Point-in-Time (PIT) Sheltered Count

2022 Surveyor Training

This training focuses on surveyors who will be conducting surveys directly with clients. The another agency database that collects the information can be utilized to complete survey forms for those that stayed in the program on the night of Tuesday January 25th, 2022. If the agency does not collect all data however, the surveys will need to be completed with participants.
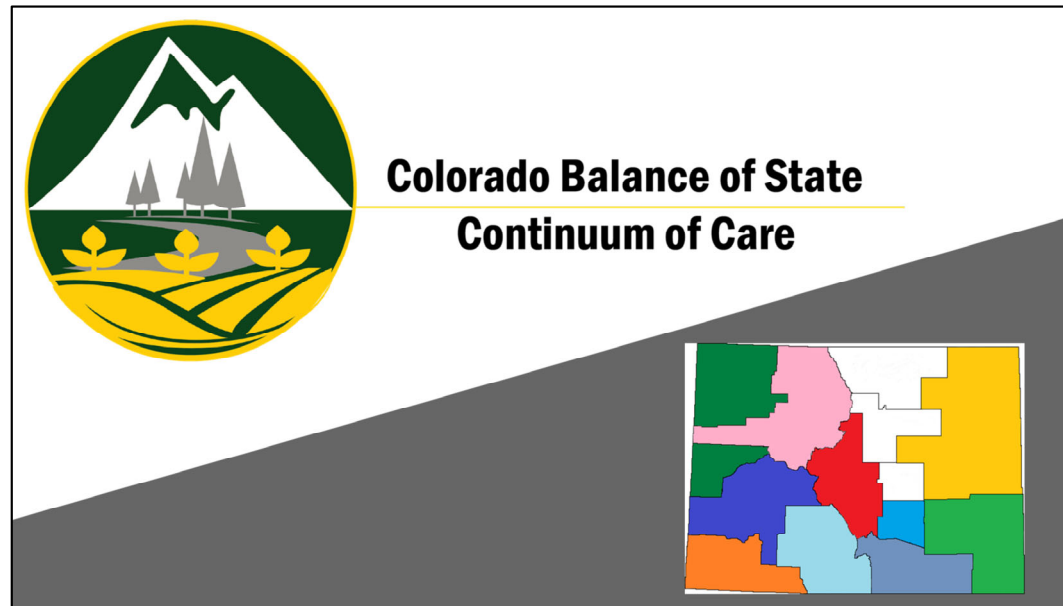
The Colorado Balance of State Continuum of Care ("Continuum of Care") was established in 2000 by service providers and other entities across Colorado's rural an non-metro communities with technical assistance from Colorado Coalition for the Homeless.

The purpose of forming the Continuum of Care was to combine the efforts of multiple regional continuums of care, and to improve the ability of homeless service providers in Colorado's non-metro and rural counties to compete for homeless assistance funding, including HUD homeless assistance grants. An established CoC is required to request HUD Continuum of Care (CoC) & Emergency Solutions Grant (ESG) funding.

CoC funding serves homeless populations through **Permanent Supportive Housing (PSH)**, **Transitional Housing (TH)**, **Rapid Re-Housing (RRH)**, **Supportive Services**, **HMIS Projects**, and is accessed through an **annual application process**.

The Point-in-Time Count (PIT) is a requirement of programs with CoC and ESG funding, however communities have adapted Point-in-Time Counts to cover a wide range of services for individuals and families experiencing homelessness.

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COLORADO COALITION FOR THE **Homeless** Creating Lasting Solutions

CONTENT OF PRESENTATION

- Intro to the Point-in-Time (PIT) Count in Colorado's Balance of State Continuum of Care (CO BoS CoC).
- Homelessness - Overview and Information
- Privacy. Security. Safety. (Including Covid-19)
- Surveying individuals and families experiencing homelessness:
  - Introductory Scripts
  - Refusals
  - PIT Sheltered Survey Forms
  - Youth Supplemental Survey
- PIT Paper & Electronic Survey & Youth Supplemental Survey Review
- Contact Information

The presentation focuses on the main training areas HUD requires in the PIT Methodology Guide.

QUICK INTRO TO THE PIT COUNT

(PLEASE SEE THE "SHELTERED POINT-IN-TIME COUNT FACT SHEET" FOR MORE IN-DEPTH INFORMATION.)

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 January.

A PIT Count helps us:

Understand the number and characteristics of homeless persons on a county and CoC level,

Helps us identify local needs,

Helps us advocate for homeless families and individuals,

Helps us apply for HUD Housing funds and ;

Helps us measure our progress in ending homelessness.

QUICK INTRO TO THE PIT COUNT CONTINUED…

(PLEASE SEE THE "SHELTERED POINT-IN-TIME COUNT FACT SHEET" FOR MORE IN-DEPTH INFORMATION.)

The date of the 2022 Point-in-Time Count is **Tuesday January 25th, 2022.**

Because of this, surveys for a **count will generally begin after 12AM on Wednesday the 26th of January, 2022.**

This ensures accuracy as to where someone spent the night on Tuesday 1/25/2022.

The BoS completes sheltered counts every even year. We complete unsheltered and sheltered counts every odd year.
During a sheltered count, agency databases that collect the specific survey form information can use those mediums to complete surveys for their participants.

INTRO TO THE PIT COUNT CONTINUED…

Sheltered Count

We are surveying Emergency Shelter & Transitional Housing Programs (ES & TH) and counting people in Rapid Rehousing and Permanent Supportive Housing (RRH & PSH) Programs on **the night of Tuesday January 25th, 2022.**

Covid-19 will not be impacting the Sheltered Count in 2022, it will take place as usual with safety precautions.

We are looking to complete the Sheltered Count primarily using an electronic survey in 2022.

Unsheltered Definition: People experiencing homelessness who are living in a place not designed or ordinarily used as a regular sleeping accommodation for humans.

Note, the Sheltered Count is happening regardless.

