaged, enumerators should use the *OH BoS – 2026 Unsheltered Homeless Person Observation Tally option in the Counting Us app. Unsheltered Homeless Person Observation Tally's cannot be used during a service-based count.*

*AND*

- Service-Based Screening/Interview:
  - In the days **after** the PIT Count, Ohio BoSCoC communities may conduct service-based counts in relevant locations (e.g., meal sites, foodbanks, etc.) in order to identify any people who were unsheltered on the night of the PIT Count but who were not already counted.
  - Communities must use the *Unsheltered Homeless Person Survey* in the *Counting Us app* to collect data on those persons.
  - Unsheltered observation forms may NOT be used during the service-based count
  - Service-based counts cannot be done on the PIT night (Feb 3rd)
  - As much information as possible should be collected during service-based counts to ensure the person has not already been counted and that they were in a designated sampling area on the night of the PIT.
  - Only communities who communicate with Ohio BoSCoC staff about their intent to conduct a service-based coun, participate in required training, and send a brief written planwill be allowed to collect data in the days following the count.
    - To contact Ohio BoSCoC staff, email hannahbasting@cohhio.org or ohioboscoc@cohhio.org.
    - Please include information about how your community plans to conduct a service-based count (e.g. host an event, have a volunteer at a foodbank, etc)
    - Providers who intend to conduct a service-based count must also attend a service-based count specific training on January 13th, 2026.

Unsheltered PIT data and non-HMIS participating sheltered PIT count survey data must be submitted directly into the *Counting Us* app by the enumerators doing the interview, or by the local HIC/PIT County Contact. Details about submitting the completed forms can be found in Part III of this document.

**Data Collection Tools**

All BoSCoC communities MUST use the *Counting Us* app to collect and submit unsheltered and non-HMIS participating data. The app can be found at https://counting.us/. Or by going to Google Play or iTunes to download the *Counting Us* app directly to a mobile device.

# Part III: Data Reporting Process

## Ohio BoSCoC 2026 HIC and PIT Count Reporting Process: Overview

Communities are responsible for submitting HIC and PIT data using the processes outlined in this section. All udpates to the HIC are due to COHHIO no later than January 15, 2026, and all survey data for the PIT must be entered into the *Counting Us* app no later than February 17, 2026.

**Responsibilities of the HIC/PIT Count Contact**
The designated HIC/PIT County Contact serves as the primary contact for all 2026 HIC/PIT correspondence and is responsible for collecting and submitting the non-HMIS participating *Housing Inventory Count Verification Report* directly to COHHIO. This person will also certify the accuracy of the final submitted HIC and PIT data.

**Responsibilities of local providers**
HMIS participating providers are responsible for notifying CoC staff at ohioboscoc@cohhio.org if they have HIC changes to report. All PIT Count survey data should be submitted directly into the *Counting Us* app.

Email correspondence for the 2026 HIC/PIT Count should be directed to CoC staff at ohioboscoc@cohhio.org.

## Ohio BoSCoC 2026 Housing Inventory Count (HIC) Reporting Process

HIC data must be submitted using the following procedures:

**For HMIS participating providers:**
- Providers needing to report updates to project inventory must notify CoC of the changes no later than January 15, 2026.

**For non-HMIS participating providers:**
- The Ohio BoSCoC HIC/PIT County Contact must notify CoC staff of any needed changes to project invientory no later than January 15, 2026.

COHHIO staff will review project inventory information and contact the HIC/PIT County Contact or HMIS Administrator with any questions. HIC information will be updated in HMIS before COHHIO submits the data to HUD.

## Ohio BoSCoC 2026 Point-in-Time (PIT) Count Reporting Process

PIT data must be submitted using the following procedures:

- All *Unsheltered PIT Count survey data* for specified census tracts is submitted via the *Counting Us* app
- A non-HMIS participating providers submit sheltered PIT Count survey data via the *Counting Us* app,
- The Ohio BoSCoC HIC/PIT County Contact must ensure all data is submitted no later than February 17, 2026.
- No paper forms of any kind should be mailed to COHHIO.

Upon receipt of survey data in the *Counting Us* app, COHHIO staff will review the information and contact the HIC/PIT County Contact with any questions.

