2023 Point-in-Time Sheltered and Unsheltered Count Fact Sheet for Surveyors

Colorado Balance of State Continuum of Care

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 PIT Count should be conducted by local housing providers, community volunteers, organizations, anyone interested in helping to understand how homelessness is showing up in your community.

Date of the 2023 Point-in-Time Sheltered and Unsheltered Count for the BoS CoC

Tuesday January 24th, 2023

- The Sheltered and Unsheltered Point-in-Time Count will begin late evening after 10PM on Tuesday January 24th, 2023 or after 12AM (early morning) on Wednesday the 25th of January, 2023.
- This ensures accuracy as to where someone spent the night on Tuesday 1/24/2023
- Surveys can be collected up to 7 days after the night of the Point-in-Time count, but information should be collected as close to the date of the count as possible and always based on where the person stayed on 1/24/2023.

2023 is a Sheltered and Unsheltered Count Year, how will it be conducted?

- As part of the 2023 Sheltered count, agencies and volunteers will *survey* the number of households living in **Emergency Shelters (ES)** and **Transitional Housing (TH) Programs.**
- For the **Unsheltered Count**, agencies and volunteers will **survey** individuals without homes on the night of the count. HUD considers individuals and families sleeping in a place not designed for or ordinarily used as a regular sleeping accommodation (e.g., abandoned buildings, train stations, or camping grounds) as experiencing "unsheltered" homelessness. Check out more info on Unsheltered Homelessness here.
- **Youth Supplemental Survey (YSS):** Any regions participating in the Youth Unsheltered Count will complete an additional one-page **YSS** to unaccompanied youth under the age of 25 who elect to participate. Brittany Wade (with the Office of Homeless Youth Services is the primary contact on the Youth Supplemental Survey. (brittany.wade@state.co.us)
- During a PIT Count HUD also requires that we *count only* and report on the number of persons living in **Permanent Supportive Housing (PSH) Programs**, and **Rapid Re-housing (RRH) Programs** on January 24th, 2023.

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

The PIT Coordinators and housing programs will provide the survey to agency staff and volunteers in order to survey program participants and people experiencing unsheltered homelessness.

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Survey Options (Surveys or a link to the surveys will be provided by the PIT Coordinator or Agency Lead)

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 and Unsheltered 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 (HMIS):** We will be in contact with HMIS participating agencies regarding the 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 (1/31/2023) to submit their surveys to leads in order for leads to have time to submit surveys to coordinators. 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.
3. Submit surveys to PIT Coordinators by Tuesday 2/1/2023.
4. **PIT Coordinators Submit Surveys with cover sheets using one of the options below by Friday February 13th, 2023 to Shawn Hayes**. (KEEP COPIES FOR YOUR RECORDS!)

Scan surveys and send by email to Shawn Hayes: shayes@coloradocoalition.org (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 St. Denver, CO 80205