HMIS Homeless Management Information System

During the 2020/2021 PIT Count we realized the HMIS System had some errors in data collection.

In order to correct that we will not be using HMIS to collect Sheltered Count information, and instead will rely on electronic surveys.

We will compare the data to HMIS and make sure we are ready to use the database in 2023.

Please utilize the HMIS ticketing system by emailing colorado.hmis@coloradocoalition.org. These emails will go directly to Denny and Jessica.

Homelessness

If talking to people experiencing homelessness is new to you, make sure you lean on any leads and staff members who you encounter the day of the count.

For now, we will focus on information that may help better shed light on homelessness and helpful ways to work with people experiencing this traumatic situation.

As requested, we'll take the next few slides to go over homelessness, especially for those new to working with unhoused individuals and families.

Homelessness

Homelessness is an issue faced across the world, caused by many intersecting factors. In the United States, some of these include, but are not limited to:

- Systemic Racism, including Discriminatory Housing Practices like redlining and housing discrimination that impact individuals and families across generations (1.)
- Insufficient Income (2.) - Consider job loss, Health/Medical Issues
- Lack of Affordable Housing (2.)
- Survivors of criminals who perpetrate Domestic Violence (2.)
- Systems of Poverty (2.)
- Support system unavailable/unable to help - Consider LGBTQIAA+ and lack of family support, or inability due to poverty as some examples
- Mental Health and lack of needed services (2.)
- Substance use and lack of needed services (2.)

References:
1. SPARC Phase 1 Study Findings regarding the impact of racism (vs. deep poverty) on homelessness: https://center4si.com/wp-content/uploads/2016/08/SPARC-Phase-1-Findings-March-2018.pdf
2. National Law Center on Homelessness & Poverty Homelessness in America: 2018 Overview of Data and Causes: https://nlchp.org/wp-content/uploads/2018/10/Homeless_Stats_Fact_Sheet.pdf

Homelessness

When working with individuals and families who are experiencing homelessness, know that there may be any number of reasons they are in this situation.

To increase understanding, it might be helpful to imagine what things might have to happen for you to potentially face homelessness yourself. Can you name 1-5 things that might happen that could cause homelessness? Lost family supports? Income? Ability?

Sometimes recognizing how easy it could be for all of us to face this situation can help empathize with the people we talk with while completing surveys.

Know the each person does have a unique individual and shared experience. Some may be living with severe mental health issues, while another might have faced job loss or a broken down car which did not allow them to get to work.

Homelessness

Each experience is valid and true to that person or family and should be honored by you as they surveyor.

It's a unique honor and privilege to be trusted with this information.

Approach each encounter from a place of respect, empathy, non-judgment, authenticity, and trust. Those participating will recognize your intentions as a surveyor when these things are at the forefront!

Sympotoms of Severe Mental Health and/or Substance Use - Know that the person you're interacting with is experiencing reality in the way they are describing to you. You may have to ask questions in different ways to get the information you need. In a sheltered count situation you can likely speak with a staff member/lead to get support. Otherwise, when encountering people on the streets the best advice is to listen and honor the person's experience to get the best information you can.

Goal as a Surveyor

- Help make the person and/or family being surveyed feel comfortable while also maintaining personal safety.
- Reducing the risk of spreading Covid-19 and other airborne illnesses for all.
- Help explain the reasons for the survey to the best of your ability
- Record responses **legibly** and make sure **all relevant** areas of the survey are completed. (This is extremely important for quality data)
  - Electronic Point-in-Time Sheltered Count Survey
  - Paper Point-in-Time Sheltered Count Survey
  - If participating, Youth Supplemental Survey attached to paper survey and/or submitted via Electronic Survey
- Connect participants to local resources if needed.

Privacy. Security. Safety.

PRIVACY

SECURITY

SAFETY WARNING:

Because Sheltered Counts take place in programs it's often agency staff who work to complete those surveys/counts. The following information may apply to the unsheltered or sheltered count.

Safety

The primary goal of the PIT Count aside from gathering quality, legible data, is to maintain personal safety and honor client safety.

Some things to focus on:

- Does the place where survey is being conducted offer a clear exit route?
- Will other surveyors, agency staff, etc. have easy access to the space in case of emergency? Plan ahead with agency leads.
- Trust your instincts. If something feels off, reach out to your agency Lead or another trained employee for direction.
- Surveyors and participants should observe the agencies safety precautions.

Health Precautions

In response to COVID-19, please follow the suggested guidelines for conducting the unsheltered and sheltered counts:

- We ask all volunteers to bring masks (or the agency you're assisting will provide them) and wear them for the duration of the 2022 PIT Count and other volunteer efforts
  - Masks and hand sanitizer may also be provided
  - If available, bring additional masks for survey participants

- Teams should maintain at least six to 8 feet from one another other as well as people experiencing homelessness.

- We recommend that any volunteer be tested for COVID-19 prior to participation in the count no more than 7 days prior, or at least screen for symptoms and check temperatures prior to and after a shift. The PIT Leads should coordinate this.

Connection to other services

Make sure to have information about additional service referrals should they exist in your community. The PIT Coordinator and/or Lead should be able to provide these resources.

Referrals can include, but are not limited to:
- Food Banks
- Daytime Warming Spaces
- Other Community Shelters
- Domestic Violence Survivor Resources
- Emergency Services
- Services for other special populations like youth, veterans, elderly/disabled, etc.

referral

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This may include connecting survey participants to another agency.

Privacy, Security, & Script

Familiarize yourself with the **Surveyor Instructions & Script**, which helps:

- Identify a private, safe space to ask survey questions
- Informs participants about Covid-19 Safety and Precautions.
- Inform participants about the nature of the survey questions.
- Inform participants about how data is collected and how their information is used/protected.
- Reminds surveyors to answer EVERY applicable question on the surveys, as long as the client does not refuse to answer.

SCRIPT

Please work with agency leads to speak with volunteers in advance in order to make sure safety of the surveyors and the survey participants is respected.