The CoC team will work with the Simtech Solutions staff to generate the CoC's PIT Count data for submission to HUD.

# APPENDIX A: Timeline

## Ohio BoSCoC 2026 HIC and PIT Count: Timeline

| | |
|---|---|
| October 31, 2025 | Ohio BoSCoC HIC/PIT County Contacts for each county identified and reported to CoC staff. Email ohioboscoc@cohhio.org with contact name and info |
| December 4, 2025 | Ohio BoSCoC 2026 HIC & PIT Count Training Webinar- Overview |
| December 11, 2025 | Ohio BoSCoC 2026 Housing Inventory Count (HIC) Training |
| December 11, 2025 | COHHIO publishes list of housing inventory information. Providers and County Contacts should check to verify accuracy of data |
| December 16, 2025 | County Contacts must enter Known Locations Surveys into Counting Us app |
| January 8, 2026 | Ohio BoSCoC 2026 PIT Count Planning for Communities Webinar |
| January 13, 2026 | Ohio BoSCoC 2026 Service-Based Count Training<br>**Mandatory for any community doing a service-based count* |
| By January 15, 2026 | • HIC/PIT County Contact submits the final updates to housing inventory for non-HMIS participating providers to COHHIO.<br>• HMIS Agency Administrator submits final updates to housing inventory for their project(s) to COHHIO.<br><br>Email to: ohioboscoc@cohhio.org |
| January 20, 2026 | HIC/PIT Open Office Hour |
| January 26, 2026 | HMIS providers should check Rme Current Clients tab and Provider-level Data Quality for accuracy |
| ~~January 27, 2026~~<br>February 3, 2026<br>8:00pm - 6:00am | **Ohio BoSCoC 2026 HIC and PIT Count**<br>Select communities conduct Street Count in designated census tracts and non-HMIS providers conduct Sheltered Count |
| ~~January 28 – February 3, 2026~~<br>Feb 4 - Feb 10, 2026 | Communities with high and/or low probability census tracts may conduct service-based count (must notify CoC staff of intent to conduct service-based count) |
| ~~January 29, 2026~~<br>February 5, 2026 | HMIS providers should check Rme Current Clients tab and Provider-level Data Quality for accuracy of clients on the night of February 3rd |
| By ~~February 11, 2026~~<br>February 17, 2026 | HIC/PIT County Contact ensures all *Unsheltered Count Forms collected in designated areas*, *Unsheltered Observation Count Form*s collected in designated areas, and *Sheltered Count Forms* for non-HMIS participating providers are submitted in the *Counting Us* app. |
| ~~February 11, 2026~~<br>February 17, 2026 | COHHIO HMIS Data Pull (for ~~January 27~~ Feb. 3) for sheltered homeless PIT data for HMIS participating providers |
| May 2026 (date TBD) | COHHIO/ODOD submit Ohio BoSCoC HIC and PIT data to HUD via HDX |

# APPENDIX B: Process Charts for HIC and PIT Counts

The following process charts are included to assist communities in planning and conducting the 2026 Ohio BoSCoC HIC and PIT Count. Each chart contains a brief step-by-step guide for completing required activities and includes critical deadlines. Checkboxes next to each item can be used for keeping track of completed tasks. Communities should refer to Part II and Part III of this document for detailed explanations of the procedures outlined in these charts.

Process charts are provided for the following activities:

- Housing Inventory Count for non-HMIS participating providers
- Housing Inventory Count for HMIS participating providers
- Unsheltered PIT Count
- Sheltered PIT Count for HMIS participating providers
- Sheltered PIT Count for non-HMIS participating providers

Task Completed

## HOUSING INVENTORY COUNT

(HIC/PIT County Contact responsibilities for non-HMIS participating providers)

☐ *by* October 31, 2025

HIC/PIT County Contact identified and reported to COHHIO

☐ December 11, 2025 - January 15, 2026:

-County Contact works with county/regional providers to review and update HIC information

-County Contact completes *New Project Form* for any new projects in the community

The *New Project Form* can be found here: http://hmis.cohhio.org/index.php?pg=kb.page&id=129

☐ *by* January 15, 2026:

