

2022 Connecticut Point-in-Time Count and Housing Inventory Chart Methodology

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Section 1: Purpose of this Document

On **Tuesday, January 25, 2022**, the State of Connecticut will conduct its annual statewide Point-in-Time (PIT) Count of people experiencing homelessness. This document outlines a methodology that is proposed for use in the 2022 PIT Count across the State of Connecticut. As required by HUD, the CT Balance of State (CT BOS) and Opening Doors Fairfield County (ODFC) Continuums of Care (CoCs) must approve the final methodology. This document proposes methodologies for the:

- PIT Count of people experiencing unsheltered homelessness;
- PIT Count of people experiencing sheltered homelessness; and
- Housing Inventory Chart

This document will be updated as necessary to conform with federal requirements as new information is released by the U.S. Department of Housing and Urban Development (HUD). HUD provides information to CoCs on what information to collect via Notice. For more information regarding the HUD data collection requirements for the 2022 count, see: [HUD PIT Requirements](#)

HUD strongly encourages CoCs to use approved software, Housing Management Information System (HMIS), known as CaseWorthy in CT, to generate HIC/PIT count data for projects with 100 percent of their beds participating in HMIS. Before submitting HIC/PIT data, HUD urges CoCs using this method to verify with project staff that HMIS data are complete and correct for the night of the PIT count and that exit dates have been entered for all persons who exited the project on or before the date of the PIT count to ensure data quality and accuracy.

Section 2: Count History

The State of Connecticut has been conducting an annual PIT Count of people experiencing homelessness since 2007. Until recently, the methodology for that count had remained relatively consistent. However, due to the global COVID-19 pandemic, in 2021, HUD offered flexibility to communities in how or whether they conduct an unsheltered count. Connecticut used this flexibility and significantly altered its methodology for conducting the unsheltered count, in 2021, while the sheltered count methodology remained relatively consistent. In the 2021 iteration of the PIT, communities deferred to data with extrapolation and exercised the waiver for in person counting strategies that had been used and implemented in past processes.

Section 3: Key Differences in the Unsheltered Count Methodology

Prior to 2021, CT used hundreds of volunteers to canvas the State on the “night of the count.” Volunteers canvassed all census tracts identified by street outreach teams and the previous years’ count data as “high probability” (i.e., volunteers were likely to find people experiencing unsheltered homelessness in that area). A random sample of the remaining census tracts was also selected for canvassing. Based on the number of people experiencing unsheltered homelessness counted in those “low probability” areas, a weighting factor was applied to the

areas not canvassed. That weighting factor was used to estimate the number of people experiencing unsheltered homelessness in all “low probability” areas.

In 2021, the CT Unsheltered PIT Count:

- Discontinued canvassing of low and high probability census tracts;
- Discontinued administration of a survey to collect self-reported data that had previously been used to gather demographic and subpopulation data required by HUD;
- Used data compiled regularly in the statewide HMIS by outreach teams serving people experiencing unsheltered homelessness to compile the unsheltered count and the unsheltered demographic and subpopulation data required by HUD;
- Supplemented those data with data collected by local Coordination Access Networks (CANs) to verify that people counted were actually experiencing unsheltered homelessness on the night of the count;
- Also supplemented those data by gathering data from outreach teams that do not typically enter information into HMIS; and
- Used data from these sources rather than surveys of people experiencing unsheltered homelessness encountered during canvassing to gather the demographic and subpopulation data required by HUD.

In 2022, this document proposes:

- To continue the changes described above that were originally adopted in 2021; and
- For the purpose of planning the 2023 count, supplement those data with a **Service-based count** (see details in Section 4 below)

For more information about previous years’ methodologies see [PIT Count Reports](#) on the Connecticut Coalition to End Homelessness (CCEH) website.

Section 4: Unsheltered Count Methodology

The components of the unsheltered count methodology outlined above are further detailed in this section:

- 1) **HMIS data** from HMIS participating outreach teams – In advance of the count, by no later than 12/28/2021, ACT will work with Regional Coordinators and all HMIS participating outreach teams to ensure that all participants are correctly captured in HMIS. This includes for example, verifying that all current participants are entered, all participants who are no longer receiving services have been exited with the correct date, and all participants who have moved into any sort of permanent housing have an accurate move-in date entered. ACT will provide outreach teams with detailed instructions for these activities.
- 2) Data from **outreach teams that do not participate in HMIS** – In advance of the count, by no later than 12/28/2021 ACT will work with Regional Coordinators and all non-HMIS participating outreach teams to ensure that all participants are correctly captured in the PIT database.