Surveyors should be directed to complete a few surveys and then bring to the leads in order to make sure the forms are being completed correctly. This will hopefully help address any issues ASAP and perhaps correct any problems.

As noted on the survey form, mark "R" legibly if there are any refusals so that we know the question was not just skipped.

Refusals

Individuals and Families are free to refuse to answer any question on the survey, but typically do so because they are either not understanding what the surveyor is asking or may not know enough about how we de-identify survey answers.

- Again, familiarize yourself with the questions to explain the reason for the question and how it helps to have each survey to be answered **completely and legibly**.

- Be able to give examples of various parts of the survey, especially around questions that may require more thought. (ie. questions around disabilities/substance use, gender, etc.)

- We want to be sure to give every opportunity for complete data on the surveys.

We will discuss this further when breaking down the surveys.

IMPORTANT!

This can't be emphasized enough. It's extremely important to answer EVERY applicable question on the survey forms LEGIBLY.

Incomplete or hard to read survey forms can not be used.

If possible check-in with a Lead after some surveys have been complete to make sure the forms are being completed in the necessary way and to answer any questions that come up.

Note: If a question is refused, follow directions on the survey and mark an "R" in the space that is refused. This will help us know that it has been refused and not missed.

Bring on the Surveys!
- Sheltered Count Survey
- Youth Supplemental Survey

The Rapid Rehousing (RRH) and Permanent Supportive Housing (PSH)
Count focused surveys will be sent out separately with instructions.

This survey is for any Emergency Shelters or Transitional Housing programs that do not or have not captured this information in the Homeless Management Information System (HMIS). We are working to ensure that any HMIS utilizing agencies can run a report containing this information instead of conducting surveys directly. We are working with a few select agencies to test reporting capabilities.

For those conducting the Sheltered Count Survey, I'll break down the survey and point out changes from last year.

Incidence of Homelessness

An incidence of homelessness is anytime someone is in an emergency shelter, on the streets, or in a transitional housing program then leaves that situation to become "stably housed" for a period of time, before re-entering the homelessness situation.
For example:
- If participant A was in a shelter for three months, then began living with a family member for one week before going back to living in a shelter, that would be considered two incidents of homelessness.
- If a participant is in one shelter, then moves to another shelter or to living on the streets, that is only considered one incidence of homelessness.

This helps to remind surveyors that participants know that we're only recording answers for household members with them at the time of the survey. This may get confused at times by those in their lives that aren't physically with them at the time of their homeless experience. (Example, a partner out of state or children living with an ex partner/Child Welfare on the night of the count.)

First Section - Sheltered Count Survey

2022 POINT IN TIME COUNT – SHELTERED COUNT SURVEY FORM Jan 2022

Name of Housing Program:		County:
Interviewer:	Email:	Phone:

Program Type: ❑ Emergency Shelter (ES) ❑ Transitional Housing (TH)

Note: Mark refusals with an "R" – SURVEYOR, PLEASE DOUBLE CHECK ANSWERS TO MAKE SURE ALL BOXES ARE CHECKED!

For Households in ES or on the Streets ONLY (Do not complete for those in TH): *Use Individuals or Head of Households best estimates if not exact.*

1. Have you/your family been living in emergency shelters and/or on the streets continuously for a year or more? ❑ Yes ❑ No
2. How many times have you had to stay in emergency shelters and/or on the streets in the past three (3) years? ❑ Fewer than 4 ❑ 4 times or more
3. What was the total amount of time spent in emergency shelters and/or on the streets during these past three (3) years? ❑ Fewer than 12 Months ❑ 12 Months or More

Sheltered Survey Program Information

Name of Housing Program

- Name of the housing program/shelter where the person spent the night as reflected in the 2022 Housing Inventory. (E.g. Chaya House, Abraham Connection Winter Shelter, Elko Shelter)

Continued…

It's recommended that the PIT Coordinator or Lead complete this information for surveyors and make copies with the appropriate name of the housing program to lessen confusion. Please encourage programs NOT to change the name of the program to a "nickname" they generally use. When compiling data, having the accurate program name lessens confusion.

An example of what seems to happen could be "Abraham Connection Winter Shelter", which is located in Delta City/County, might be known as "Delta Winter Shelter" by people in the community. The Surveyor might then cross out "Abraham Connection Winter Shelter" and put in "Delta Winter Shelter" instead. While this might help the surveyors, it is confusing for those compiling the data and can cause surveys to be discarded/associated with the wrong program.

PROGRAM INFORMATION CONTINUED...

County:

- The county where the program resides. (E.G. Pueblo, La Plata, Morgan, Larimer, Grand, Weld, etc.)

Interviewer:

- Name of the surveyor

Email:

- Contact email for the surveyor

Phone:

- Phone number for the surveyor

Continued...

We ask for the contacts of the actual surveyor in case we need to reach out with questions. *Go to next slide.

PROGRAM INFORMATION CONTINUED…

Program Type:

❏ **ES** – Emergency Shelter

❏ **TH** – Transitional Housing

This is based on the Housing Inventory "Programs to be Surveyed" list(s) sent to Coordinators and Regions by CCH. If you're a volunteer/surveyor, the person organizing the count will have this information.

Continued…

Your Regional PIT Coordinator should have the list of programs CCH sent regions, and the survey form. They may already be checked, but make sure you confirm the program type with them if there's any confusion.

Quick Definitions:
Emergency Shelter (ES) "…any facility, the primary purpose of which is to provide temporary or transitional shelter for the homeless in general or for specific populations of the homeless."

Transitional Housing (TH) "A project that has as its purpose facilitating the movement of homeless individuals and families to permanent housing within a reasonable amount of time (usually 24 months). Transitional housing includes housing primarily designed to serve deinstitutionalized homeless individuals and other homeless individuals with mental or physical disabilities and homeless families with children."

Why Ask for Contact Information on the Surveyor Directly?

