
Report to Congress:

**Third Progress Report on HUD's Strategy for
Improving Homeless Data Collection,
Reporting and Analysis**

March 2004

U.S. Department of Housing and Urban Development
Office of Community Planning and Development
451 Seventh Street, SW
Washington, D.C 20410

HUD's Progress in Homeless Data Collection, Reporting and Analysis

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I. Introduction

This is a progress report on HUD's Strategy for Homeless Data Collection, Reporting and Analysis submitted to Congress in August 2001. HUD's Strategy can be found on HUD's website at: <http://www.hud.gov/offices/cpd/homeless/hmis/strategy/index.cfm>. This is the third progress report requested by Congress and responds to continuing Congressional interest in HUD's efforts to improve homeless data collection and analysis locally and nationally.

HUD identified four major activities to address Congressional direction on the need for better data at the local and national levels on homelessness: (1) flexibly implementing the new Homeless Management Information System (HMIS) eligible activity under the Supportive Housing Program in the McKinney-Vento competition; (2) initiating a comprehensive technical assistance program to help local jurisdictions collect unduplicated client-level data by 2004; (3) developing an approach to obtain meaningful data for an Annual Homeless Assessment Report from a nationally representative sample of jurisdictions; and (4) analyzing the most viable approaches to obtain homeless client-level reporting in the Annual Progress Report (APR) submitted by HUD's Continuum of Care (CoC) grantees. This report will assess HUD's progress in addressing each of these major activities.

II. Implementing the New Homeless Management Information System (HMIS) Eligible Activity and Initiative

A. HMIS in Continuum of Care Competitions Since 2001

2001 Competition. The February 23, 2001 homeless assistance Notice of Funding Availability (NOFA) notified Continuum of Care (CoC) planning bodies, state and local governments, homeless service providers, and advocates of the Congressional direction on local and national homeless data collection and analysis. Most CoCs had less than three months to assess the HMIS concept and their communities' interest in implementing a system and submit proposed projects for funding. Nonetheless, the response to the initiative was greater than expected. The number of communities in the middle-to-late stages of the HMIS planning process was encouraging, as were the number of dedicated-HMIS project applications submitted in the 2001 competition. In 2001, all CoCs were asked to complete a new, non-scored section of the comprehensive homeless plan assessing their status in implementing an HMIS. 437 CoCs reported on their HMIS implementation status in Exhibit 1 of the 2001 CoC application.

2002 Competition. The 2002 homeless assistance competition provided greater definition to the HMIS Initiative. More communities became aware of the Congressional direction and began to seriously assess the HMIS concept and engage in a planning process. In the 2002 competition, all CoCs were required to provide information on their strategies for implementing an HMIS and

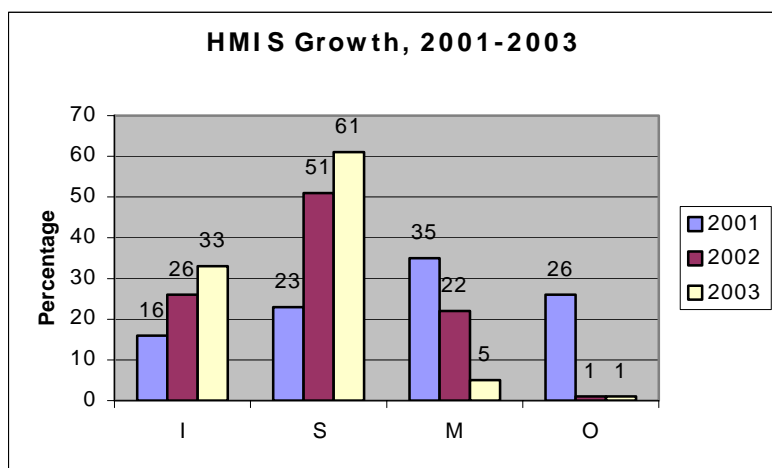
asked to assess their development. Each community’s strategy and progress in implementing an HMIS was rated in the overall competitive process.

2003 Competition. The 2003 homeless competition made HMIS a separate budget activity for all Supportive Housing Program (SHP) applications and a separate program component for HMIS-dedicated project applications. The importance of local CoC progress in HMIS was given an increased competitive rating factor. Overall, the 2003 competition proved HUD’s HMIS strategy to be a collaborative, iterative, and community-based process.

B. Status of CoC HMIS implementation since 2001

Since 2001 CoCs have made steady progress in developing an HMIS, reviewing and selecting a software solution, setting up a local HMIS administrative structure, and implementing a system.

- 33 percent of CoCs indicated implementation of an HMIS or were updating or expanding an existing HMIS in 2003, compared with 26 percent of CoCs in 2002, and 16 percent of CoCs in 2001.
- In 2003, 61 percent of CoCs indicated that they had decided to implement an HMIS and were selecting software and hardware, compared to 51 percent of CoCs in 2002 and 23 percent of CoCs in 2001.
- In 2003, only 5 percent of CoCs indicated that they had only begun meeting and considering implementation of an HMIS, compared to 22 percent of CoCs in 2002 and 35 percent of CoCs in 2001.
- Consistent with 2002 findings, in 2003 only one percent of CoCs indicated they had not yet considered implementing an HMIS, compared with 26 percent in 2001. The chart below illustrates growth in the number of CoCs that have been implementing an HMIS at each of the four stages of implementation:



I “Implementing” refers to CoCs that have implemented a continuum-wide HMIS or are updating or expanding an existing HMIS.

S “Selecting” refers to CoCs that have decided to implement an HMIS and are selecting needed software and hardware.

M “Meeting” refers to CoCs that have been discussing and are considering implementing an HMIS.

O “Not Considering” refers to CoCs that have not yet thought about implementing an HMIS.

C. SHP Funding for HMIS

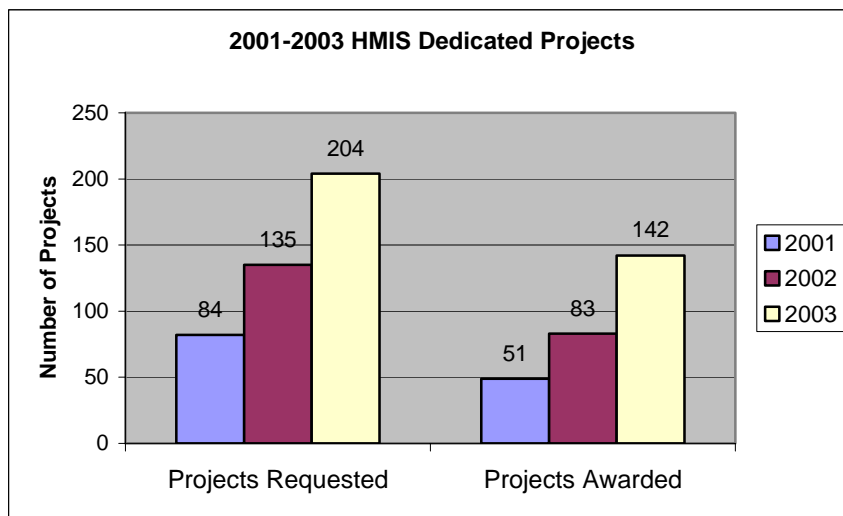
CoCs can utilize two approaches for funding an HMIS through the Supportive Housing Programs (SHP): (1) a single **dedicated-HMIS project**; or (2) a **cost-sharing** or **levy approach** across some or all new or renewal projects.