- 3) **Verification of unsheltered homelessness** - On 1/26/22, ACT will generate and provide to each participating outreach team a list of all clients who were reported as unsheltered on the night of the count. Each CAN will ensure that they have a feasible strategy for outreach workers to verify within 7 days of the night of the count (i.e., by 2/1/22) that all clients who are on those lists were, in fact, experiencing unsheltered homelessness on the night of 1/25/22. This means that they were staying in a location not intended for human habitation and were not, for example, staying with friends or family, in a hospital, in a correctional facility, a hotel, or in any other setting that does not qualify as unsheltered under the HUD requirements. At least 4 weeks in advance of the count, ACT will provide additional guidance for CANs and outreach workers regarding how to complete these verifications and report the results to enable the removal of people who were not experiencing unsheltered homelessness on 1/25/22 from the unsheltered count.

- 4) **Service-based Count** - Service-based count activities will take place in the 7-day period following the night designated for the count (i.e., **from 1/26/22 to 2/1/22**). By 12/28/2021 ACT will work with Regional PIT Count Coordinators in each CAN to identify social services or other public or private locations where people who were experiencing unsheltered homelessness on the night of 1/25/21 are most likely to be encountered (e.g., soup kitchens, day centers, health/mental health, clinics, libraries, schools, churches/faith-based service sites, community action agencies, etc.).

In 2022, the Service-based Count will be used exclusively to understand the extent to which methods listed under #'s 1-3 above are sufficient to produce a reasonably accurate unsheltered count or if those methods result in a significant undercount of the unsheltered population. That information will be used to plan the 2023 count. As such, the data collected through the 2022 count will be sufficient only to understand the number of unsheltered people found exclusively through the service-based count. The service-based count will not be designed to collect all data elements required by HUD; therefore, the service-based count data will not be reported to HUD but used as a quality control tool to inform the 2023 PIT methodology. As the COVID-19 pandemic has significantly impacted the data collection process, the CT HIC/PIT Team expected that this would be a year to collect baseline data, explore alternative strategies and, if necessary, pivot processes with the overall goal of informing 2023 strategies.

Staff or volunteers at the selected service-based sites will receive instructions from ACT on how to gather and report the necessary information. Sufficient information will be collected to verify unsheltered homeless on the night of the count and that the person has not already been counted. This information will be used by ACT to match people encountered during the service-based count with the list of street outreach clients generated from the other data sources to determine if these are new people not otherwise counted or duplicated in other data sources. An interview will be conducted with all clients encountered by Count Volunteers during the service-based count. Volunteers will ask **every person** present at the site during the hours designated for the

count the questions below. Volunteers will not select people they think appear to be homeless for participation.

The example below is intended to help Regional Coordinators and other stakeholders to understand the general parameters of such interviews. The details have not yet been finalized and are subject to change.

Example Service-based Count Interview:

- **Introduction:** *Hello, my name is (NAME). I am a volunteer with the Balance of State Continuum of Care (or Opening Doors Fairfield County). We are asking everyone a few questions about their housing situation. Your participation is voluntary. Your answers are confidential and will not affect your eligibility for services. It will only take about two minutes.*
- *Would you like to participate? (YES or No, If no, read termination statement)*
- *Where did you sleep on the night of Tuesday, January 25th (volunteer does not read options; volunteer records one response)*
 1. *Street or sidewalk*
 2. *Vehicle (car, van, RV, truck)*
 3. *Park*
 4. *Abandoned building*
 5. *Bus/train station or airport*
 6. *Under a bridge or overpass*
 7. *Woods or outdoor camping*
 8. *Other location not meant for human habitation(specify):*

 9. *Emergency Shelter*
 10. *Transitional Housing*
 11. *Motel/Hotel*
 12. *House or Apartment*
 13. *Jail, hospital or treatment program*
 14. *Other sheltered or housed location (specify):*

If response falls in #s 9-14, read the termination paragraph. Only response #s 1-8 will be counted as unsheltered. Since the purpose of the service-based count is to capture unsheltered people otherwise missed, sheltered responses will not be used for sheltered count purposes.