We want CCH/our consultant and/or the BoS Coordinator to be able to speak directly with the person who completed the form if there are any questions or clarifications needed.

We want to be able to contact the actual person who completed the survey with any questions or clarifications. Some PIT Coordinators either act as the main surveyors or add their information in these spots because they have easy ways of contacting the surveyors with questions. When CCH receives the surveys we do go through and try and make sure every answer is completed and if there isn't a listed reason of why they are not answered we'll reach out to surveyors directly to see if they might be able to answer the question.

EMERGENCY SHELTER QUESTIONS

These questions help identify whether or not someone might be considered "chronically homeless" and should be asked for people in <u>Emergency Shelters or people on the streets only</u>, as indicated on the survey.

1. ES only: Have you/your family been living in emergency shelters and/or on the streets continuously for a year or more?
   - ❏ Yes
   - ❏ No

1. How many times have you had to stay in emergency shelters or on the streets in the past three (3) years?
   - ❏ Fewer than 4
   - ❏ 4 times or more

1. What was the total amount of time spent in emergency shelters or on the streets during these past three (3) years?
   - ❏ Fewer than 12 months
   - ❏ 12 months or more

Surveyors should not worry about over explaining these questions. Participants should be directed to give their best answer with the question as listed and surveyors should record those accordingly. These questions establish whether or not the person or family might be considered "Chronically Homeless", which HUD defines using this criteria along with the demographics in the bottom half of the Surveys. There is much more that goes in to this definition, but these questions do a good job of gauging this status.

Second Part - Demographics

ES/TH: Please fill in the following information for the household as well as any family member staying in the same place with the head of household:

Person #1 (you)	Person #2 (not you)	Person #3 (not you)	Person #4 (not you)	Person #5 (not you)
1st 3 letters of First Name:	1st 3 letters of First Name:	1st 3 letters of First Name:	1st 3 letters of First Name:	1st 3 letters of First Name:
1st 3 letters of Last Name:	1st 3 letters of Last Name:	1st 3 letters of Last Name:	1st 3 letters of Last Name:	1st 3 letters of Last Name:
Gender: ☐Male ☐Female ☐Transgender ☐A gender other than singularly female or male* ☐Questioning	**Gender:** ☐Male ☐Female ☐Transgender ☐A gender other than singularly female or male* ☐Questioning	**Gender:** ☐Male ☐Female ☐Transgender ☐A gender other than singularly female or male* ☐Questioning	**Gender:** ☐Male ☐Female ☐Transgender ☐A gender other than singularly female or male* ☐Questioning	**Gender:** ☐Male ☐Female ☐Transgender ☐A gender other than singularly female or male* ☐Questioning
Age: ☐ 0-17 ☐18-24 ☐25-54 ☐55+	**Age:** ☐ 0-17 ☐18-24 ☐25-54 ☐55+	**Age:** ☐ 0-17 ☐18-24 ☐25-54 ☐55+	**Age:** ☐ 0-17 ☐18-24 ☐25-54 ☐55+	**Age:** ☐ 0-17 ☐18-24 ☐25-54 ☐55+
Head of Household	**Relationship to you:** ☐Spouse/Partner ☐Other Family ☐Biological/Legal Child ☐Friend	**Relationship to you:** ☐Spouse/Partner ☐Other Family ☐Biological/Legal Child ☐Friend	**Relationship to you:** ☐Spouse/Partner ☐Other Family ☐Biological/Legal Child ☐Friend	**Relationship to you:** ☐Spouse/Partner ☐Other Family ☐Biological/Legal Child ☐Friend
Hispanic or Latin(a), (o), (x): ☐ Non-Hispanic/Non-Latin(a),(o),(x) ☐ Hispanic/Latin(a),(o),(x)	**Hispanic or Latin(a), (o), (x):** ☐ Non-Hispanic/Non-Latin(a),(o),(x) ☐ Hispanic/Latin(a),(o),(x)	**Hispanic or Latin(a), (o), (x):** ☐ Non-Hispanic/Non-Latin(a),(o),(x) ☐ Hispanic/Latin(a),(o),(x)	**Hispanic or Latin(a), (o), (x):** ☐ Non-Hispanic/Non-Latin(a),(o),(x) ☐ Hispanic/Latin(a),(o),(x)	**Hispanic or Latin(a), (o), (x):** ☐ Non-Hispanic/Non-Latin(a),(o),(x) ☐ Hispanic/Latin(a),(o),(x)
Race: ☐ American Indian, Alaska Native or Indigenous ☐ Asian or Asian American ☐ Black, African American or African ☐ Native Hawaiian or Pacific Islander. ☐ White ☐ Multiple Races	**Race:** ☐ American Indian, Alaska Native or Indigenous ☐ Asian or Asian American ☐ Black, African American or African ☐ Native Hawaiian or Pacific Islander. ☐ White ☐ Multiple Races	**Race:** ☐ American Indian, Alaska Native or Indigenous ☐ Asian or Asian American ☐ Black, African American or African ☐ Native Hawaiian or Pacific Islander. ☐ White ☐ Multiple Races	**Race:** ☐ American Indian, Alaska Native or Indigenous ☐ Asian or Asian American ☐ Black, African American or African ☐ Native Hawaiian or Pacific Islander. ☐ White ☐ Multiple Races	**Race:** ☐ American Indian, Alaska Native or Indigenous ☐ Asian or Asian American ☐ Black, African American or African ☐ Native Hawaiian or Pacific Islander. ☐ White ☐ Multiple Races
Veteran: ☐Yes ☐No	**Veteran:** ☐Yes ☐No	**Veteran:** ☐Yes ☐No	**Veteran:** ☐Yes ☐No	**Veteran:** ☐Yes ☐No
Currently Fleeing Domestic Violence: ☐Yes ☐No	**Currently Fleeing Domestic Violence:** ☐Yes ☐No	**Currently Fleeing Domestic Violence:** ☐Yes ☐No	**Currently Fleeing Domestic Violence:** ☐Yes ☐No	**Currently Fleeing Domestic Violence:** ☐Yes ☐No
Disabling Condition(s)? (Check only reported/known:) ☐Serious Mental Illness ☐Developmental Disability ☐Substance Use Disorder ☐HIV/AIDS ☐PTSD ☐Brain Injury ☐Chronic physical illness/disability	**Disabling Condition(s)?** (Check only reported/known:) ☐Serious Mental Illness ☐Developmental Disability ☐Substance Use Disorder ☐HIV/AIDS ☐PTSD ☐Brain Injury ☐Chronic physical illness/disability	**Disabling Condition(s)?** (Check only reported/known:) ☐Serious Mental Illness ☐Developmental Disability ☐Substance Use Disorder ☐HIV/AIDS ☐PTSD ☐Brain Injury ☐Chronic physical illness/disability	**Disabling Condition(s)?** (Check only reported/known:) ☐Serious Mental Illness ☐Developmental Disability ☐Substance Use Disorder ☐HIV/AIDS ☐PTSD ☐Brain Injury ☐Chronic physical illness/disability	**Disabling Condition(s)?** (Check only reported/known:) ☐Serious Mental Illness ☐Developmental Disability ☐Substance Use Disorder ☐HIV/AIDS ☐PTSD ☐Brain Injury ☐Chronic physical illness/disability