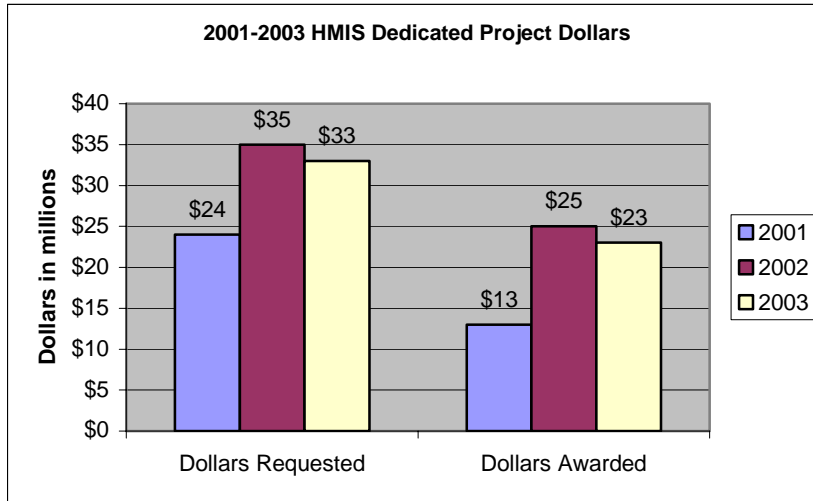
1. Dedicated-HMIS Project

2001 Applications. One method to fund an HMIS was for the CoC to submit a Supportive Services Only (SSO) project for the sole purpose of funding the implementation and operation of an HMIS. While HUD estimated that 30 dedicated HMIS projects would be submitted, 84 applications were received totaling \$24 million. Nearly every dedicated-HMIS project that a CoC proposed within its pro rata need amount was funded and 51 projects were awarded \$13.3 million; 49 of these projects were new and two were renewals. Many of the projects not funded were placed below the community's pro rata need and, therefore, received 15 need points.

2002 Applications. In the 2002 competition, 135 HMIS-dedicated projects totaling \$35 million were submitted. HUD funded 83 of these projects for a total of \$25 million, while 52 proposed new HMIS projects could not be funded under the competition because they fell below the national funding line, even though many received 40 need points.

2003 Applications. In the 2003 competition, 204 HMIS projects totaling \$33 million were submitted. HUD funded 142 of these projects totaling \$23 million: 100 new projects (\$18 million) and 42 renewal projects (\$5 million). Sixty-two proposed HMIS projects were not funded because they fell below the national funding line, even though many received 40 need points.





2. Shared HMIS Funding

CoCs were also permitted to spread the cost of an HMIS across multiple SHP projects. This approach allows all or some of the new and renewal SHP projects that a community would be including on its priority list to add to each individual project’s request as its share of the HMIS cost. An SHP renewal project in 2003 could request an amendment to its current grant to include HMIS activities in its current budget. Relatively few CoCs appear to have used the shared approach to funding an HMIS in the 2001 and 2002 competition. The breakout of a specific HMIS budget category in the 2003 competition for all projects has helped identify the use of shared cost arrangements. It is estimated that SHP funding of HMIS through the shared cost approach in one, two, or three-year projects was slightly more than five million dollars.

D. Significant Developments in HMIS Implementation

1. Multi-CoC Implementations

One important early trend in local HMIS implementation that HUD recognized and strongly encouraged through program policies was the formation of metropolitan, regional, and statewide HMIS collaborations. These collaborations can help lower the costs of implementation through economies of scale and build networks of expertise in local HMIS planning, implementation, operations, and data analysis. Collaborations help aggregate individual CoC homeless data at larger relevant planning areas, such as at the metropolitan, regional and particularly state level. HUD intends to direct more technical assistance (TA) resources to encourage and support collaborative HMIS implementations among CoCs.

Statewide HMIS Collaborations. In 2003, HUD identified 27 states participating in some type of multi-CoC statewide collaborative effort, in addition to six states having only one existing CoC covering the entire state. There were 11 states looking to implement at least one HMIS software system. Four states were planning to aggregate data at the state level from multiple CoCs. Statewide collaboration efforts of one kind or the other are taking place in 12 other states.

Metropolitan Collaboration. The largest and most complex example of a metropolitan HMIS collaboration found to date is by the Los Angeles/Orange County (LA/OC) Regional HMIS, comprised of the cities of Glendale, Los Angeles, Long Beach, Pasadena, Pomona, Santa Monica, and Los Angeles and Orange counties. The LA/OC represents five CoCs that include a population base of approximately 12.5 million people and a geographic area encompassing 4,900 square miles. Hundreds of agencies involved in the five CoCs operate nearly 18,500 shelter beds for people who are homeless in the LA/OC jurisdictions. The participating communities in LA/OC have agreed in principle to implement a regional HMIS and, with special HUD technical assistance, have completed their planning and software selection process (See later discussion of technical assistance for more information on the LA/OC's HMIS initiative).

III. Implementing a Comprehensive Technical Assistance (TA) Program to Assist Communities

A. TA Contract 2001-2003

HUD signed a two-year, \$4.1 million TA contract with Aspen Systems, Inc. in September 2001, which was extended until March 10, 2004. The Center for Social Policy at the John W. McCormack Institute of Public Affairs at the University of Massachusetts-Boston (U MASS) was a subcontractor and the principal resource for developing a variety of technical assistance products, such as trainings. In addition to the UMASS experts, 15 other experienced contractors and consultants were retained to provide on-site technical assistance in the implementation of an HMIS to CoCs. According to Aspen's monthly progress reports, an estimated 5,182 people have participated in various HMIS trainings and conferences and more than 410 CoCs have received assistance as of March 10, 2004.

B. TA Reports and Analysis

The following is a description of new or updated HMIS guidance prepared under the Aspen contract:

Homeless Management Information System: Implementation Guide. A greatly expanded HMIS planning and implementation guide was placed on HUD's website in September 2003. The Guide describes eight steps in the HMIS implementation process comprised of: (1) Planning; (2) Designing the System – Programmatic Decisions; (3) Designing the System – Technical Decisions; (4) Selecting Software; (5) Funding an HMIS; (6) Implementing the System; (7) Implementing the System – Operating Procedures and Protocols, and (8); Using the HMIS Data. This guide is located at:

<http://www.hud.gov/offices/cpd/homeless/hmis/implementation/implementation.cfm>.

Homeless Management Information System (HMIS) Consumer Guide: A Review of Available Solutions. The guide contains an in-depth review of 11 HMIS software solutions. It discusses the range of technical, functional, and other considerations involved in software selection. It provides useful information to assist readers during the HMIS selection process; however, each community's own needs should serve as the lens through which to read the document. The guide helps readers to understand the range of products that are available and to narrow their search to those systems that have features and performance consistent with local requirements. The guide

should not be used exclusively to select a system. It does not contain an exhaustive review of all HMIS software applications. HUD does not endorse or recommend specific solutions and communities do not have to select one of the software solutions presented in the review. The guide was made available to CoCs on HUD's website in January of 2003. This guide is located at: <http://www.hud.gov/offices/cpd/homeless/hmis/assistance/consumerguide/index.cfm>.

Cost Framework and Submission Guidance. These guidelines assist applicants in developing projects for HMIS implementation through the Supportive Housing Program. These guidelines also help HUD staff review conditionally awarded grants. The Cost Framework and Submission Guidance complements the 2002 technical submission guidance for HMIS-dedicated projects. This guide is located at:

<http://www.hud.gov/offices/cpd/homeless/hmis/assistance/costguidelines.pdf>.

Data Integration Paper. The paper describes HMIS integration practices that have been or may be used by communities to combine data from multiple client-level and service-level database systems. The first topic focuses on the integration of existing client-centered database systems with the larger HMIS. The second topic focuses on the integration of services-level data from Information and Referral databases (including the 211 Information and Referral Initiative) with HMIS. The paper documents practices from several communities, identifies common themes and methodologies, and includes recommendations for integration strategies based on the findings. The paper was made available to CoCs on the HUD website in September 2003 and is located at: <http://www.hud.gov/offices/cpd/homeless/hmis/assistance/dataintegration.pdf>.