- *Did another volunteer already ask you about where you stayed on the night of Tuesday, January 25th? (YES or No, If yes, read the termination statement)*
- *What are:*
 - *the first 3 letters of your first name_____*
 - *the first three letters of your last name_____*
 - *month and day of birth. For example, April 1st_____*
- **Termination:** *(If this person is homeless and transportation & shelter*

capacity is available, ask if s/he would like to be transported to a shelter.) Thank you very much for talking with me. All of the information you provided is confidential. Have a great day!

ACT will:

- collect all data gathered through the Service-based Count;
- review the data for quality;
- deduplicate to remove people already counted through method #'s 1-3 above; and
- provide an estimate of the number of unsheltered people in each CAN that were determined to only have been counted through the Service-based Count.

Section 5: Sheltered Count Methodology

The Sheltered Count includes three main components:

- 1) The collection of client population counts by household type among shelters, transitional housing, safe havens, rapid rehousing programs, permanent supportive housing, and other permanent housing projects designated to serve people experiencing homelessness. This includes projects that participate in HMIS, those that provide data via the statewide comparable DV database, and those that do not participate in either system;
- 2) The collection of the HUD required subpopulation data (see Section 7); and
- 3) The collection of HUD required demographic data (e.g., race, ethnicity, age, gender, etc.) on persons in emergency shelters, transitional housing programs, safe havens, and shelters dedicated to survivors of domestic violence. As necessary, where the relevant data are missing/refused/unknown ACT and Nutmeg will estimate the data by using an extrapolation process.

In the event that a natural disaster or other emergency results in evacuees experiencing homelessness being sheltered in CT, counting protocols will be put into place to include this population. The level of detail in the data received from FEMA or other government agencies involved with the evacuee population will determine the capacity to provide extrapolated estimates of subpopulation data, i.e. chronic, veteran, severe mental illness, chronic substance abuse, HIV/AIDS, and domestic violence.

The State of Connecticut uses a PIT database, a web-based platform, to collect and confirm Housing Inventory Chart (HIC) and PIT data. Each project for which homelessness is part of the criteria for entry is listed in the database and data is entered regarding the numbers and types of units and beds, funding type, etc. for the HIC. For the PIT, aggregate data (sex, race, ethnicity, type of household, etc.) is entered for persons enrolled in the program on the night of the count.

For HMIS participating projects, HMIS data will be used to populate the PIT database with sheltered data. In advance of the count, by no later than 12/28/2021 ACT will work with Regional Coordinators and all HMIS participating program teams relevant for the sheltered

homeless count (Emergency Shelter (ES), Transitional Housing (TH), & Safe Haven (SH)) to ensure that all participants are correctly captured in HMIS. This includes for example, verifying that all current participants are entered, all participants who are no longer receiving services have been exited with the correct date, and all participants who have moved into any sort of permanent housing have an accurate move-in date entered. The PIT database will reflect live data and providers can monitor the count of people to confirm accuracy from the point of going live through the night of the count. ACT will provide programs with detailed instructions for these activities.

For DV ES and TH programs entering data into a comparable database, the procedure will continue as in previous years. Data from the comparable database will be input, in aggregate form, into the PIT database by providers. For ES and TH programs that do not enter into HMIS or a comparable database, similarly, aggregate data will be input into the PIT database from providers.

Section 6: Extrapolation

HMIS will be the primary source for reporting PIT data. However, subpopulation and demographic estimates will be determined via program descriptor data when available. For example, if a project is dedicated to serving Veterans or people fleeing Domestic Violence (DV), then the people in the project will be counted in the applicable subpopulation even if related HMIS data are missing. As necessary, where no useful program descriptor data exists, estimates will be calculated using an extrapolation process to account for any missing HMIS data. A rate will be determined based on available data by component type then applied at the CoC Level to estimate the count where data are missing. For example, if 15% of available HMIS data indicate that people living in emergency shelter in CT BOS are Latinx, this rate will be applied to all missing, refused or unknown records in emergency shelter. For additional details regarding extrapolation methodologies see Section 7.

Section 7: Subpopulation Methodologies

HUD requires CoCs to report PIT count data on various subpopulations. CoCs must report data for People Experiencing Chronic Homelessness, Veterans and Youth (unaccompanied and parenting) broken down by:

- Number of Households and People
- Household Type: Households with at Least One Adult and One Child, Households without Children, and Households with Only Children
- Location: Sheltered (Emergency and Transitional) and Unsheltered

In addition, CoCs must report data for Veterans and Youth (unaccompanied and parenting) broken down by:

- Demographics: Gender, Age, Race, Ethnicity

Based on the HUD requirements, Veterans, parenting youth, and unaccompanied youth data are a **subset** of the “All Households” data and must still be included in the “All Households” data.

