



# 2022 Point-in-Time Sheltered Count Fact Sheet for Coordinators and Leads

## **What is a Point-in-Time Count?**

A point-in-time (PIT) count is an annual survey of the number and characteristics of homeless persons at a single point in time, i.e., on a single night in the last 10 days of January. This is generally collected with a survey that asks basic demographic information while masking identity in accordance with guidance.

## **Why do we do Point-in-Time Counts?**

Point-in-Time data helps us understand the number and characteristics of people experiencing homelessness on a county and CoC level, identify local needs, better advocate for families and individuals experiencing homelessness, measure our progress in making homelessness rare, brief, and one-time, and it is used to assist with applying for HUD and other homelessness housing and assistance funds.

## **Who exactly will conduct the Sheltered Count?**

The Sheltered PIT Count should be conducted by local providers of Emergency Shelter, Transitional Housing, Rapid Rehousing and Permanent Supportive Housing along with volunteers (hereafter “surveyors”).

## **Date of the 2022 Point-in-Time Sheltered Count for the BoS CoC**

Tuesday January 25th, 2022

- The sheltered count will generally begin late Tuesday even around or after 12AM (early morning) on Wednesday the 26th of January, 2022.
- This ensures accuracy as to where someone spent the night on Tuesday 1/25/2021.
- Surveys can be collected up to 7 days after the night of the Point-in-Time count, but information should be collected based on where the person stayed on 1/25/2022.

## **2022 is a Sheltered Count Year**

- As part of the 2022 Sheltered PIT count, agencies and volunteers will **survey** the number of households living in **Emergency Shelters (ES)** and **Transitional Housing (TH) Programs** on Tuesday January 25th, 2022.
- During a Sheltered Count HUD also requires that we **count** and report on the number of persons living in **Permanent Supportive Housing (PSH) Programs**, and **Rapid Re-housing (RRH) Programs** on January 25th, 2022.
- We are **not** conducting an unsheltered count of people living in places not meant for human habitation in 2022. Regions may be doing their own “Unsheltered PIT Count” and will provide further direction to leads in those counties.

## **How do we know what housing/shelter programs need to be surveyed?**

Shawn Hayes (CCH) will provide each regional PIT coordinator with a list of programs to be surveyed. Regional PIT Coordinator’s will make sure the list is up to date and inform Shawn of any updates/changes.



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## **Responsibilities of the Regional PIT Coordinators and Leads**

**Publicize** the PIT Count at local Continuum of Care (CoC) meetings, via advertisements, and other meetings in December and January.

**Review & Update** the list of Housing/Emergency Shelter programs to be surveyed and discuss any updates/changes/concerns with Shawn. (Housing Inventory Count)

**Train/Support** all surveyors in December and January. Surveyor Training will be held via webinar in January for all regions. You may take training materials and modify them.

**Distribute** final sheltered and unsheltered survey forms to all surveyors in January (or when your training takes place.)

**“Meet”** with all surveyors prior to the January 25th count with reminders and any additional guidance. Be available the week of the PIT Count to answer questions from surveyors.

## **Survey Options for Distribution**

1. **Electronic Sheltered Count Surveys (preferred method of collection):** The Link to the electronic surveys should be sent to leads at all participating Emergency Shelter and Transitional Housing programs in your region. Recorded training will be held in early January for electronic and paper surveys and will be released for all surveyors.
2. **Paper Sheltered Count Surveys and the Youth Supplemental Survey (YSS):** Documents will be sent to all leads in agencies in case there are issues with the electronic survey and/or if they prefer paper survey options. Please encourage all volunteers and agencies to use the electronic survey option if possible!
3. **Homeless Management Information System:** We will be in contact with select HMIS participating agencies regarding a potential option to pull PIT Count numbers directly from HMIS.

## **Survey Collection Timelines and options for Submission**

Collect surveys from all staff, volunteers and entities that participated in the count. Ideally surveys should be collected the day after the count, but agencies may take up to 7 days after (2/1/2022). Please contact me if you need assistance outreaching to organizations who have not traditionally participated in the count.

1. Electronic Surveys will upload automatically and do not require cover sheets.
2. Sort paper surveys by program names and add a completed cover sheet for each program.
3. Submit surveys to PIT Coordinators by Tuesday 2/8/2022.
4. **PIT Coordinators Submit Surveys with coversheets using one of the options below by Friday February 18th, 2022.** (KEEP COPIES FOR YOUR RECORDS!)

Scan surveys and send by email to Shawn Hayes: <a href="mailto:shayes@coloradocoalition.org">shayes@coloradocoalition.org</a> (Preferred)	Fax surveys “Attn: Shawn Hayes” to CCH: 303-298-1021	Ship them via US Mail, UPS or Fed Ex (with tracking number) to: Colorado Coalition for the Homeless % Shawn Hayes 2111 Champa Street Denver, Colorado 80205
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