HIC/PIT County Contact submits all *housing inventory updates* and *New Project Forms* to COHHIO

Reports submitted via email to:

ohioboscoc@cohhio.org

Task Completed

## HOUSING INVENTORY COUNT

(HMIS participating providers)

December 11, 2025:

COHHIO publishes list of housing inventory data as it appears inHMIS

The list will be published on COHHIO's website at: https://cohhio.org/boscoc/hicpit/

December 11, 2025 - January 15, 2026:

Projects needing to update any housing inventory information must do so by emailing changes/updates to ohioboscoc@cohhio.org

*by* January 15, 2026:

HMIS Agency Administrator reports all changes to COHHIO

changes shoudl be submitted via email to:

ohioboscoc@cohhio.org

Task Completed

## UNSHELTERED PIT COUNT

(select census tract areas required to complete count)

*by* October 31, 2025:

HIC/PIT County Contact identified and reported to COHHIO

December 16, 2025

All Known Locations Surveys should be submitted in the Counting Us app

December 4, 2025 - February 2, 2026:

Count organizers and enumerators download Counting Us app and plan count

8:00pm February 3, 2026 - 6:00am February 4, 2026:

Select communities conduct street count using *Counting Us App*

*by* February 17, 2026:

HIC/PIT Contact ensures all PIT survey data submitted in the Counting Us App

Task Completed

## SHELTERED PIT COUNT

(non-HMIS participating providers)

☐ *by* October 31, 2025:
HIC/PIT County Contact identified and reported to COHHIO

☐ December 4, 2025 - February 2, 2026:
Providers download Counting Us app and organizes count

☐ February 3, 2026- February 4, 2026:
Providers conduct count and enter data using Counting Us App for clients who stayed in their program on the night of February 3, 2026

☐ *by* February 17, 2026:
All client data for the night of February 3, 2026 must be entered and submitted into the Counting Us App

Task Completed

## SHELTERED PIT COUNT

(HMIS participating providers)

☐ *by* February 2, 2026:
Providers should check Rme Current Clients tab and Provider-level Data Quality tab for accuracy

☐ February 3-4, 2026:
Providers should again make sure all client entry and exit dates have been entered

☐ *after February 4*, 2026:
Providers should check Rme Current Clients tab and Provider-level Data Quality tab for accuracy

☐ February 17, 2026:
COHHIO staff will pull reports for sheltered PIT data from HMIS

# APPENDIX C: Definitions

***Adults with HIV/AIDS:*** This subpopulation category of the PIT includes adults who have been diagnosed with AIDS and/or have tested positive for HIV.

***Adults with Serious Mental Illness (SMI):*** this subpopulation category of the PIT includes adults with a severe and persistent mental illness or emotional impairment that seriously limits a person's ability to live independently. Adults with SMI must also meet the qualifications identified in the term for 'disability'.

***Adults with a Substance Use Disorder:*** This subpopulation category of the PIT includes adults with a substance abuse problem (alcohol abuse, drug abuse, or both). Adults with a substance use disorder must also meet the qualifications identified in the term for "disability" (e.g., "is expected to be long**-**continuing or indefinite duration").

***Chronically Homeless Person or Family:*** an unaccompanied homeless individual (18 or older) with a disability or a family with a head of household who has a disability who has either been continuously homeless for a year or more OR has had at least four (4) episodes of homelessness in the past three (3) years where the combined occasions total a length of time of at least 12 months.

To be considered chronically homeless during the PIT Count, persons must be sleeping in a place not meant for human habitation (e.g., living on the streets) and/or in emergency shelter during that time (not people in transitional housing programs).

***Dependent Child(ren)*****:** persons under the age of 18 accompanied by one or more adults***.***

***Disability (Disabled):*** an individual with one or more of the following conditions:

A. A physical, mental, or emotional impairment, including an impairment caused by alcohol or drug abuse, post-traumatic stress disorder, or brain injury that:
    (1) Is expected to be long-continuing or of indefinite duration;
    (2) Substantially impedes the individual's ability to live independently; and
    (3) Could be improved by the provision of more suitable housing conditions.
B. A developmental disability, as defined in section 102 of the Developmental Disabilities Assistance and Bill of Rights Act of 2000 (42 U.S.C. 15002); or
C. The disease of Acquired Immunodeficiency Syndrome (AIDS) or any condition arising from the etiologic agency for Acquired Immunodeficiency Syndrome (HIV)

***Emergency shelter:*** any facility, the primary purpose of which is to provide temporary shelter for the homeless in general or for specific populations (e.g., domestic violence, HIV/AIDS, Veterans, etc.) of the homeless.