C. HMIS TA-Onsite

HUD provides three broad types of TA to communities:

- **Basic Education (Training)** – Currently HUD's training consists of three courses: HMIS 101, HMIS 201, and a Consumer Involvement course. HMIS 101 is a four-module workshop designed for CoCs who are in the very early stages of planning an HMIS. It provides introductory information on HMIS and how to plan for HMIS implementation. HMIS 201 is a seven-module workshop designed for CoCs that understand HMIS basics and are in the implementation or intermediate stage. The modules are designed so that they can be "mixed and matched" depending on the needs of the CoCs in attendance. The Consumer Involvement course is a four-module workshop designed to educate consumers and provider agencies about how to increase consumer involvement, and the benefits of consumer involvement in HMIS planning and decision-making. Approximately 99 sessions were completed.
- **Targeted Implementation Help (TA)** – This is "advanced" TA is designed to move CoCs beyond basic training to HMIS implementation. This assistance is appropriate for communities facing difficulty in decision-making or implementation, or for significant multi-jurisdiction collaborations. First priority will go to statewide HMIS implementations, the balance of state or multi-CoC collaborative efforts, large city or county CoCs, or places seen as vital to the construction of a nationally representative sample of jurisdictions for the annual homeless assessment report. Technical

assistance could include up to two days on-site time, and follow-up telephone and other (off-site) support to the community. Approximately 112 targeted-TA sessions were completed.

- **General Information Sharing at Conferences** – This involves information presentations in national, regional, and state conferences (sponsored by other organizations). HMIS information presentations were conducted at 25 conferences.

D. TA Accomplishments as of March 2004

- 236 Training/TA events: Since the initiation of the TA contract in September 2001, 236 training TA events have been completed. These events have occurred in virtually every state and Puerto Rico (See Appendix A).
- 5,182 persons received TA: Over 5,182 have attended these HMIS training events.
- TA Viewed Quite Positively: Of the 5,182 persons who have received TA, 58 percent of the participants turned in evaluation forms. These evaluation forms indicate that the level of skills and knowledge of participants increased significantly and training objectives were realized. The quality of the materials and their delivery were also rated very highly. Participant evaluations also showed high satisfaction levels in the three major training areas: meeting session objectives, quality of materials presented, and delivery of materials.
- Participants: Over half of the participants, 55 percent, were from nonprofit service providers. State and local governments and advocacy groups were also represented at these trainings. Directors, administrators, program managers and case managers made up 74 percent of the participants.

E. Special TA for Los Angeles/Orange County Regional HMIS

The LA/OC jurisdictions agreed in principle to implement a regional HMIS and the participating agencies began to jointly implement a regional HMIS thereafter in order to support local data collection, service, and planning functions, and fulfill the HMIS directive from Congress. The LA/OC asked HUD for significant assistance under the College of Experts Initiative to help facilitate this regional HMIS planning process. The communities needed expert facilitators to conduct 20-25 meetings over several months. The scale of the effort was beyond the resources available under the regular national Aspen HMIS TA contract. Consequently, HUD utilized its Community Connections contract to develop a special package of TA to help further the LA/Orange County Regional HMIS process. On May 5, 2003, over 300 people from LA/OC met for an all-day HMIS planning session. The continuing regional HMIS planning process is likely to provide valuable lessons for other large complex metropolitan areas with multiple CoCs looking to pursue a regional HMIS strategy and implementation. To assist the LA/OC regional HMIS effort, research was conducted on other jurisdictions around the country that have successfully implemented an HMIS. The document, *“What Works” in Partnership Building for HMISs: A Guide for the Los Angeles/Orange County Collaborative*, highlights examples of decisions and practices that could help inform the LA/OC HMIS decision-making process. It is

available on the HUD website at:

<http://www.hud.gov/offices/cpd/homeless/hmis/implementation/whatworks.pdf>.

F. New TA Contract 2004-2006

HUD signed a new two-year, \$3 million TA contract with The QED Group on December 31, 2003 to continue to assist CoC communities to move from the planning stage toward HMIS implementation, data collection, and analysis. The QED Group, a woman-owned small business located in Washington D.C., will partner with experienced professionals from the Urban Institute, Abt Associates, and the University of Massachusetts Center for Social Policy to:

- Achieve wide-spread buy-in from CoCs and homeless service providers;
- Provide technical assistance in the extraction, integration, and reporting of client-level and program-level data;
- Facilitate a comprehensive understanding of the benefits of implementing an HMIS system;
- Encourage local, regional, and national networking for data sharing and integration; and
- Address the privacy and security issues that affect service providers, CoCs, and the homeless.

The QED Group workplan will build upon and expand on previous HMIS TA efforts, including updates of the implementation and costs guides, and preparation of several special practical papers on HMIS implementation, operations and data analysis topics. On-site TA will be provided directly by QED staff with previous hands-on HMIS implementation experience or by consultants with HMIS experience. A variety of regional conferences and special interest forums will be conducted. The QED Group will work closely with the Annual Homeless Assessment Report research team (see below) on providing TA to 80 national sample sites. New vehicles for building networks and information sharing will be developed including an HMIS listserv that will be a primary mode of communication for a monthly e-newsletter, HMIS updates and HMIS publications.

IV. The Annual Homeless Assessment Report

A. Annual Homeless Assessment Report to Congress

Congress first directed HUD to collect data from a representative sample of existing local HMIS in the FY 1999 HUD Appropriations Act, for inclusion in an Annual Homeless Assessment Report (AHAR). Two years later, Senate Report 106-410 (prepared in conjunction with the 2001 HUD Appropriations Act) directed HUD:

“...to continue on an annual basis to provide a report on a nationally representative sample of data can be aggregated yearly to document the change in jurisdictions whose local MIS demographics of homelessness, demand for homeless assistance, to identify patterns in utilization of assistance, and to demonstrate the effectiveness of assistance.”

B. AHAR Research Project Objectives

The principle objectives of HUD's approach for preparing the AHAR are to:

- Build a nationally representative sample;
- Develop reporting standards and definitions;
- Assist communities in building HMIS capacity; and
- Collect HMIS reports from sample and other sites to produce the first AHAR by 2005.

C. AHAR Research Contract

In July 2002, HUD signed a three-year contract with Abt Associates Inc. to collect and analyze local HMIS data. Abt Associates Inc. subcontracted with the University of Pennsylvania's Center for Mental Health Policy and Research (forming the Abt/U Penn team) in order to develop the first Congressionally-mandated AHAR for Congress in 2005. The Abt/U Penn team has undertaken several tasks required to produce that Congressional report.

D. Selection of a Nationally Representative Sample of 80 Jurisdictions for the First AHAR

While every community with an HMIS will be expected to eventually provide data to HUD for the national report, a special nationally representative sample of jurisdictions has been developed to ensure that reliable information can be generated for the AHAR in the near term. The Abt/U Penn team has selected a representative sample of 80 jurisdictions (representing 71 Continuums of Care). The selected sites represent a national distribution of CDBG jurisdictions within CoCs and include: large central cities, medium-sized (>50,000 population) cities, urban counties and non-entitlement areas. These jurisdictions were selected to be representative of the entire nation and purposively include the largest cities with significant populations of homeless persons. *Notably, these jurisdictions were not selected based on their progress in implementing an HMIS.* (See Appendix B for the proposed stratified sampling frame and the final sample list.)

The Abt/U Penn team contacted the CoCs that represent the 80 jurisdictions in the sample to discuss the research, assess each CoC's progress in HMIS implementation, and determine their willingness to participate in the AHAR sample. If a jurisdiction was unable or unwilling to provide data, another jurisdiction was substituted using the original sampling criteria. The selection process and invitation process was completed in May 2003. Four jurisdictions declined to participate in the sample and were substituted with other willing participants. A detailed description of the research is contained in Frequently Asked Questions (FAQ) at: <http://www.hud.gov/offices/cpd/homeless/hmis/standards/hmisfaq.pdf>.