HUD requires CoCs to report PIT count data on adults only, meeting the criteria for these additional subpopulations: Adults with Serious Mental Illness, Substance Use Disorder, HIV/AIDS. In addition, CT BOS and ODFC report optional data on adult survivors of Domestic Violence. CoCs must report these data broken down by:

- Location: Sheltered (ES, TH, and SH) and Unsheltered

A: Chronically Homeless

Who to count

HUD requires CoCs to use the following definition.

A person experiencing chronic homelessness:

- A. Is homeless and lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and
- B. Has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least 1 year or on at least four separate occasions in the last 3 years where the combined length of time homeless in those occasions is at least 12 months; and
- C. Has a disability (see below).

When a household with one or more members includes an adult or minor head of household who qualifies as chronically homeless, then all members of that household should be counted as a chronically homeless person in the applicable household type table. For example, if one adult in a two adult household is identified as chronically homeless, both adults should be counted as a chronically homeless person in the households without children category of the PIT count.

Disability – 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 + with a history of one or more opportunistic diseases or AIDS defining comorbidities).

HUD Defined Reporting Categories:

As required by HUD, all Chronic Homeless data must be broken down by:

- Number of Households and People
- Household Type: Households with at Least One Adult and One Child, Households without Children, and Households with Only Children
- Location: Sheltered (Emergency and Transitional) and Unsheltered

HUD also requires CoCs to report the number of chronically homeless households and chronically homeless persons in each household type for “All Households,” “Veteran Households,” and “Youth Households.” Veterans and youth who are chronically homeless are also a subset of “All Households” and should still be included in the “All Households” data.

For purposes of the PIT count, persons living in transitional housing at the time of the PIT count are not counted as chronically homeless.

By Name List (BNLv2)

BNLv2 data will be used to determine both the sheltered and unsheltered chronic homelessness subpopulation counts. ACT will work with DOH and CANs in advance of the count to confirm that criteria described below, which were used in 2021 for inclusion of people on the BNLv2 in the chronic homelessness subpopulation, will be used again in 2022, or whether there is a preferable alternative BNLv2 based methodology that more closely aligns with the HUD definition of chronicity. ACT will also work with DOH and CANs in advance of the count to confirm that the data currently available on the BNLv2 align with the categories of people experiencing chronic homelessness that HUD requires CoCs to report on (i.e., Household Type, # of households, # of people, and location).

- The chronic subpopulation PIT count will include both sheltered and unsheltered people who were indicated as “verified” and “potential chronic” on the BNL Version 2 aka BNLv2 on 1/25/21.
- Chronic homelessness status as indicated on the BNLv2 is based on the data from the HUD Universal Assessment in HMIS Chronic Homeless calculation.

Chronic homelessness status as indicated on the BNLv2 is based on disabling condition(s) and length of time homeless (i.e., at least 12 months) and episodes of homelessness (i.e., 4 episodes of qualified homelessness in 3 years that aggregate cumulatively to at least 12 months in length).

- “Verified Chronic” means that the person has met the length of time criteria and has been verified in accordance with CoC protocols to have a qualified disabling condition.
- “Potential Chronic” means that the person has met the length of time criteria and is likely to meet the disabling condition criteria, but the disabling condition has not been verified.
- The BNLv2 does not determine where the persons on the BNLv2 actually slept on the night of the count, which is critical to determining whether they should be counted as chronic.

Adjustments to Account for BNLv2 Limitations

To ensure chronic homeless status on the BNLv2 ACT will:

- For the sheltered and unsheltered count, at least 2 weeks in advance of the count, ACT will provide additional guidance for Regional Coordinators, CANs and outreach workers regarding how to complete verification of chronic homelessness and report the results to enable an accurate count of the unsheltered chronic homelessness subpopulation.

B. Veterans

Who to Count

As per HUD requirements, this subpopulation category of the PIT includes only adults who have 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. It also does not include other adults or children who live with a Veteran but who do not themselves meet the above criteria for military service.