- **Persons staying in emergency shelters should be included in the 2026 HIC and PIT Count**

***Episode:*** a separate, distinct, and sustained stay on the streets and/or in an emergency homeless shelter. To be counted as a distinct episode, the period separating the occasions must include at least 7 nights of living in situation other than a place meant for human habitation, in an emergency shelter, or in a safe haven.

***Homeless:*** according to HUD, a person is considered homeless ONLY when he/she resides in one of the places described below at the time of the PIT count:

*An unsheltered homeless person resides in:*

- *A place not meant for human habitation, such as cars, parks, sidewalks, alleys, transportation depots, abandoned buildings, commercial establishments (e.g., movie theaters, laundromats, restaurants), chicken coops or other farm outbuildings, campgrounds, or on the street*[i]*.*

*A sheltered homeless person resides in:*

- *An emergency shelter*
- *Transitional housing for homeless persons who originally came from the streets or emergency shelters*

Emergency shelters (including temporary emergency shelters only open during severe weather) and transitional housing include domestic violence shelters, residential programs for runaway/homeless youth, and any hotel/motel/apartment voucher arrangements paid for by a public/private agency because the homeless person is homeless.

***Households Without Dependent Children:*** single individuals and adult-only households, such as couples without children.

***Individual:*** single men, single women, and single persons of undetermined age or gender.

***Parenting Youth:*** a youth who identifies as the parent or legal guardian of one or more children who are present with or sleeping in the same place as that youth parent, where there is no person over age 24 in the household.

***Permanent Supportive Housing:*** a project type that provides housing of unlimited duration and supportive services to disabled homeless persons and families (at least one adult or child has a disability). The supportive services must be designed to meet the needs of the program participants and must be made available to them.

- **PSH beds/units should be included in 2026 HIC (and the number of people in those beds/units during the PIT Count), but those people should not be included in the sheltered PIT Count.**

***Rapid Re-housing:*** a project type that provides supportive services and/or short-term (up to 3 months) or medium-term (3 to 24 months) rental assistance as necessary to help a homeless individual or family, with or without disabilities, move as quickly as possible into permanent housing.

- **RRH beds/units should be included in 2026 HIC (and the number of people in those beds/units during the PIT Count), but those people should not be included in the sheltered PIT Count.**

***Service-Based Count:*** unsheltered homeless count method that utilizes the strategy of reaching out to persons based on their use of non-shelter services (e.g., soup kitchens, food pantries, Health Care for the Homeless facilities, outreach programs and mainstream social service agencies). These counts can generally be completed by interviewing the homeless person(s) present at the service site.

***Street/Public Places Count:*** system of counting unsheltered homeless that utilizes a defined territory (known locations and/or covering every block) and intensity of data collection (counting, observation, and/or the use of interviewing). This approach is often utilized to find homeless persons in non-service locations (e.g., streets, parks, public buildings, vehicles, etc.).

***Transitional Housing****:* a project type intended to facilitate the movement of homeless individuals and families to permanent housing. Homeless persons may live in transitional housing programs for up to 24 months and receive supportive services that enable them to live more independently. The supportive services may be provided by the organization managing the housing or coordinated by them and provided by other public or private agencies. Transitional housing can be provided in one structure or several structures, at one site or in multiple structures at scattered sites.

- **Persons staying in transitional housing should be included in the 2026 HIC and PIT Count**

***Unaccompanied Youth:*** youth under age 25 who are not accompanied by a parent, guardian, or other adult over age 25 and are not a parent presenting with or sleeping in the same place as his/her child(ren.) Unaccompanied youth are single youth, youth couples, and groups of youth presenting together as a household.

***Unsheltered:*** places not meant for human habitation, including automobiles, sidewalks, streets, parks, alleys, transportation depots, all night commercial establishments (e.g., truck stops, grocery stores), abandoned buildings, farm outbuildings and other similar places.