Participation in the HMIS sample offers a number of benefits. CoCs will be eligible for targeted technical assistance from a cadre of HMIS experts who can help with HMIS implementation, including selecting software packages, obtaining the buy-in of local service providers, and identifying funding sources. In addition, the sample sites that participated in a national conference in the summer of 2003 (discussed below) will receive technical assistance from the

Abt/U Penn team on how to use HMIS data effectively to produce reports that will be helpful for local planning and the preparation of grant applications.

E. National HMIS Data Standards

1. Proposed Notice Published July 22, 2003:

The Abt/U Penn team assisted the Department in developing a draft HMIS Data and Technical Standards Notice that will guide HMIS data collection across the country. The proposed Notice reflects a comprehensive effort of consultation with Federal agencies implementing homeless programs, State and local governments, Continuum of Care agencies experienced in implementing an HMIS, major advocacy groups, and leading academic and national experts on homelessness. HUD convened over 50 representatives from these organizations for a two-day session on the standards in late August 2002. The expert panel discussed the results of a review of existing Federal program reporting data elements and definitions as well as sensitive issues dealing with client consent, data confidentiality and security.

In late September 2002, the Abt/U Penn team provided HUD with a draft set of standards reflecting the conference deliberations. This draft was circulated to several Federal agencies and key HMIS and homeless research experts. The Abt/U Penn team provided HUD with a second draft at the end of October 2002, followed by a third draft of the standards reflecting HUD comments. HUD and Abt/U Penn convened another review session with a subset of leading HMIS experts for a two-day intensive review session in early February 2003. The fourth draft of the standards, reflecting extensive comments from the HMIS expert panel, was provided to HUD in late March; after clearance at HUD and OMB it was published on July 22, 2003.

The draft notice was divided into five sections.

Section 1, the Introduction, presented background information on Congressional direction on improving homeless data collection and analysis at the local and national levels and specific statutorily based programmatic and planning requirements for addressing homeless needs. This section also described HUD's major policy decisions regarding HMIS and the benefits of developing an HMIS for: homeless persons; local homeless assistance providers; CoCs; and national policy makers.

Section 2, the Universal Data Elements, described the data elements that are to be collected from all clients served by all homeless assistance programs reporting to the HMIS. Universal data elements (including name, date of birth, race, ethnicity, and veteran status) are needed for CoCs to understand the basic dynamics of homelessness in their communities and for HUD to meet Congressional direction to: develop unduplicated counts of homeless service users at the local level; describe their characteristics; and identify their use of homeless assistance and mainstream resources.

Section 3, the Program-specific Data Elements, described program-specific data elements many of which are required for HUD McKinney-Vento Act grantees and sponsors to complete Annual Progress Reports (APRs). In the future HUD intends to use HMIS data as a basis for completing APRs.

Section 4, Standards for Data Confidentiality and Security, and Section 5, Technical Standards, described how data are to be safeguarded and the requirements for HMIS applications and for the entities that are responsible for storing HMIS data.

2. Public Comments on the Proposed Notice

The 60-day public comment period for the proposed rule closed on September 22, 2003. HUD received over 700 pages of comments on the proposed notice from 167 commenters, representing a variety of organizations and entities. Comments were received from: members of CoCs and homeless service providers; disability and domestic violence advocacy groups; homeless and low-income housing advocacy organizations; HMIS software vendors; legal and privacy organizations; federal, state, county and city government agencies; a public housing authority; consulting firms and research organizations; academia; and the general public. Overall, more than 1,600 distinct comments on the proposed notice were reviewed.

The comments expressed a wide range of viewpoints reflecting the diversity of organizations that will be implementing the standards. Very few commenters expressed unqualified support for, or opposition to, the proposed notice. Instead, many commenters mixed broad statements of support with criticisms of specific provisions in the notice. The statements of support frequently commended HUD for issuing the proposed notice, stating that uniform data collection and technical standards will benefit homeless persons, the programs that serve them, and the policies designed to address homelessness. Some commenters wrote that accurate HMIS data will “improve services provided to homeless families and individuals,” help agency staff to “streamline referrals and coordinated case management,” and comprise “one of the cornerstones of a comprehensive program to prevent and end homelessness.” A few commenters urged HUD to expand the scope of the proposed notice by requiring all programs affected by the notice to share HMIS data, and some commenters recommended adding data elements or questions to the final notice.

The criticisms raised by the commenters generally focused on the data collection requirements and the privacy and security standards of the proposed notice. A number of commenters expressed concerns that the data collection requirements would be burdensome to program staff or invasive of client privacy. Some commenters believed the proposed requirements would take time away from service provision and potentially discourage clients from seeking services. Other commenters expressed concerns about the implication of the proposed notice for particular subpopulations. Some commenters took the position that the collection of disability-related information and other medical information violates fair housing or privacy laws and could lead to discriminatory housing practices. Several domestic violence groups were particularly concerned with the collection of personal identifying information, and stated that the privacy standards in the notice are inadequate to protect the safety of domestic violence victims. On the other hand, a number of commenters indicated that the security standards were overly prescriptive and costly to implement. A number of HMIS practitioner experts, individually and as a group, provided detailed comments on the data elements, major policy decisions, data elements and the privacy and technical standards.

HUD and the Abt/U Penn team completed a thorough analysis and summary of the comments. A comprehensive review of the proposed standards was undertaken by experts in privacy law

and HMIS practitioners were further consulted about issues and potential responses to the concerns raised by the comments.

The proposed Final Notice is in Departmental clearance and after OMB clearance, publication is expected in the Federal Register in late spring 2004. The Final Notice's preamble will include an exhaustive summary of the comments with HUD's specific responses to them.

F. Providing TA to Communities on the AHAR

1. National Meeting of HMIS Sample Sites

A national HMIS conference on the AHAR research project was held on July 14 and 15, 2003 at the National Conference Center in Lansdowne, Virginia. Two representatives from nearly every sample site attended (at HUD's expense) the two-day meeting. In addition, other categories of attendees were: one representative from each state and Puerto Rico that did not have a site in the research sample; representatives from experienced HMIS communities that were not part of the research sample; and representatives from various Federal agencies and national advocate groups. All together, there were over 200 attendees at the conference.

The conference consisted of sessions on: HUD implementation; HMIS data standards; AHAR research project; privacy and confidentiality issues; policy application of HMIS data; ensuring reliable HMIS data; and technical issues in obtaining accurate counts of the homeless with HMIS data. Breakout sessions by region were held to build networks and discuss issues and concerns. Conference attendees evaluated the conference as "very good". A number of specific questions raised during the conference resulted in the development of a list of Frequently Asked Questions (FAQs) regarding AHAR and HMIS activities and where to direct users to various sites on the HUD website:

<http://www.hud.gov/offices/cpd/homeless/hmis/standards/hmisfaq.pdf>.

2. TA Guide for CoCs on Local Uses of HMIS Data

A TA guide is being developed to assist CoCs in the collection and analysis of HMIS data to analyze the homeless population, improve homeless programs and service delivery and assess a community's progress toward the ultimate goal of eliminating homelessness. Topics to be covered in the guide will include: how HMIS data can help a community better understand homelessness; how HMIS data can be used to measure a community's progress in reducing homelessness; and how HMIS data may be linked with other local data sets to determine access to mainstream resources and programs and how many persons become homeless following discharge from local institutions such as hospitals, prisons and jails. The experience of communities with mature HMISs using their data will be described. In addition, alternative extrapolation techniques for using HMIS data are being tested in several communities, and the results will be presented in the guide. The guide is expected to be available in the summer of 2004.