HUD Defined Reporting Categories:

As required by HUD all types of Veterans data detailed below must be broken down by:

- Number of Households and People
- Household Type: Households with at Least One Adult and One Child, Households without Children, and Households with Only Children
- Location: Sheltered (Emergency and Transitional) and Unsheltered
- Demographics: Gender, Age, Race, Ethnicity

Please note that, per HUD requirements, data for the gender, race, and ethnicity of non-veterans in veteran households are only reported under “All Households” population data.

Designated Veteran Projects

CT has projects included in the HIC and designated specifically Veterans. As such program descriptor data will be used to determine Veteran status for adults when applicable. The program descriptor data will come from the HUD funding source section of HMIS. Any program with a funding source of GPD or SSVF will be included. For example:

- If an emergency shelter is dedicated to serving single adult Veterans, then 100% of adults in the project will be counted in the Veterans subpopulation.
- If a transitional housing project is dedicated to serving Veteran families, then one adult per household will be counted in the Veterans subpopulation, unless HMIS data otherwise indicate that more than one adult in the household are Veterans, in which case all adult Veterans will be counted as such.

HMIS Data

For people experiencing unsheltered homelessness and people living in Emergency Shelters, Transitional Housing, and Safe Havens not designated for Veterans, ACT will use HMIS data to determine Veteran status using the veteran status field in HMIS.

Extrapolation

As necessary, where the relevant HMIS data are missing/refused/unknown, ACT will estimate the Veterans count using an extrapolation process as described below. Since military service is significantly more common among cisgender men, extrapolation rates will be calculated by gender. Distinct extrapolation rates will also be calculated for the sheltered and unsheltered populations.

Sheltered Veterans

1. Calculate the Veterans rate among sheltered cisgender men:
 - $NMSV/NMS = R$; $NMSV$ = number of veteran cisgender sheltered men; NMS = number of cisgender sheltered men with relevant HMIS Veteran status data available R = estimated Veterans rate among sheltered Cisgender men
2. Apply that rate to the number of sheltered cisgender men without relevant HMIS Veteran status data available as follows:
 - a. $R * NMSND = ENMSV$; $NMSND$ = number of cisgender sheltered men without relevant HMIS Veteran status data available; $ENMSV$ = estimated number of male sheltered Veterans
3. Add the estimated number of male sheltered Veterans
 - a. $NCB + NCUS = \text{Total number of male sheltered Veterans}$
4. Repeat the same concepts defined in steps 1 to 3 to calculate the number of sheltered Veterans identifying as all genders other than cisgender men.

Unsheltered Veterans

5. Repeat the same concepts defined in steps 1 to 4 to calculate the number of unsheltered Veterans identifying as cisgender men and all genders other than cisgender men.

D: Youth

In 2021, in response to the global COVID-19 pandemic, CT did not conduct a week-long Youth Outreach and Count (YOC) effort, and, although there will not be a specific YOC in 2022, CT commits to an unsheltered count that includes consultation and participation from youth serving organizations and youth with lived experience. ACT will solicit and collect information from youth serving organizations and youth with lived experience to ensure that youth experiencing homelessness are captured and reported, ensuring that programs are added to the PIT database as necessary and any persons outside of a program is captured via Smartsheet or other identified methodology. Input from youth with lived experiences and youth organizations will also inform the decisions regarding what service providers to use for the Service-Based Count to ensure inclusion of this population.

Who to Count

As required by HUD, the 2022 PIT will include any youth (under age 25) found either sheltered or unsheltered on the night of the count, and the required demographic and subpopulation data for youth based on the following HUD definitions:

- **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 aged 25 or older in the household. Parenting youth are either a subset of households with at least one adult and one child, if the parenting youth is between 18 and 24, or households with only children if the parenting youth is under 18.
- **Unaccompanied Youth** - Unaccompanied youth are persons under age 25 who are not accompanied by a parent or guardian or any other household member aged 25 or older, and who 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. Unaccompanied youth may be a subset of any household type: they are a subset of households without children if all household members are 18 to 24. They are a subset of households with at least one adult and one child if the household includes at least one household member under 18, at least one member between 18 and 24, and no members over age 24. They are a subset of households with only children if all household members are under 18.

HUD Defined Reporting Categories:

As required by HUD all types of Youth data must be broken down by:

- Number of Households and People
- Household Type: Households with at Least One Adult and One Child, Households without Children, and Households with Only Children; AND Unaccompanied Youth Households and Parenting Youth Households
- Location: Sheltered (Emergency and Transitional) and Unsheltered
- Demographics: Gender, Age, Race, Ethnicity

While gender, race, and ethnicity are reported for all unaccompanied youth, HUD requires CoCs to only report the gender, race, and ethnicity on the parents in the parenting youth households data set.