*A gender other than singularly female or male (e.g., non-binary, genderfluid, agender, culturally specific gender)

Note: Mark any refusals with an "R" — SURVEYOR, PLEASE DOUBLE CHECK ANSWERS TO MAKE SURE ALL BOXES ARE CHECKED!

Quick Definitions:
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Demographic Questions

"Please fill in the following information for yourself as well as any family member staying in the same place with you:"

- Make sure to use the box(es) to the right for any other household members with the Head of Household (HoH).
- There are 4 boxes for household members in addition to the head of household (HoH), "Person #1 (you)" or HoH, "Person #2 (not you)", etc."
- If there are more then four household members then use another survey, skip head of household, and make sure it's paired with the HoH survey.

This helps to remind surveyors that participants know that we're only recording answers for household members with them at the time of the survey. This may get confused at times by those in their lives that aren't physically with them at the time of their homeless experience. (Example, a partner out of state or children living with an ex partner/Child Welfare on the night of the count.)

Reminder that there are spaces for up to 5 persons on one survey form for the Sheltered Count. If you have more than 5 family members you can copy the same info in to the first part of the survey and start the second survey page with "Person #2 (not you)" to indicate they're a member of the household.

Head of Household

A family should include one adult or minor head of household. The surveyor will put that person's information in the "Person #1 (You)" box.

GENDER IDENTITY

2022's options for gender have changed, and we've switched the format on the survey itself to reflect the necessary changes.

"Gender:
- ❑ Male
- ❑ Female
- ❑ Transgender
- ❑ A gender other than singularly female or male…*
- ❑ Questioning

See bottom of the survey for remainder of option 4. *A gender other than singularly female or male (e.g., non-binary, genderfluid, agender, culturally specific gender)

Gender Non-Conforming is a change from the 2017 BoS PIT surveys.

(Only read this, do not read each definition during presentation.)
We wanted to provide some definitions for anyone who may not be familiar with some commonly used terms around gender and gender identity. HUD is now recognizing that gender extends beyond the gender binary we are traditionally taught in our culture.

"Gender binary" – noun : the idea that there are only two genders and that every person is one of those two.

While it's less common in BoS communities to encounter someone who might identify as gender non-conforming based on past years data, it's important to be inclusive in our language when asking questions.

Gender Identity Continued

Asking for Gender Identity:
"What gender do you identify with?"

If the person does not understand the question or asks for clarification...
"Some examples include: Male, Female, Transgender, Gender non-conforming."

If there are further questions about Transgender or Gender non-conforming gender identities, a quick explanation can be:
"We want to respect the identity of all the people we survey and some do not identify with the sex/gender they might present with or that they are assigned at birth."

Sex refers to biological differences; chromosomes, hormonal profiles, internal and external sex organs.
Gender describes the characteristics that a society or culture delineates as masculine or feminine.
http://www.med.monash.edu.au/gendermed/sexandgender.html

"**Age:** ❏ 0-17 ❏18-24 ❏25-54 ❏55+"

Enter age reported by the participant for all household members as directed by the survey form and to the best of the head of household/household members knowledge.

Race

HUD guidance allows for the following "Race" categories in PIT Surveys. Changes in 2022 are highlighted:

"Race:
❑ American Indian, Alaska Native or Indigenous
❑ Asian or Asian American
❑ Black, African-American or African
❑ Native Hawaiian or Pacific Islander
❑ White
❑ Multiple Races"

HUD directs people being surveyed to answer which race they identify with, closest to the provided categories.

Multiple Races

For the purpose of HUD data reporting, people that identify with **multiple race** categories should **only** be counted under "multiple races" and should not be counted in each specific race category they identify with.

Example: "Jane indicated that they are "Black, African American or African" and "White." For the PIT count, Jane is only included in the count of persons who are "multiple races" and is not included the count of persons who are "Black, African American or African" or "White."

The Youth Supplemental Survey dives deeper in to race.

Veteran Households

"Veteran: ❏Yes ❏No"

A "veteran" household includes households with one or more veterans who might be presenting with other persons.

The veteran may or may not be the "Head of Household". Indicate this status for the appropriate household member.

Domestic Violence

"Currently Fleeing Domestic
Violence: ❏Yes ❏No"

Since 2018, HUD has required that data reported on survivors of domestic
violence should be limited to reporting on those who are currently
experiencing homelessness because they are fleeing domestic violence,
dating violence, sexual assault, or stalking, as opposed to reporting on
survivors who have ever experienced these circumstances.

Disabling Condition(s)?