3. Outreach to Sample Sites

The Abt/U Penn team will be contacting the sample sites regularly to document their progress in developing HMIS capacity to report for the AHAR and to answer any questions they have. Many

sample sites are in the process of developing their HMIS capacity and will be assisted with TA provided by The QED Group. A September/October 2003 survey of the sample sites revealed the level of HMIS implementation at that time:

- Sites in pre-planning phase 4%
- Planning and design (e.g., evaluating software) 34%
- Developing (e.g., purchased software and planning for implementation) 23%
- Semi-operational (e.g., some providers in the system, recruiting others to participate) 19%
- Operational/expanding (substantial provider coverage) 21%

The sites that do not have operating HMIS systems are working to develop this capacity as quickly as possible. More than two-thirds of sites are using or will use commercially available software products that will be quickly adapted to the new data standards. The overwhelming majority of sites have indicated that they expect a smooth transition to the standards. At the same time, all but the most experienced sites will need to concentrate their efforts initially on recruiting providers to participate in HMIS as well as ensuring good data quality.

G. Current Status of the HMIS Data and Technical Standards and AHAR

Following the release of the draft standards and a public comment period (July to September 2003), the standards are now being revised. Given HUD/OMB clearance requirements, the final notice will likely be issued in the spring of 2004. Thus, HUD cannot expect the sample sites to begin collecting data that is compliant with the standards until the summer of 2004, at the earliest. In order to keep to the original project schedule, we will need to rely on less than one year's worth of data for the first AHAR. Based on preliminary discussions with HUD's Abt/U Penn research team, HUD will propose to obtain reports from the sample sites based on up to three months of data, preferably for the period September to November 2004. An advantage of this timing for many sites is that their data will be reviewed and any problems can be addressed at an early stage of HMIS implementation.

Given the stage of HMIS implementation for most sites, the sites will focus on analyzing and reporting the universal data elements for the first AHAR (representing a total of ten data elements that are collected from homeless persons). These are the most basic data elements—including name, date of birth, gender, race, and ethnicity.¹ Once provider coverage and data quality have reached acceptable levels, HUD will consider collecting and analyzing a subset of program-specific data elements for the AHAR.

1. Expert Panel Input on Methodological Issues

There are several key methodological issues to address in developing the AHAR. A second expert panel convened on November 5, 2003 in Washington D.C. for an all-day discussion on significant research issues in preparing the AHAR. Over 40 participants attended the meeting, including several national advocates, academic/public policy experts, HMIS practitioners, and

¹ The research will also make use of several computer-generated data elements including program entry and exit date.

representatives from various Federal agencies. The expert panel focused on three key issues and provided important guidance on each.

Typology of Homeless Residential Programs. The panel provided guidance on nationally applicable definitions and standards for a homeless programs typology. The typology will be applied to local homeless facilities to enable jurisdictions to compute their coverage of beds by program type (emergency, transitional, permanent housing). Various factors distinguishing emergency shelters from transitional housing were discussed.

Specifications for National CoC Provider Inventory in HUD's SuperNOFA. The panel reviewed the information HUD currently collects through the SuperNOFA process and discussed possible changes. The panel addressed the usefulness and necessity of CoCs developing comprehensive inventories of residential housing for the homeless. A representative from the City of Seattle/King County planning agency presented information on its annual comprehensive inventory of emergency shelter, transitional and permanent supportive housing for homeless. The Housing Inventory specification contained in HUD's McKinney-Vento CoC application process was presented and suggestions for its improvement were discussed. This housing inventory is likely to play an important role in the extrapolation of information from local HMIS systems. The information on the housing inventory may supplement HMIS data to be reported in the AHAR.

Extrapolation Methods and Criteria for Minimum Bed Coverage. The panel discussed several extrapolation techniques and recommended additional testing in other jurisdictions to determine the most accurate extrapolation approach. Extrapolation techniques are likely to be needed in local as well as national analysis of HMIS data because some emergency and transitional shelters may not choose to participate in a local HMIS. The results of the extrapolation testing will be provided in the TA guide for local use of HMIS data.

2. Proposed Format and Content for the AHAR

The first AHAR will be prepared for Congress in 2005. The report will be based on HMIS data to be collected from a representative sample of 80 jurisdictions from across the country and other jurisdictions with suitable data. The HMIS data will be collected in aggregate form from the AHAR sites using Excel table shells. In requesting data for the first AHAR, HUD will balance the goal of providing a thorough national report on homelessness in the United States with several practical realities including: limited but growing HMIS capacity at the local level; the projected release date of the final HMIS data and technical standards; and the reporting burden that this project presents for communities.

3. AHAR Data Reporting Burden

HUD's goal is to maximize the participation of sample sites and CoCs in AHAR data collection for the first report and beyond. The primary way to accomplish this is to keep the AHAR data collection burden as minimal as possible, particularly as communities focus on increasing provider participation and improving data quality. This can be achieved by thoughtful consideration of the amount of data requested, as well as the data analysis and processing steps that the sample sites will be required to complete.

With this in mind, HUD will ask sample sites to complete approximately ten to twelve tables for the first AHAR. The draft tables will be “pilot tested” at a few sample sites to determine what types of problems local staff may encounter in completing them. While we are not concerned about tables that involve simple counts, we want to make sure that local staff can readily complete tables requiring data manipulation. We will finalize the site-level table shells after this pilot test.

HUD also plans to disseminate hard copies of the table shells soon after they are finalized. An Excel version of the table shells will be developed with automated calculations and consistency checks to make accurate completion of the tables as simple as possible for the sites. Ongoing technical assistance will be provided by telephone to help sites with data collection and analysis issues. An in-person visit is planned to each site to provide hands-on assistance to complete the data shells.

HUD is not encouraging submission of client-level data in lieu of completed table shells because it is beneficial for local HMIS staff to develop the capability to manipulate the data themselves and will ensure a more efficient data collection process for future AHARs. However, if a site requests, we will accept client-level data and complete the table shells for the first AHAR. In this case, a Memorandum of Understanding would be developed between the research team and the site describing the approved uses of the data and privacy and data confidentiality procedures. Every effort will be made through our outreach activities to help these sites build the capacity to complete the tables in future years.

4. Draft AHAR Outline

This section presents an overall outline for the first AHAR. In general, the AHAR is organized around five main questions:

- *How many people are homeless in the United States at some time during the study period?* The question will be addressed by obtaining an unduplicated count of persons who use homeless services, such as emergency shelters, transitional housing, street outreach, or supportive services for people who are homeless.
- *Who uses homeless services?* The research team will look at types of households and demographic characteristics and compare the users of homeless services with the U.S. population and those living in poverty.
- *Where do people who use homeless services live?* The research team proposes to address this question by looking at different regions of the country, different types of jurisdictions (e.g., central cities versus suburbs), and at different prior living situations. With the exception of prior living situation, we will compare the locations of homeless service users to the general and poverty populations.
- *What are the patterns of homeless service use for different types of users?* The research team plans to describe the numbers of homeless single adults, persons in households with children, and unaccompanied youth using different types of housing and services. It will also discuss the average length of stay in shelters for different types of users, as well as the typical number of service encounters and service days.

- *Who lives in permanent supportive housing?* The research team will examine the characteristics of homeless persons who reside in these facilities and compare these to the characteristics of the overall homeless population.

V. Implementing a Homeless Client-Level HUD McKinney-Vento Program Reporting System

As a part of its overall strategy, HUD proposed assessing the technical feasibility of receiving client-level reporting on homeless client characteristics and outcomes through the Annual Progress Report (APR) for each of its several thousand CoC projects. HUD sought to assess the technical issues and program implications of client-level reporting from its grantees, including but not limited to, the following: proposed alternatives, their costs for HUD and grantees, implementation advantages and disadvantages, issues of confidentiality, and the use of HMISs to provide client-level APR reporting.

A. Client Level Reporting in HUD Homeless Programs

HUD has concluded that the HMIS initiative will include no federal effort to track homeless people and their identifying information beyond the local level. HUD has no plans to develop a national client-level database with personal identifiers of homeless service users, having concluded that such plans would create serious impediments to provider participation in local HMISs and client use of local services. This consideration was weighed against the advantages of a national database with personal identifiers that could be used to more accurately identify mainstream service use by homeless persons and analyze data on the characteristics of homeless persons nationwide. It was decided that these objectives could be accomplished through analysis of de-identified HMIS data compiled from CoCs across the country.