- **Persons living in places not meant for human habitation should be included in the 2026 PIT Count**

***Veteran:*** person who has served on active duty in the Armed Forces of the United States. This does not include inactive military reserves or the National Guard unless the person was called up to active duty.

***Victim(s) of Domestic Violence:*** person(s) who has been injured either emotionally, physically, or sexually through the "willful intimidation, assault, battery, sexual assault or other abusive behavior perpetrated by one family member, household member, or intimate partner against another".

# APPENDIX D: HIC/PIT Count Guidance for Non-CoC Funded Projects

This appendix provides clarification regarding non-CoC funded programs and persons to include in the 2026 Housing Inventory Count (HIC) and Point-in-Time Count (PIT).

## HIC & PIT Guidance: Programs Serving Homeless Persons

In addition to HUD's Continuum of Care (CoC) Program funding, there are several state and federally funded programs that provide assistance to homeless individuals and families. Following is a list of some of the most common programs used to assist homeless persons in Ohio, and guidance on whether persons being served by those programs should be counted as homeless during the 2026 PIT Count. Guidance on how to record units/participants on the Housing Inventory Chart (HIC) is included as well.

Please remember, only projects (and their beds/units) that are ***dedicated to serving homeless persons*** should be reported in the HIC, and only people in homeless dedicated emergency shelter and transitional housing projects should be reported as homeless in the PIT Count. Homeless dedicated projects are defined as:

- Projects where the primary intent is to serve homeless persons
- Projects that verify homeless status as part of eligibility determination
- Actual project clients are predominantly homeless (or, for PSH, were homeless at entry)

If you think your local program is homeless dedicated and assists persons who should be counted as homeless in the PIT count and included on the HIC, but the guidance below indicates otherwise, please contact Hannah Basting at COHHIO (hannahbasting@cohhio.org or 614-280-1984, ext. 117) prior to the count to discuss the appropriate way to handle the PIT and HIC.

**ODOD Supportive Housing Program**

The Office of Community Development within the Ohio Department of Development (ODOD) distributes homeless assistance funding to programs around the state via its Supportive Housing Program. Following are programs funded by ODOD's Supportive Housing Program and whether or not persons in those programs should be counted in the PIT Count.

***Transitional Housing (project-based)***

Transitional Housing is a type of supportive housing used to facilitate the movement of homeless individuals and families to permanent housing. Homeless individuals and/or families may live from 3 to 24 months in the program and receive supportive services that enable them to live more independently. Transitional housing funded through ODOD's Supportive Housing Program must be project-based only, meaning that program participants must move out of the structure at the end of their time in the program.

*PIT: How to Count*

- Households with and without dependent children (and the total numbers of persons in those households) SHOULD be counted as sheltered homeless in the PIT Count
    - These persons and households should be counted as residing in transitional housing during the PIT Count

*HIC: How to Record*

- Record the total number of transitional housing beds and units in the HIC

***Permanent Supportive Housing***

Permanent Supportive Housing (PSH) is long-term housing with supportive services targeted to homeless persons with disabilities. Housing provided by this activity is permanent and not time limited.

*PIT: How to Count*

- Households with and without dependent children SHOULD NOT be counted as sheltered homeless in the PIT Count

*HIC: How to Record*

- Record the total number of permanent supportive housing beds and units in the HIC, *as well as the numbers of persons in those programs*

***Bridge Funding for PSH***

Bridge Funding for Permanent Supportive Housing (PSH) is a time-limited rental subsidy for homeless, disabled persons awaiting placement in PSH. Applicants for Bridge Funding must provide proof (e.g., a Shelter Plus Care or SHP PSH grant award letter, construction schedule, etc.) that a subsidized PSH unit will be available at the end of the subsidy term.

*PIT: How to Count*

- Households with and without dependent children SHOULD NOT be counted as sheltered homeless in the PIT Count

*HIC: How to Record*

- Record the total number of bridge funding beds and units in use during the PIT Count night on the HIC, *as well as the numbers of persons in those programs*

**ODOD's Homeless Crisis Response Program**

***Emergency Shelter***

Emergency shelters provide temporary accommodations and essential services for homeless individuals and/or families. Emergency shelters have a maximum length of stay of 90 days or less.