"Disabling Condition(s)?
(Check only reported/known:)
❑ Serious Mental Illness
❑ Developmental Disability
❑ Substance Use Disorder
❑ HIV/AIDS
❑ PTSD
❑ Brain Injury
❑ Chronic Physical Illness/Disability

Check off only Disabling Conditions the survey participants report being diagnosed with or experiencing. If you know of some conditions that the participant may have forgotten/left out, you can add them.

Similarly to other categories, a surveyor should seek the closest answer based on the participant's understanding of their condition and their understanding based on the relationship they have developed with the participant.

You should record the clients answer as they understand their condition(s), but if it's helpful to describe what to look for, here are some definitions for those unfamiliar with these terms...

Disabling Condition(s)?

You should record the clients answer as they understand their condition(s), but if it's helpful to describe what to look for, here are some definitions for those unfamiliar with these terms...

- **Serious Mental Illness** - Examples: Major Depressive Disorder (Depression), Bipolar DIsorder, Anxiety Disorder, Schizophrenia, Schizoaffective DIsorder, Delusional Disorder, etc.

- **Developmental Disability** - Examples: Intellectual Disability (Previously Mental Retardation), chromosomal disorders, Autism Spectrum Disorder (ASD). Another definition can be "generalized neurodevelopmental disorder characterized by significantly impaired intellectual and adaptive functioning."

- **Substance Use Disorder** - Includes any diagnosis of substance use disorder. "Substance use disorders occur when the recurrent use of alcohol and/or drugs causes clinically and functionally significant impairment, such as health problems, disability, and failure to meet major responsibilities at work, school, or home."

Depending on time, either read through or ask that people refer to the presentation/pdf.

Disabling Condition(s)?

- **HIV/AIDS** - Diagnosed with either HIV or AIDS

- **PTSD** - **Post Traumatic Stress DIsorder** - "PTSD (posttraumatic stress disorder) is a mental health problem that some people develop after experiencing or witnessing a life-threatening event, like combat, a natural disaster, a car accident, or sexual assault."

- **Brain Injury** - As the name implies, injury to the brain either from direct trauma like a car accident or shaken baby syndrome or indirect trauma like complications during childbirth or oxygen deprivation. Traumatic Brain Injury (TBI) is a common name associated with this type of injury.

- **Chronic Physical Illness/Disability** - an enduring health problem that will not go away – for example: diabetes, asthma, arthritis. Chronic physical illnesses can be managed, but they cannot be cured.

Electronic Survey

Let's take some time to go through a mock 2022 PIT Sheltered Count electronic survey!

2022 Point-in-Time Count - Sheltered Count Survey: https://arcg.is/1vLOzn

Youth Supplemental Survey

COLORADO
Department of Local Affairs

The Office of Homeless Youth Services (OHYS) and the Advisory Council for Homeless Youth (ACHY) will work in collaboration with the Rural Collaborative for Homeless Youth (RCHY) to conduct a Youth Unsheltered Count along with a Youth Supplemental Survey in 2022.

Help communities identify the unique needs and systems involvement of young adults experiencing homelessness, and impacts how the Division of Housing structures support around addressing support.

Also, Kippi Clausen with the Rural Collaborative for Homeless Youth have again been supporting regional coalitions to utilize the Youth Supplemental Survey and also conduct a separate Youth Unsheltered Count in some regions. She and Brittany are the primary contact for those efforts and can also answer your questions about the Youth Supplemental Surveys!

Clarification

1. The Youth Supplemental Survey is conducted <u>independent</u> of the 2022 BoS PIT Sheltered Count, though we're all working in collaboration with each other!

2. The BoS 2022 PIT Sheltered Count Surveys should be given priority over the Youth Supplemental Survey, as it is required by HUD and also collects necessary data the YSS does not.

3. Information gathered from the 2022 Youth Supplemental Survey will be used by communities to better understand their regional youth homeless needs, but is not reported to HUD.
   - The completed report will be available on the <u>OHYS website</u>, check out the website for past years reports.

4. The 2022 BoS PIT Sheltered Count data will be the only data reported to HUD in 2022.

OHYS Website URL: https://www.colorado.gov/pacific/dola/office-homeless-youth-services-ohys

Which Youth do we Count in the Youth Supplemental Survey?

Relationship of Household Types and Youth Categories

From Households without Children	From Households with at Least One Adult and One Child	From Households with Only Children
Unaccompanied Youth (18-24)	Parenting Youth (18-24) Children of those Parenting Youth	Parenting Youth (under 18) Children of those Parenting Youth Unaccompanied Youth (under 18)
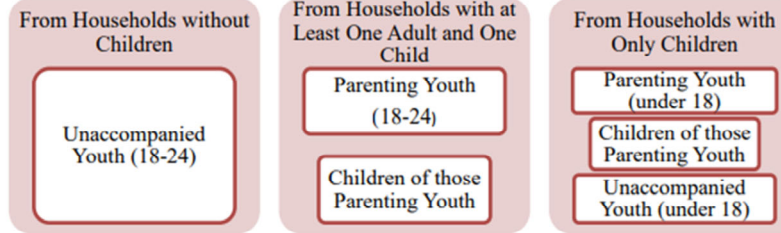
Any youth 11-24 who is a part of a family with an adult should not be counted for the youth supplemental survey.

However, and this is important, they would be counted in the BoS Sheltered PIT Count as part of the family.

The goal is to make sure you are not surveying someone with the youth supplemental survey who is 25 on 1/27, the night of the PIT Count.