HUD has also decided that it will not seek client-level data in APRs submitted by CoC grantees or by recipients of HUD's Emergency Shelter Grants program assistance.

B. Standardizing HUD Reporting and Coordination with Other Federal Agencies

HUD will undertake a comprehensive review of its current APR and Emergency Shelter Grants reporting under the Integrated Disbursement and Information System (IDIS) with a goal of making the reporting of client information across these programs more effective and more standardized where possible. HUD will continue efforts started during the development of the HMIS Data Standards to coordinate its reporting standards with other Federal agencies that serve homeless persons under the McKinney-Vento Act.

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Appendix A:

**HMIS Trainings (T), Technical Assistance (TA) and Conference Events (C)
October 2002-March 2004**

State	Location/Event Type	Date	Status/(CoCs served)
NEW ENGLAND REGION			
Connecticut	Meriden (T)	2/26/02	Completed (11)
	North Haven (C)	11/13/02	Completed (11)
Maine	Augusta (T)	12/4-5/02	Completed (3)
	Portland (CI/TA)	1/14/03	Completed (3)
Massachusetts	Lowell (T)	1/16/03	Completed (12)
	Attleboro (TA)	12/12/03	Completed (1)
New Hampshire	Manchester (CI/TA)	3/25/2003	Completed (3)
Rhode Island	Providence (T)	6/25/02	Completed (1)
	Providence (CI)	3/14/03	Completed (1)
Vermont	Waterbury (T)	7/16/02	Completed (4)
	White River Junction (CI)	8/11/03	Completed (4)
	Waterbury (TA)	8/19/03	Completed (4)
NEW YORK/NEW JERSEY REGION			
New York	Rochester (T)	4/12/02	Completed (5)
	Saratoga Springs (T)	5/9/02	Completed (6)
	Long Island (TA)	5/21/02	Completed (2)
	Orange County (T)	5/22/02	Completed (1)
	New York City (T)	7/23/02	Completed (1)
	NYC Center for Urban Community Services	9/2002	Completed (1)
	Orange County (TA)	10/8/02	Completed (1)
	Rockland County (TA)	10/8/02	Completed (1)
	Nassau/Suffolk County (TA)	10/9/02	Completed (1)
	Syracuse (TA)	11/20/02	Completed (12)
	Albany (TA)	12/3/02	Completed (1)
	New York City (TA)	1/13/03	Completed (1)
	New York City (TA)	4/1-2/03	Completed (1)
	Ulster County (TA)	5/19/03	Completed (1)
	Auburn (C)	10/6/03	Completed (13)
	New York City (CI)	1/04	Completed (1)
	New York City (TA)	1/26/04	Completed (1)
Syracuse/Clay/Onondaga County (TA)	2/4/04	Completed (1)	
New Jersey	Newark (T)	4/22/02	Completed (9)
	Newark (TA)	1/9-10/03	Completed (1)
	Trenton (TA)	3/10-11/03	Completed (5)
	Bergen County (Phone TA)	10/2/03	Completed (1)
	Bergen County (TA)	3/1/2004	Completed (1)
	Brick (TA)	1/9/03	Completed (1)
	Camden (TA)	2/3/04	Completed (1)
MID-ATLANTIC REGION			
Delaware	Wilmington (TA)	9/17-18/02	Completed (1)
	Wilmington (T-201)	4/3-4/2003	Completed (1)
Washington DC National	COSCD (C)	11/13-15/02	Completed (16)
Maryland	Ann Arundel (T)	5/2/02	Completed (14)
	Baltimore (C)	6/20-21/02	Completed (4)
	Baltimore (TA)	12/18/02	Completed (1)
	Baltimore (TA)	1/17/2003	Completed (1)
	Baltimore (TA for State)	4/8/2003	Completed (1)
	Montgomery County (Phone TA)	12/03	Completed (1)
	Columbia	3/3/04	In process

State	Location/Event Type	Date	Status/(CoCs served)
Pennsylvania	Pittsburgh (T)	5/2/02	Completed (7)
	Philadelphia (T)	5/23/02	Completed (7)
	Pittsburgh (T-201)	3/12-13/2003	Completed (11)
	Erie County (TA)	4/11/03	Completed (1)
	Harrisburg (T)	6/3-4/03	Completed (8)
	Philadelphia (TA)	12/10/03	Completed (1)
	Harrisburg (Meeting)	12/03	Completed (1)
	Westmoreland County (Meeting)	1/23/04	Completed (1)
Virginia	Richmond (T)	5/2/02	Completed (6)
	Arlington (T)	6/25/02	Completed (5)
	Roanoke (C)	9/11-13/02	Completed (16)
	Charlottesville (Phone TA)	11/2002	Completed (1)
	Hampton (TA)	2/04	In process
West Virginia	Charleston (T)	5/16/02	Completed (5)
	Charleston (T-201)	2/19-20/2003	Completed (4)
	Wheeling (TA)	June 2003	In process
SOUTHEAST/CARIBBEAN REGION			
Alabama	Birmingham (T)	1/29/02	Completed (6)
	Birmingham (T for all AL)	1/15/03	Completed (6)
	Birmingham (TA for S. AL)	1/16/03	Completed (4)
	Birmingham (TA Pham only)	1/16/03	Completed (1)
	Huntsville (TA for N. AL)	2/4/2003	Completed (1)
	Mobile (TA)	3/10/03	Completed (1)
	Montgomery (TA)	3/11/03	Completed (1)
	Montgomery (TA)	9/23-9/24/03	Completed (1)
	Mobile (TA)	3/2004	Completed (1)
	Orange Beach C)	11/13-11/14/03	Completed (6)
Caribbean (Puerto Rico/USVI)	Aguadilla, PR (TA)	2/19/04	Completed (1)
	San Juan, PR (TA)	2/23/04	Completed (1)
	ASSMCA of PR	3/1/04	Completed (1)
	Caguas, PR (TA)	3/2/04	Completed (1)
	Cayey PR (TA)	3/3/2004	Completed (1)
	San Juan, PR (C)	4/4-5/02	Completed (1)
	San Juan, PR (T)	5/2/02	Completed (1)
	Caguas, PR (T)	6/6/02	Completed (1)
	Ponce, PR (TA)	6/12/02	Completed (1)
	St. Croix, USVI (T)	8/29/02	Completed (1)
	St Thomas, USVI (T)	8/30/02	Completed (1)
	Aguadilla, PR (T)	12/11/2002	Completed (1)
	Ponce, PR (T-101)	3/26/03	Completed (1)
	Mayaguez, PR (T-101)	2/11/04	Completed (1)
	Aguadilla, PR (TA)	3/19/03	Completed (1)
	Aguadilla, PR (T-201)	4/9/03	Completed (1)
	BoS, PR (T-101)	4/29/03	Completed (4)
	St. Thomas, USVI (T-201)	5/29-5/30/03	Completed (1)
	St. Croix, USVI (T-201)	6/5-6/6/03	Completed (1)
	BoS, PR (TA)	6-7/03	Completed (1)
Yabucoa, PR (TA)	7/3/03	Completed (1)	
Cayey, PR (TA)	7/3/03	Completed (1)	
Ponce, PR (TA)	9/25/03	Completed (1)	
Florida	Naples (T)	7/9/02	Completed (2)
	Key West (T)	7/11/02	Completed (1)
	Pinellas County (T)	7/26/02	Completed (1)
	Tallahassee (T)	8/16/02	Completed (5)
	Orlando (C)	10/7-8/02	Completed (12)
	Miami (C)	11/13-15/02	Completed (12)
	Lee County (TA)	3/3/03	Completed (1)
	Gainesville (T-201/TA)	3/20-21/03	Completed (6)
	Sarasota (T-201/TA)	3/27-28/03	Completed (6)
	Tallahassee (T-201/TA)	4/2/03	Completed (6)