Designated Youth Projects

Though CT has projects included in the HIC and designated specifically for youth. Typically, those projects require that youth meet age eligibility at project entry, and all youth residing in those projects are not necessarily under 25 years of age. Consequently, the PIT Count will not rely on program descriptor data to inform youth PIT count data.

HMIS Data

The PIT Count will primarily rely on HMIS to inform youth PIT count data. The PIT Database will identify households where the Head of Household (HoH) is under 25 and no other members of the household are over 25. The data from HMIS will populate the appropriate youth tables in the PIT Database. This data will then be extracted and populate the tables for the HDX report.

Extrapolation

As necessary, where the relevant HMIS data are missing/refused/unknown ACT and Nutmeg will estimate the youth count data using an extrapolation process.

D: Other Subpopulation Methodologies (DV, SMI, SUD, HIV/AIDS)

HUD requires CoCs to report PIT count data on adults only, meeting the criteria for these additional subpopulations: Adults with Serious Mental Illness, Substance Use Disorder, HIV/AIDS. In addition, CT BOS and ODFC report optional data on adult survivors of Domestic Violence. CoCs must report these data broken down by:

- Location: Sheltered (Emergency, Transitional, and Safe Haven) and Unsheltered

DV

Who to Count

HUD requires CoCs to report only the number of survivors of domestic violence who are currently experiencing homelessness because of domestic violence, dating violence, sexual assault, or stalking (referred to collectively a DV below), as opposed to reporting on survivors who have ever experienced these circumstances.

Designated DV Projects

CT has projects included in the HIC designated specifically for people fleeing DV. As such program descriptor data will be used to determine DV status for adults when applicable. The DV data will be compiled by including the counts from the Non-HMIS participating agency data identified in the PIT App as a DV program along with the HMIS data where the response to the fleeing DV questions is yes.

HMIS Data

The PIT Count will primarily rely on HMIS to inform DV subpopulation data for people living in projects not designated for DV survivors.

Extrapolation

As necessary, where the relevant HMIS data are missing/refused/unknown ACT will estimate the DV subpopulation data using an extrapolation process. Because rates of DV are significantly different for cisgender women and people who identify as transgender, a gender other than singularly female or male (e.g., non-binary, genderfluid, agenda, culturally specific gender) or questioning, extrapolation rates will be calculated separately by gender as follows:

- Rate will be calculated for cisgender sheltered females
- Rate will be calculated for cisgender unsheltered females
- Rate will be calculated for cisgender sheltered males
- Rate will be calculated for cisgender unsheltered males
- Rate will be calculated for sheltered people identifying as transgender, a gender other than singularly female or male (e.g., non-binary, genderfluid, agenda, culturally specific gender) or questioning, if the total number of such people counted statewide is greater than 30.

- Rate will be calculated for unsheltered people identifying as transgender, a gender other than singularly female or male (e.g., non-binary, genderfluid, agenda, culturally specific gender) or questioning if the total number of such people counted statewide is greater than 30.
- To the extent that the sample sizes are not greater than 30, people identifying as transgender, a gender other than singularly female or male (e.g., non-binary, genderfluid, agenda, culturally specific gender) or questioning will be included in the extrapolation with people identifying as cisgender female.

DV Sub Pop Extrapolation:

Emergency Shelter and Transitional Housing Programs Only
 Programs classified as serving DV are excluded from the HMIS Assessment used for the **Rate** calculation and the population is added back at 100%. The DV counts for the non-participating DV programs is based on the DV counts from the PIT database.