Youth Supplemental Survey Overview

and

Youth Unsheltered Count Information

2022 Point in Time Count Youth Supplemental Survey (unaccompanied youth under 25)
Includes youth experiencing literal homelessness or housing instability (couch surfing)
YOUTH SHOULD COMPLETE BOTH THE PIT SURVEY AND THE YOUTH SUPPLEMENTAL SURVEY:

	Question	Answer Options	Prefer Not to Say
1	Unique Identifier from PIT (first 3 letters of first name, first 3 letters of last name, DOB (MMDDYYYY), last four of SSN)		○
2	In which county would you say you live in or spend most of your time?		○
3	In which county was your last stable housing?	○Same as current county ○ Other CO county ○ Different state from Colorado	○
4	At what age did you first experience homelessness?		○
5	Have you ever experienced homelessness while living with your parents or other legal guardian?	○Yes ○No ○Unsure	○
6	How would you describe your gender identity?	○Male ○Female ○Transgender Male ○Transgender Female ○Non-Binary ○Non-Conforming ○Gender Fluid ○Two-Spirit ○ Another Identity (Please Specify):	○
7	How would you describe your sexual orientation?	○Straight ○Gay ○Lesbian ○Asexual ○Queer ○Bisexual ○Questioning ○Heteroflexible ○Pansexual ○ Another Orientation (Please specify):	○
8	Where did you sleep on the night of MM/DD/YYYY?	○Outside/park ○At a shelter ○In a car ○Camp ○Abandoned/ empty building ○In Hotel Paid by an agency ○In a housing program, name: ○With friends ○With family ○In a host home ○In Hotel Paid for by you/friends ○Another Location (Please specify):	○
9	Which things do you feel you have access to regularly?	☐Food ☐Water ☐Warmth ☐Companionship ☐Safety	○
10	Have you ever been in foster care like an out of home placement, placed with another family as a result of child welfare, residential child care facility, or a group home?	○Yes ○No ○Unsure	○
11	If yes, please select the option that best describes how you left care.	○Reunified with family ○Adopted ○ Aged Out ○Ran away from placement ○Unsure ○Another Option (Please specify):	○
12	Have you ever been involved in the juvenile or criminal justice system for allegedly committing a crime?	○Juvenile Justice ○Adult Criminal Justice ○Both ○ No/Neither ○ Unsure	○
13	Are you currently responsible for any children under the age of 18? (select yes if you are currently pregnant or expecting a child)	○Yes ○No ○Unsure	○
14	If yes, what relation are they to you?	○Own child ○Sibling/other family ○Significant other's child ○ Other (specify):	○
15	Are you currently enrolled in, registered at, or attending school?	○Yes ○No ○Unsure	○
16	What was your last grade completed?		○
17	Are you currently earning money?	○Yes ○No ○Unsure	○
18	What is your current income source? (Select all that apply)	☐Public assistance/unearned ☐Work/job ☐Panhandling ☐Sex Trade ☐Drug Trade ☐Other (Please specify):	○
19	If you had a serious problem, do you know a trusted adult that you could go to for help?	○Yes ○No ○Unsure	○
20	If yes, select the person you are most likely to go to for help?	○Family ○Friend ○Caseworker/Agency Staff ○ School Staff(Teacher) ○Another Option (Please specify):	○
21	In the past year, what has been a barrier or difficulty in accessing housing/services? (Select all that apply)	☐Lack of affordable housing ☐Can't find a job ☐No Money ☐Age ☐Background Check ☐Citizenship ☐Did not have vital docs ☐Lack of transportation ☐Language barrier ☐Substance Use ☐Mental Health ☐Missed Appointments ☐Because of a Disability ☐Asked to leave program ☐Discriminated against ☐Did not know where to go for help ☐Currently on a waitlist ☐Did not qualify for help ☐Did not have any issues accessing services ☐Other:	○

Youth Supplemental Survey Overview - First Half of Survey

2022 Point in Time Count Youth Supplemental Survey (unaccompanied youth under 25)
Includes youth experiencing literal homelessness or housing instability (couch surfing)
YOUTH SHOULD COMPLETE BOTH THE PIT SURVEY AND THE YOUTH SUPPLEMENTAL SURVEY:

	Question	Answer Options	Prefer Not to Say
1	Unique Identifier from PIT (first 3 letters of first name, first 3 letters of last name, DOB (MMDDYYYY), last four of SSN)		○
2	In which county would you say you live in or spend most of your time?		○
3	In which county was your last stable housing?	○ Same as current county ○ Other CO county ○ Different state from Colorado	○
4	At what age did you first experience homelessness?		○
5	Have you ever experienced homelessness while living with your parents or other legal guardian?	○ Yes ○ No ○ Unsure	○
6	How would you describe your gender identity?	○ Male ○ Female ○ Transgender Male ○ Transgender Female ○ Non-Binary ○ Non-Conforming ○ Gender Fluid ○ Two-Spirit ○ Another Identity (Please Specify): ____	○
7	How would you describe your sexual orientation?	○ Straight ○ Gay ○ Lesbian ○ Asexual ○ Queer ○ Bisexual ○ Questioning ○ Heteroflexible ○ Pansexual ○ Another Orientation (Please specify): ____	○
8	Where did you sleep on the night of MM/DD/YYYY?	○ Outside/park ○ At a shelter ○ In a car ○ Camp ○ Abandoned/ empty building ○ In Hotel Paid by an agency ○ In a housing program, name: ____ ○ With friends ○ With family ○ In a host home ○ In Hotel Paid for by you/friends ○ Another Location (Please specify): ____	○
9	Which things do you feel you have access to regularly?	☐ Food ☐ Water ☐ Warmth ☐ Companionship ☐ Safety	○
10	Have you ever been in foster care like an out of home placement, placed with another family as a result of child welfare, residential child care facility, or a group home?	○ Yes ○ No ○ Unsure	○
11	If yes, please select the option that best describes how you left care.	○ Reunified with family ○ Adopted ○ Aged Out ○ Ran away from placement ○ Unsure ○ Another Option (Please specify): ____	○

Consider the Homelessness section we discussed at the beginning of presentation. Youth are looking for the same kind of respect that you would provide an adult. There may be slight changes for youth under 18 depending, but oftentimes youth experiencing homelessness have been through some pretty rough situations and have had to deal with those things independently. It's okay to speak to them exactly as you would speak to an adult. Always let kindness, compassion, and recognition of their strength in such a difficult situation guide your interaction and you should be fine.