State	Location/Event Type	Date	Status/(CoCs served)
	Ft. Lauderdale (T-201/TA)	4/10–11/003	Completed (6)
	Orlando (C)	10/20-10/21-03	Completed (6)
	Miami (Meeting)	1/5/04	Completed (1)
	Polk County (TA)	2/5/04	Completed (1)
Georgia	Atlanta (C)	10/30-31/01	Completed (8)
	Atlanta (NCSHA Conf.)	5/3–6/2003	Completed (8)
	Augusta (Meeting)	12/1/03	Completed (1)
Kentucky	Louisville (T)	6/6/02	Completed (4)
	Louisville (T-201)	TBD	Completed (4)
Tennessee	Murfreesboro (T)	3/14/02	Completed (5)
	Nashville (TA)	3/15/02	Completed (2)
	Knoxville (T)	3/20/02	Completed (5)
	Knoxville (TA)	9/30/02	Completed (1)
	Murfreesboro (TA)	12/4/02	Completed (1)
Mississippi	Gulf Coast (TA)	3/2/04	Completed (1)
	Jackson (T)	4/9/02	Completed (4)
	Gulfport (T-201)	5/1/03	Completed (3)
	BoS (TA)	10/23/03	Completed (1)
	Hattiesburg (TA)	10/24/03	Completed (1)
	Gulf Coast CoC (TA)	10/27/03	Completed (1)
	Jackson (TA)	10/28/03	Completed (1)
North Carolina	Greensboro (T)	3/12/02	Completed (12)
	Raleigh (C)	12/2-3/02	Completed (12)
	BoS (phone TA)	12/03	Completed (1)
South Carolina	Greenville (C)	9/19–20/02	Completed (6)
	Columbia (TA)	2/6/03	Completed (3)
	Florence (TA)	2/24/03	Completed (3)
	Statewide Conference	2/5/04	Completed (5)
MIDWEST REGION			
Ohio	Cincinnati (TA)	2/11/02	Completed (1)
	Columbus (C)	4/22-24/02	Completed (4)
	Columbus (T)	5/22/02	Completed (4)
	Granville (T-201)	3/13/2003	Completed (8)
Illinois	Springfield (T)	4/23/02	Completed (22)
	Chicago (T)	4/24-25/02	Completed (22)
	Springfield (T/TA)	3/10–11/03	Completed (10)
	Chicago (T/TA)	3/13–14/03	Completed (7)
	Chicago (TA)	Ongoing	Completed (1)
	Cook County (TA)	11/12-11/15/03	Completed (1)
	Rockford (Phone TA)	11/03	Completed (1)
	Springfield (TA)	2/24/03	Completed (1)
Indiana	Indianapolis (T)	3/21/02	Completed (19)
	Indianapolis (TA)	1/7/03	Completed (7)
	Indianapolis (TA)	10/27-10/28/03	Completed (1)
Michigan	Lansing (TA)	2/5/02	Completed (20)
	Lansing (T)	3/21/02	Completed (20)
	Lansing (C)	6/10-12/02	Completed (3)
	Lansing (TA)	10/7-8/02	Completed (1)
	Lansing (TA)	1/13/03	Completed (1)
	Detroit (T)	9/22-9/23/03	Completed (1)
Minnesota	Minneapolis (T)	3/21/02	Completed (10)
	St. Cloud (TA)	8/26/02	Completed (9)
	Minneapolis (C)	10/2-5/02	Completed (2)
	Minneapolis (C)	10/2-5/02	Completed (2)
Wisconsin	Madison (TA-CI)	4/4/03	Completed (4)
	Madison (CI)	7/21/03	Completed (4)

State	Location/Event Type	Date	Status/(CoCs served)
SOUTHWEST REGION			
Arkansas	Little Rock (T)	3/20/02	Completed (6)
	Little Rock (C)	9/26-27/02	Completed (8)
	Little Rock (T-201)	3/4/2003	Completed (5)
Texas	Corpus Christi (T)	11/6/01	Completed (10)
	Brownsville (T)	5/14-15/02	Completed (5)
	Beaumont (T)	7/9/02	Completed (3)
	Arlington (T)	8/9/02	Completed (7)
	El Paso (T)	9/18/02	Completed (2)
	Houston (C)	11/5/02	Completed (1)
	Brownsville (T-201)	5/30/03	Completed (3)
	Dallas (T-201)	5/9/2003	Completed (8)
	Houston (T-201)	4/25/03	Completed (2)
	Houston (Meeting)	12/8/03	Completed (1)
	Dallas (Meeting)	12/8/03	Completed (1)
	El Paso (Meeting)	12/8/03	Completed (1)
New Mexico	Albuquerque (T)	5/21/02	Completed (2)
	Albuquerque (C)	8/7-9/02	Completed (2)
	Albuquerque (T-201)	4/25/03	Completed (2)
Oklahoma	Oklahoma City (T-201)	3/17/03	Completed (3)
	Tulsa (T-201)	3/19/03	Completed (3)
Louisiana	Slidell (Phone TA)	9/03-10/03	Completed (1)
	Whole State (Phone TA)	2/17-2/18/04	Completed (10)
	Whole State (TA)	3/9/04	Completed (10)
GREAT PLAINS REGION			
Iowa	TBD	TBD	TBD
Kansas/Missouri	Kansas City, KS (T)	6/10/02	Completed (8)
	Columbia, MO (T)	6/18/02	Completed (8)
	Jefferson City, MO (TA)	9/16/02	Completed (8)
	Wichita, KS (C)	11/14/02	Completed (5)
	Columbia, MO (T)	6/3-4/03	Completed (8)
Nebraska	Grand Island (T)	4/25/02	Completed (6)
	Grand Island (T/201)	12/11/02	Completed (6)
ROCKY MOUNTAINS REGION			
Colorado	Denver (T)	5/2-3/02	Completed (9)
	Denver (TA)	7/23-24/02	Completed (3)
	Denver (C)	8/20/03	Completed (9)
	Denver (T-201)	10/20/03	Completed (6)
	Adams County (TA)	10/21/03	Completed (1)
Montana	Helena (TA)	12/11-12/02	Completed (1)
	Helena (TA)	3/1-2/04	Completed (1)
North Dakota	Devil's Lake (TA)	10/28/02	Completed (1)
South Dakota	Pierre (TA)	11/21/02	Completed (1)
Utah	Salt Lake City (T)	3/21/02	Completed (3)
	Salt Lake City (TA)	7/31/02	Completed (3)
Wyoming (High)	Cheyenne (TA)	4/21/03	Completed (1)
	Casper (TA)	3/4/04	(Completed (1)
PACIFIC/HAWAII REGION			
Arizona	Phoenix (T)	11/15/01	Completed (3)
	Phoenix (T/TA)	2/24-25/2003	Completed (6)
California	Oakland (T)	11/16/01	Completed (21)
	Pasadena (T)	2/11/02	Completed (1)
	Los Angeles (TA)	2/12/02	Completed (1)
	San Francisco (TA)	2/13/02	Completed (10)
	San Francisco (TA)	4/16/02	Completed (10)
	Los Angeles (TA)	9/18-20/02	Completed (2)
	Los Angeles (C)	10/1-6/02	Completed (1)
	San Francisco (TA)	10/17/02	Completed (1)
	Kern County (TA)	11/12-13/02	Completed (4)