Female & Trans Calculation

HMIS Assessments Included (Numerator):

HMIS Assessment that meet the following criteria:

- Are you experiencing homelessness because you are fleeing Domestic Violence, Sexual Assault, or Stalking?
- Answered the question “How do you identify your GENDER?” as Female or Transgender

Assessments Useable (Denominator):

- Have a Yes or No answer to the question “Are you experiencing homelessness because you are fleeing Domestic Violence, Sexual Assault, or Stalking?”
- Answered the question “How do you identify your GENDER?” as Female or Transgender

Rate for extrapolation:

$$\text{Rate} = \frac{\text{Assessments Included}}{\text{Assessments Useable}}$$

Male Calculation:

Assessments Included (Numerator):

Assessments that meet the following criteria:

- Are you experiencing homelessness because you are fleeing Domestic Violence, Sexual Assault, or Stalking?
- Answered the question “How do you identify your GENDER?” as Male

Assessments Useable (Denominator)

- Have a Yes or No answer to the question “Are you experiencing homelessness because you are fleeing Domestic Violence, Sexual Assault, or Stalking?”
- Answered the question “How do you identify your GENDER?” as Male

Rate for extrapolation:
Assessments Included / Assessments Useable

Extrapolation:
(**Rate** * Number of Female & Transgender (from PIT population count excluding DV programs)) + **Rate** * Number of Male (from PIT population count excluding DV programs)) / Number of Adults from PIT population count in DV Programs

SMI Adults with a Serious Mental Illness (SMI)

Who to Count

Per HUD requirements, 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 HUD definition of disability (See Section on Chronic Homelessness' e.g., "is expected to be of long-continuing or indefinite duration").

Designated SMI Projects

CT has projects included in the HIC and designated specifically for people with SMI. Typically, those projects are Permanent Supportive Housing and serve people who are housed. Consequently, the PIT Count will not rely on program descriptor data to inform the SMI subpopulation count.

HMIS Data

The PIT Count will primarily rely on HMIS to inform SMI subpopulation data. The count will include extrapolated records where SMI was yes and of long duration for all adults

Extrapolation

As necessary, where the relevant HMIS data are missing/refused/unknown, ACT will estimate the SMI subpopulation count using an extrapolation process as described below. Since SMI may be more common among people experiencing unsheltered homelessness, distinct extrapolation rates will be calculated for the sheltered and unsheltered populations.

Mental Illness Sub Pop Extrapolation:

Emergency Shelter and Transitional Housing Programs Only

HMIS Assessments Included (Numerator):

Have a Yes answer to the questions:

- Do you have a Mental Health Problem?
- If yes, is this a long-term Mental Health Problem that impairs your ability to hold a job or live independently?

Assessments Useable (Denominator):

Have a Yes or No answer to the questions:

- Do you have a Mental Health Problem?

- If yes, is this a long-term Mental Health Problem that impairs your ability to hold a job or live independently?

Rate for extrapolation:

Assessments Included / Assessments Useable

Extrapolation:

Rate * Number of Adults (from PIT population count)

SUD Adults with a Substance Use Disorder

Who to Count

Per HUD requirements, 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 HUD definition of disability (See Section on Chronic Homelessness' e.g., "is expected to be of long-continuing or indefinite duration").

Designated SUD Projects

CT has few projects included in the HIC and designated specifically for people with SUD. Consequently, the PIT Count will not rely on program descriptor data to inform the SUD subpopulation count.

HMIS Data

The PIT Count will primarily rely on HMIS to inform SUD subpopulation data. The count will include extrapolated records where SUD was yes and of long duration for all adults

Extrapolation

As necessary, where the relevant HMIS data are missing/refused/unknown, ACT will estimate the SUD subpopulation count using an extrapolation process as described below. Since SUD may be more common among people experiencing unsheltered homelessness, distinct extrapolation rates will be calculated for the sheltered and unsheltered populations.

Substance Abuse Sub Pop Extrapolation:

Emergency Shelter and Transitional Housing Programs Only

HMIS Assessments Included (Numerator):

Assessment that meet the following criteria:

- Answered the question "Do you have any Substance Abuse Issues?" as any of Yes, Alcohol Abuse, Drug Abuse, Both Alcohol and Drug
- Have a Yes answer to the question "If yes, is this a long-term Substance Abuse Problem that impairs your ability to hold a job or live independently?"

Assessments Useable (Denominator):

Assessment that meet the following criteria:

- Answered the question "Do you have any Substance Abuse Issues?" as any of Yes, Alcohol Abuse, Drug Abuse, Both Alcohol and Drug, No

Rate for extrapolation:

Assessments Included / Assessment Useable

Extrapolation:

Rate * Number of Adults (from PIT population count)

Adults with HIV/AIDS

Who to Count

Per HUD requirements, this subpopulation category of the PIT includes adults who have been diagnosed with AIDS and/or have tested positive for HIV.