Designed by youth, for youth. Youth felt these questions would capture their experience. May seem personal, so make sure to have a clear understanding of the reasons why you're asking the questions. Also, knowing that their personal information is only being collected to make sure we can de-duplicate the surveys can be very helpful. As with anyone who is providing such private information, it's comforting to know that someone will not be able to trace the youth's answers back to them.

Youth Supplemental Survey Overview - Second Half of Survey

12	Have you ever been involved in the juvenile or criminal justice system for allegedly committing a crime?	○ Juvenile Justice ○ Adult Criminal Justice ○ Both ○ No/Neither ○ Unsure	○
13	Are you currently responsible for any children under the age of 18? (select yes if you are currently pregnant or expecting a child)	○ Yes ○ No ○ Unsure	○
14	If yes, what relation are they to you?	○ Own child ○ Sibling/other family ○ Significant other's child ○ Other (specify):_____	○
15	Are you currently enrolled in, registered at, or attending school?	○ Yes ○ No ○ Unsure	○
16	What was your last grade completed?		○
17	Are you currently earning money?	○ Yes ○ No ○ Unsure	○
18	What is your current income source? (Select all that apply)	☐ Public assistance/unearned ☐ Work/job ☐ Panhandling ☐ Sex Trade ☐ Drug Trade ☐ Other (Please specify): _____	○
19	If you had a serious problem, do you know a trusted adult that you could go to for help?	○ Yes ○ No ○ Unsure	○
20	If yes, select the person you are most likely to go to for help?	○ Family ○ Friend ○ Caseworker/Agency Staff ○ School Staff(Teacher) ○ Another Option (Please specify): _____	○
21	In the past year, what has been a barrier or difficulty in accessing housing/services? (Select all that apply)	☐ Lack of affordable housing ☐ Can't find a job ☐ No Money ☐ Age ☐ Background Check ☐ Citizenship ☐ Did not have vital docs ☐ Lack of transportation ☐ Language barrier ☐ Substance Use ☐ Mental Health ☐ Missed Appointments ☐ Because of a Disability ☐ Asked to leave program ☐ Discriminated against ☐ Did not know where to go for help ☐ Currently on a waitlist ☐ Did not qualify for help ☐ Did not have any issues accessing services ☐ Other: _____	○

Youth Supplemental Survey - Electronic Survey

Complete the Youth Supplemental Survey electronically!

Follow this link to the simple survey monkey:
https://www.surveymonkey.com/r/5CYSKKR

IMPORTANT!

This can't be emphasized enough. It's extremely important to answer EVERY applicable question on the survey forms LEGIBLY.

Incomplete or hard to read survey forms can not be used.

Again, possible check-in with a Lead after some surveys have been complete to make sure the forms are being completed in the necessary way and to answer any questions that come up.

Survey Collection

Make sure to discuss where to turn the surveys in once they are complete. Generally you'll turn them in to the PIT Coordinator or Agency Lead.

Date for turning in Surveys:
- **Surveyors** should turn in surveys to the **PIT Coordinator/Lead** on the same day they complete surveys or by Friday 2/4/2022.

- **PIT Coordinators/Leads** should compile the surveys by program, add cover sheets, and submit them to Shawn Hayes by Friday 2/18/2022.

- If there is an issue with that timeline reach out to Shawn with questions!

Forms that will be Distributed

The following forms will be available (via email and on the BoS Website) to assist your region with the Point-in-Time Sheltered Count:

- **Sheltered PIT Count Fact Sheet - 2022.docx** - A fact sheet that gives an overview of the count and coordinator responsibilities.
- **2022 PIT Sheltered Form - CO BoS CoC.pdf (Paper Form)** - The 2022 PIT Sheltered Count Survey Form, which should NOT be altered in any way. It has fields that can be added electronically and then printed for surveyors to utilize the night of the count.
  - **Script for the 2022 PIT Sheltered Survey.pdf** - The Instructions and Script for Surveyors to utilize during the count.
  - **Guide for 2022 Point-in-Time Sheltered Survey.docx** - Goes through major sections of the survey and explains how to answer questions.
  - **Sheltered Cover Sheet -2022.docx** - Coversheet for the Sheltered Count forms to be completed for each program.
- **PIT - SFY22 - Youth Supplemental Questions.pdf** - 2022 Youth Supplemental Survey for those communities participating in the Youth Supplemental Count.
- **BoS CoC PIT 2022 Surveyor Training PPTX.pptx** - PowerPoint of this Surveyor Training – With Notes!
- **BoS CoC PIT 2022 Surveyor Training PDF.pdf** – PDF of this Surveyor Training – With Notes!

Contact Information

For questions about the Balance of State Continuum of Care Point in Time Sheltered Count Contact:	For questions about the Youth Supplemental Survey:
Shawn Hayes Balance of State Continuum of Care Coordinator Colorado Coalition for the Homeless 2111 Champa Street Denver, CO 80205 Direct: 303-312-9651 Email: shayes@coloradocoalition.org Website: Main: https://www.coloradocoalition.org/COBoSCoC PIT Count Specific: https://www.coloradocoalition.org/BoSCoCPITHIC	Brittany Wade Division of Housing (DOH) Department of Local Local Affairs (DOLA) Office of Homeless Initiatives (OHI) Office of Homeless Youth Services (OHYS) Email: Website: **brittany.wade@state.co.us** https://www.colorado.gov/pacific/dola/office-homeless-youth-services-ohys Click to the next slide for information on the optional youth unsheltered count.

Youth YSS & Optional Unsheltered Count Contact Information

To help get an accurate and detailed count of youth experiencing homelessness in your county, contact:

Kippi Clausen
Unfolding Directions, LLC
Phone: 303-521-8968
Email: kippi@unfoldingdirections.com
Website: www.unfoldingdirections.com

End of Presentation - Questions?