State	Location/Event Type	Date	Status/(CoCs served)
	Riverside/San Bernardino (TA)	11/14-15/02	Completed (3)
	Santa Barbara (TA)	12/16/2002	Completed (5)
	San Bernadino (TA)	1/17/2003	Completed (1)
	Redding (Phone TA)	6/03	Completed (1)
	Redding (TA)	8/5-8/6/03	Completed (1)
	San Francisco (TA)	9/17/03	Completed (1)
	Sacramento (T)	10/23/03	Completed (6)
	Berkeley (Phone TA)	10/03	Completed (1)
	Los Angeles Area (TA)	Ongoing	In process (5)
	Moreno Valley (TA)	2/26/04	Completed (1)
	Seaside, CA (TA/CI)	2/17/18/04	Completed (1)
Hawaii/Guam	Honolulu (T)	4/24-25/02	Completed (4)
	Honolulu (T)	2/11-12/2003	Completed (3)
Nevada	Clark County/Las Vegas (Assessment)	1/30/04	Completed (1)
	Clark County/Las Vegas (Assessment)	2/10/04	Completed (1)
NORTHWEST/ALASKA REGION			
Alaska	Anchorage (TA)	10/10-11/02	Completed (2)
Idaho	Boise (T/TA)	TBD	In process
Oregon	Portland (T)	10/23/01	Completed (10)
	Portland (T-201)	2/12-13/2003	Completed (8)
Washington State	Seattle (T)	10/22/01	Completed (9)
	Seattle (TA)	1/29-30/02	Completed (1)
	Wenatchee (T)	5/7/02	Completed (7)
	Wenatchee (C)	5/8/02	Completed (7)
	Seattle (TA)	2/26-27/2003	Completed (3)
	Seattle (TA)	11/7/03	Completed (1)

Appendix B

List of 80 Communities Participating in the Annual Homeless Assessment Report

	Sample Site	Type of Location	State	Continuum of Care
Midwest				
1	CHICAGO	Central City	IL	Chicago CoC
2	DETROIT	Central City	MI	City of Detroit CoC
3	CLEVELAND	Central City	OH	Cuyahoga County/Cleveland CoC
4	ST PAUL	Central City	MN	St. Paul/Ramsey County CoC
5	LANSING	Central City	MI	Lansing, East Lansing/Ingham County CoC
6	ROCHESTER	Central City	MN	Southeast/South Central MN Regional CoC
7	SPRINGFIELD	Central City	OH	Ohio Balance of State
8	COUNCIL BLUFFS	Central City	NE	City of Omaha
9	LANCASTER	Central City	OH	Ohio Balance of State
10	MOORHEAD	Central City	MN	West Central Minnesota CoC
11	FARMINGTON HILLS	City >50,000	MI	Oakland County CoC
12	WASHTENAW COUNTY	Non-Entitlement	MI	Washtenaw County/Ann Arbor CoC
13	PUTNAM COUNTY	Non-Entitlement	OH	Ohio Balance of State
14	FOREST COUNTY	Non-Entitlement	WI	State of Wisconsin CoC
15	NORMAN COUNTY	Non-Entitlement	MN	Northwest Minnesota CoC
16	COOK COUNTY	Urban County	IL	Cook County CoC
17	HENNEPIN COUNTY	Urban County	MN	Minneapolis/Hennepin County CoC
18	MACOMB COUNTY	Urban County	MI	Macomb County CoC
19	WASHINGTON COUNTY	Urban County	MN	Washington County CoC
Northeast				
20	NEW YORK CITY	Central City	NY	New York City Coalition/CoC
21	PHILADELPHIA	Central City	PA	City of Philadelphia
22	BOSTON	Central City	MA	City of Boston
23	HARTFORD	Central City	CT	Hartford CoC
24	CAMDEN	Central City	NJ	Camden City/Camden County
25	NIAGARA FALLS	Central City	NY	Niagara County CoC
26	ATTLEBORO	Central City	MA	Greater Attleboro and Taunton CoC
27	GLENS FALLS	Central City	NY	Saratoga County - City of Saratoga Springs
28	ISLIP TOWN	City >50,000	NY	Suffolk County CoC Group
29	BRICK TOWNSHIP	City >50,000	NJ	Ocean County CoC
30	STRATFORD	City >50,000	CT	Bridgeport CoC
31	CHITTENDEN COUNTY	Non-Entitlement	VT	Chittenden County
32	LYCOMING COUNTY	Non-Entitlement	PA	Central-Harrisburg Region of Pennsylvania
33	SNYDER COUNTY	Non-Entitlement	PA	Central-Harrisburg Region of Pennsylvania
34	BERGEN COUNTY	Urban County	NJ	Bergen County
35	WESTMORELAND COUNTY	Urban County	PA	Westmoreland County
36	ONONDAGA COUNTY	Urban County	NY	Syracuse/Clay/Onondaga County CoC
South				
37	HOUSTON	Central City	TX	Houston/Harris County
38	DALLAS	Central City	TX	Dallas Homeless CoC
39	WASHINGTON	Central City	DC	District of Columbia Homeless Services

List of 80 Communities Participating in the Annual Homeless Assessment Report

	Sample Site	Type of Location	State	Continuum of Care
40	EL PASO	Central City	TX	El Paso CoC
41	ATLANTA	Central City	GA	Atlanta Tri- Jurisdictional
42	AUGUSTA-RICHMOND	Central City	GA	Augusta-Richmond County
43	PORTSMOUTH	Central City	VA	Portsmouth CoC
44	WILMINGTON	Central City	DE	CoC Delaware
45	BOSSIER CITY	Central City	LA	Northwest Louisiana
46	SARASOTA	Central City	FL	Sarasota/Mantee CoC
47	HATTIESBURG	Central City	MS	Mississippi Balance of State CoC
48	SLIDELL	Central City	LA	Slidell/Livingston/St. Helena
49	DELTONA	City >50,000	FL	Volusia County CoC
50	MIDWEST CITY	City >50,000	OK	State of Oklahoma
51	HARDIN COUNTY	Non-Entitlement	KY	Commonwealth of Kentucky CoC
52	OCONEE COUNTY	Non-Entitlement	GA	Georgia CoC
53	MACON COUNTY	Non-Entitlement	GA	Georgia CoC
54	HUMPHREYS COUNTY	Non-Entitlement	MS	Mississippi Balance of State CoC
55	MONTGOMERY COUNTY	Urban County	MD	Montgomery County, Maryland
56	POLK COUNTY	Urban County	FL	Polk/Hardee/Highlands County CoC
57	CHESTERFIELD COUNTY	Urban County	VA	Richmond CoC
58	MARION COUNTY	Urban County	FL	Ocala/Marion County CoC
West				
59	LOS ANGELES	Central City	CA	County of Los Angeles, Ca
60	PHOENIX	Central City	AZ	Maricopa CoC
61	SAN DIEGO	Central City	CA	City of San Diego Consortium
62	SAN FRANCISCO	Central City	CA	City and County of San Francisco
63	SEATTLE	Central City	WA	Seattle-King County CoC
64	FRESNO	Central City	CA	Fresno/Madera CoC
65	MODESTO	Central City	CA	Stanislaus County Housing & Support Services Collaborative
66	PASADENA	Central City	CA	City of Pasadena CoC
67	BILLINGS	Central City	MT	State of Montana CoC
68	GREAT FALLS	Central City	MT	State of Montana CoC
69	FLAGSTAFF	Central City	AZ	Rural Arizona CoC
70	SEASIDE	Central City	CA	County of Monterey
71	MORENO VALLEY	City >50,000	CA	County of Riverside
72	MISSION VIEJO	City >50,000	CA	County of Orange, Ca
73	PICO RIVERA	City >50,000	CA	County of Los Angeles, Ca
74	SKAGIT COUNTY	Non-Entitlement	WA	State of Washington CoC
75	ADAMS COUNTY	Non-Entitlement	WA	State of Washington CoC
76	CROWLEY COUNTY	Non-Entitlement	CO	State of Colorado
77	LOS ANGELES COUNTY	Urban County	CA	County of Los Angeles, Ca
78	CLARK COUNTY	Urban County	NV	Southern Nevada CoC
79	ADAMS COUNTY	Urban County	CO	The Metropolitan Denver Homeless Initiative
80	MARIN COUNTY	Urban County	CA	Marin County