Designated HIV/AIDS Projects

CT has projects included in the HIC designated specifically for people living with HIV/AIDS (PLWHA). As such program descriptor data will be used to determine HIV/AIDS status for adults when applicable. The HMIS program descriptor used will be target population and/or HOPWA type.

HMIS Data

The PIT Count will rely primarily on HMIS data to inform HIV/AIDS subpopulation data for people living in projects not designated for PLWHA

Extrapolation

As necessary, where the relevant HMIS data are missing/refused/unknown ACT will estimate the HIV/AIDS subpopulation count using an extrapolation process as described below. Distinct extrapolation rates will be calculated for the sheltered and unsheltered populations.

HIV Sub Pop Extrapolation:

Emergency Shelter and Transitional Housing Programs Only

Programs classified as serving HIV are excluded from the Assessments used for the **Rate** calculation and the population is added back at 100%

HMIS Assessment Included (Numerator):

Assessment that meet the following criteria - Have a Yes answer to the questions Do you have HIV or AIDS?

Assessments Useable (Denominator):

Assessments that meet the following criteria - Have a Yes or No answer to the question "Do you have HIV or AIDS?"

Rate for extrapolation:

Assessments Included / Assessment Useable

Extrapolation:

(**Rate** * Number of Adults (from PIT population count excluding HIV programs)) +
Number of Adults from PIT population count in HIV Programs

Section 10: Housing Inventory Count (HIC) Methodology

Per HUD requirements, beds and units included on the HIC are considered part of the CoC homeless assistance system. ***Beds and units in the HIC must be dedicated to serving homeless persons, or for permanent housing projects, dedicated for persons who were homeless at entry.*** For the purposes of the HIC, a project with dedicated beds/units is one where:

- A. The primary intent of the project is to serve homeless persons;
- B. The project verifies homeless status as part of its eligibility determination; and
- C. The actual project clients are predominantly homeless (or, for permanent housing, were homeless at entry).

Beds in institutional settings not specifically dedicated for persons who are homeless such as detox facilities, emergency rooms, jails, and acute crisis or treatment centers should not be included in the HIC.

ACT will lead efforts to collect all data required by HUD in the Housing Inventory Chart for all emergency shelters, transitional housing, safe havens, permanent supportive housing, rapid rehousing and other permanent housing projects designated to serve people experiencing homelessness. This includes those that participate in HMIS, those that provide data via the statewide comparable DV database, and those that do not participate in either system. ACT will provide specific guidance and training to providers who will be responsible for entering these data in the web-based Point-in-Time Database. A three-step process will continue to be used:

- 1) ACT will work with Nutmeg to ensure that the PIT Database is updated as necessary to reflect current HUD requirements;
- 2) In advance of the 1/25/22 count ACT will work with providers and Regional Coordinators to update and deliver to CoCs accurate HIC data that reflects the current inventory information as anticipated on the night of the count, including all fields required by HUD; RRH projects will not update their HIC data prior to the count; and
- 3) ACT will work with providers and Regional Coordinators to verify and update RRH and all other HIC data, as necessary, on the night of the count, and deliver to CoCs accurate final HIC data.

Section 11: Data Quality Assurance Strategies

By 12/28/2021, ACT will propose a specific data quality assurance plan, which at a minimum includes the following:

- 1) ACT will regularly provide CoCs with updates on which providers have not provided HIC and/or PIT data to inform follow-up strategies.

- 2) Deduplication – ACT will ensure that people experiencing homelessness are not counted more than once. They will propose a specific deduplication methodology that includes at a minimum:
 - a. Removing people known from available HMIS data to have slept on the night of 1/25/22 in any sheltered location (including a shelter, transitional housing, safe haven, or permanent housing) from the unsheltered count;
 - b. Comparing among all data sources detailed above, personally identifying information (PII), such as name, date of birth, and Social Security Number, and unique client identifiers to ensure that people are not counted more than once.
 - c. Ensuring that people are included in the chronic homelessness and other subpopulation counts only once.
- 3) ACT will compare all HIC, population and subpopulation data from 2022 to 2021 to identify quality concerns prior to delivering data to CoCs;
- 4) ACT will ensure that all data required in the Homeless Data Exchange (HDX) is collected, reviewed for quality, and available for prompt entry into HDX in a manner that meets HUD requirements; this includes use of data validation strategies to ensure that data will not trigger errors in HDX and that data matches across the required data sets; and
- 5) ACT will ensure that all data quality concerns are promptly remediated.