*PIT: How to Count*

- Households with and without dependent children (and the total numbers of persons in those households) SHOULD be counted as sheltered homeless in the PIT Count
    - These persons and households should be counted as residing in emergency shelter during the PIT Count

*HIC: How to Record*

- Record the total number of emergency shelter beds and units in the HIC

***Rapid Re-housing***

Rapid Re-housing (RRH) provides temporary financial assistance and supportive services to rapidly re-house homeless individuals and families.

*PIT: How to Count*

- Households with and without dependent children who have been housed with RRH assistance and are still receiving that assistance during the PIT Count SHOULD NOT be counted as sheltered or unsheltered homeless in the PIT Count
    - EXCEPTION: If a household is awaiting assistance to rapidly re-house them and is residing in an emergency shelter or hotel/motel paid for through a voucher arrangement in lieu of shelter during the PIT count, the shelter can count them as sheltered homeless on that day

*HIC: How to Record*

- Record the number of rapid re-housing beds and units occupied on the day of the PIT count in the Rapid Re-housing program type category in the HIC

**OhioMHAS Housing Assistance Program**

The Housing Assistance Program (HAP), funded by local boards and/or the Ohio Department of Mental Health and Addiction Services, is intended to assist persons with severe mental disabilities to access permanent, decent, safe, affordable rental housing until a permanent subsidy or housing can be obtained. This program does not serve exclusively homeless persons and is not explicitly time-limited.

*PIT: How to Count*

- Generally, households with and without dependent children SHOULD NOT be counted as sheltered homeless in the PIT Count
    - If you believe a program in your community serves homeless persons who should be counted in the PIT count, please contact COHHIO prior to the PIT count to discuss.

*HIC: How to Record*

- HAP beds and units SHOULD NOT be recorded on the HIC
    - If after conferring with COHHIO it is determined that persons served by your local HAP should be counted in the PIT Count, then those units and beds may be recorded on the HIC. Work with COHHIO to determine the appropriate program category type for the units and beds.

**Veterans' Programs**

There are a number of programs that provide services specifically to Veterans, some of whom may be homeless. Following is a list of the most common Veterans services programs used to assist homeless persons and whether or not persons in those programs should be counted in the HIC/PIT Count.

***Veterans Affairs Supportive Housing***
The HUD-Veterans Affairs Supportive Housing (HUD-VASH) program combines Housing Choice Voucher rental assistance for homeless Veterans with case management and clinical services provided by the Department of Veteran's Affairs (VA). This is a permanent supportive housing program, which means persons being served by this program are no longer considered homeless, but there were homeless prior to entry.

*PIT: How to Count*
- Households with and without dependent children SHOULD NOT be counted as sheltered homeless in the PIT Count
    - However, the total number of people served by HUD-VASH vouchers will need to be reflected in the HIC

*HIC: How to Record*
- Record the total number of HUD-VASH vouchers available for use during the PIT Count in the HIC in the permanent supportive housing program type category, and the number of people in those beds/units during the PIT Count. The number of vouchers available should equal the number units for families + number of beds for households without children
    - Record the number of vouchers AVAILABLE, not just those in use

***Veterans Affairs Medical Centers***
Veterans Affairs (VA) Medical Centers provide a wide array of inpatient and outpatient medical services to Veterans.

*PIT: How to Count*
- Households with and without dependent children SHOULD NOT be counted as sheltered homeless in the PIT Count

*HIC: How to Record*
- VA Medical Centers beds and units SHOULD NOT be recorded on the HIC

***Veterans Domiciliary Care***
The Veterans Domiciliary Care program provides inpatient care for ambulatory Veterans disabled by age or illness to rehabilitate them in anticipation of return to the community or to assist Veterans to reach their optimal level of functioning in a protective environment.

Veterans Domiciliary Care (prefix VADOM)
*PIT: How to Count*
- Households with and without dependent children SHOULD NOT be counted as sheltered homeless in the PIT Count

*HIC: How to Record*
- VADOM beds and units SHOULD NOT be recorded in the HIC

VA-funded Health Care for Homeless Veterans provider programs including, VA Community Contract Emergency Housing (prefix HCHV/EH), and Health Care for Homeless Veterans VA Community Contract Residential Treatment Program (prefix HCHV/RT)

*PIT: How to Count*
- Households with and without dependent children SHOULD be counted as sheltered homeless in the PIT Count
    - These persons and households should be counted as residing in emergency shelter during the PIT Count

*HIC: How to Record*
- Record the number of beds and units in the emergency shelter program component type in the HIC
    - The prefix HCHV/EH or HCHV/RT should be used before the program name in the HIC

***VA-Funded TH Programs***
The VA funds two different transitional housing programs that serve homeless Veterans.

VA Grant Per Diem (GPD)

*PIT: How to Count*
- Households (and the total numbers of persons in those households) SHOULD be counted as sheltered homeless in the PIT Count
    - These persons and households should be counted as residing in transitional housing during the PIT Count

*HIC: How to Record*

- Record the total number of beds and units in the transitional housing program component type in the HIC
    - The prefix GPD should be used before the program name in the HIC

***Supportive Services for Veteran Families (SSVF)***

The VA's SSVF program offers both homelessness prevention and rapid re-housing assistance to homeless or at-risk veteran families. Only SSVF rapid re-housing beds/units should be recorded in the HIC, and they should only be recorded if all of the following criteria are met

- SSVF participant is actively enrolled in the provider program on the night of the count
- SSVF participant housing status at program entry is 'literally homeless'
- SSVF participant is no longer literally homeless and is in permanent housing on the night of the count, AND
- SSVF participant is receiving financial assistance and/or housing relocation and stabilization services on the night of the inventory count.

*PIT: How to Count*

- Households (and the total numbers of persons in those households) SHOULD NOT be counted as sheltered homeless in the PIT Count

*HIC: How to Record*

- Record the total number of beds and units occupied on the day of the PIT count in the rapid re-housing program component type in the HIC, if all of the above criteria are met, *as well as the numbers of persons in those programs*
    - The prefix SSVF should be used before the program name in the HIC

**Substance Abuse Treatment Programs**

There are a variety of substance abuse treatment and recovery programs in Ohio, including inpatient, outpatient, and transitional programs (e.g., halfway houses). Although these programs typically serve a general population, homeless persons are sometimes served as well.

*PIT: How to Count*

- Generally, households with and without dependent children SHOULD NOT be counted as sheltered homeless in the PIT Count
    - If you believe a program in your community serves homeless persons who should be counted in the PIT count, please contact COHHIO prior to the PIT count to discuss.

*HIC: How to Record*

- Substance Abuse Treatment beds and units SHOULD NOT be recorded on the HIC
    - If after conferring with COHHIO it is determined that persons served by your local program should be counted in the PIT Count, then those units and beds may be recorded on the HIC. Work with COHHIO to determine the appropriate program category type for the units and beds.

**Extreme Weather Shelters**

Shelters and community spaces opened in times of extreme cold for persons with no other safe place to stay (sometimes called 'cold shelters') are considered homeless dedicated projects and should generally be included on the HIC as emergency shelter and persons in those shelters should be counted as homeless in the PIT Count. However, if a cold shelter is not open overnight, then the program should not be reflected on the HIC.

*PIT: How to Count*

- Households with and without dependent children (and the total numbers of persons in those households) SHOULD be counted as sheltered homeless in the PIT Count
    - These persons and households should be counted as residing in emergency shelter during the PIT Count, if the cold shelter provides overnight accommodations

*HIC: How to Record*

- Record the total number of emergency shelter beds and units in the HIC, as long as the cold shelter provides overnight accommodations

If you operate a program that serves homeless persons but you do not see it referenced in this document, or if you have further questions about PIT Counts, please be sure to check HUD's *Point-in-Time Count Methodology* Guide and *Notice for HIC and PIT Data Collection for CoCs.* These documents can be found at https://www.hudexchange.info/hdx/guides/pit-hic/. If you do not find the guidance you seek in those documents, please contact Hannah Basting, CoC Coordinator at hannahbasting@cohhio.org or 614-280-1984, extension 117.