

## 2016 HUD Evaluation Report Guide

In an effort to simplify the Evaluation process and reduce the amount of time needed to complete submission, the HMTV Committee approved the use of a custom report from HMIS to gather all data needed for the 2016 Evaluation Instrument. Additionally, as we move forward with implementing the most recent Program Models Chart by incorporating these outcomes into the Project Performance and Consumer Outcomes section, the committee found that the 625 HUD CoC APR would no longer adequately capture all data needed for the Evaluation process. **Projects are required to run the 2016 HUD Evaluation Report for the reporting period of January 1, 2015 to December 31, 2015 (the report should automatically prompt with the correct dates)**. DV projects not using HMIS should calculate these questions using the descriptions below and will be scored on Agency Self-Report (verified with APR).

The 2016 HUD Evaluation Report is an ART Report and therefore can only be run by your Agency Technical Administrator (ATA). Instructions for running this report can be found on the [HMIS Helpdesk](#), if needed.

This report provides agencies with all HMIS data required information needed to fully complete the Evaluation Instrument, including:

Project Component	Threshold	Q1: Bed Utilization
Project Component	System Priorities	Q1: Serving Chronically Homeless Persons
Project Component	Project Performance and Consumer Outcomes	Interim Housing Q2-4 PHwSS Q5-6 Youth TH (Project Based) Q8-9 PSH & SH Q11-12 Engagement Services Q14 RRH Q16-17 All Projects Q19-20

Project Component Section	Question	Calculation and Additional Information
Threshold	Q1: Bed Utilization	Total Persons with a current Entry at each Point In Time (January, April, July, October) divided by the Total Beds available at Full Capacity <sup>i</sup> AND Average for full 2015 year (Sum of the length of stay of each client during reporting year divided by the product of the total number of beds and 365)
System Priorities	Q1: Serving Chronically Homeless Persons	Total Persons with a current Entry during reporting period who meet the HUD definition of Chronically Homeless <sup>ii</sup> divided by Total Persons with an Entry during reporting period
Project Performance and Consumer Outcomes	Interim Housing Q2	Total Persons Exiting to permanent destination <sup>iii</sup> within 180 days of Entry divided by Total persons exiting during reporting period (Leavers)
Project Performance and Consumer Outcomes	Interim Housing Q3	Total Persons (Adults) served (stayers and leavers) during reporting period, without any source of income at Entry, who obtained employment income <sup>iv</sup> divided by Total Persons (Adults) served (stayers and leavers) in reporting period without any source of income at Entry
Project Performance and Consumer Outcomes	Interim Housing Q4 <i>(Not Scored – Informational)</i>	Total Persons Exiting to permanent destination <sup>iii</sup> within 120 days of Entry divided by Total Persons Exiting during reporting period (Leavers)
Project Performance and Consumer Outcomes	PHwSS Q5	Total Persons Exiting to permanent destination <sup>iii</sup> within two years (24 months) of Entry divided by Total Persons Exiting during reporting period (Leavers)
Project Performance and Consumer Outcomes	PHwSS Q6	Total Persons (Adults) served (Stayers and Leavers) in reporting period, without any source of income at Entry, who obtained employment income <sup>iv</sup> divided by Total Persons (Adults) served (stayers and leavers) in reporting period without any source of income at Entry

Project Component Section	Question	Calculation and Additional Information
Project Performance and Consumer Outcomes	Youth TH (Project Based) Q8	Total Persons Exiting to permanent destination <sup>iii</sup> divided by Total persons Exiting during reporting period (Leavers)
Project Performance and Consumer Outcomes	Youth TH (Project Based) Q9	Total Persons (Adults) Exiting with Earned Income divided by Total Leavers (Adults)
Project Performance and Consumer Outcomes	PSH & SH Q11	Total Persons remaining in Permanent Housing for at least 365 days from Entry date <sup>v</sup> divided by Total Persons with an Entry before reporting year (Stayers) and Total Persons with an Exit during the operating year (Leavers) <sup>vi</sup>
Project Performance and Consumer Outcomes	PSH & SH Q12	Total Persons Exiting to permanent destination <sup>iii</sup> divided by Total persons exiting during reporting period (Leavers)
Project Performance and Consumer Outcomes	Engagement Services (SSO) Q14	Total Persons Exiting to stable housing <sup>iii</sup> destinations divided by Total Persons exiting during reporting period (Leavers)
Project Performance and Consumer Outcomes	RRH Q16	Total Persons Exiting to permanent destination <sup>iii</sup> divided by Total persons exiting during reporting period.
Project Performance and Consumer Outcomes	RRH Q17	Total Persons remaining in PH <sup>vii</sup> at 6 month follow up divided by Total Persons exiting to PH <sup>iii</sup> within 6 months of start of reporting period (eligible for 6 month follow up during reporting period) <sup>viii</sup>
Project Performance and Consumer Outcomes	All Projects Q19	Total Persons (Adults) served (stayers and leavers) during reporting period, without any source of non-cash benefits at Entry, who obtained non-cash benefits <sup>ix</sup> divided by Total Persons (Adults) served (stayers and leavers) in reporting period without any source of non-cash benefits at Entry
Project Performance and Consumer Outcomes	All Projects Q20	Total Persons (Adults) maintaining or increasing income from any source <sup>x</sup> divided by Total Persons (Adults) served (Stayers and Leavers) in the reporting period.

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<sup>i</sup> Beds at Full Capacity are determined using Bed Inventory Lists, typically based on most recent Housing Inventory Count

<sup>ii</sup> A person would be considered meeting the definition of CH if the following conditions are met (in HMIS): disabling condition, homeless 4 or more times, or more than one year continuously

<sup>iii</sup> Permanent Destinations include: "Moved from one HOPWA funded project to HOPWA PH (HUD)"; "Owned by client, no ongoing housing subsidy (HUD)"; "Owned by client, with ongoing housing subsidy (HUD)"; "Permanent housing for formerly homeless persons (HUD)"; "Rental by client, no ongoing housing subsidy (HUD)"; "Rental by client, with GPD TIP subsidy (HUD)"; "Rental by client, with other ongoing housing subsidy (HUD)"; "Rental by client, with VASH subsidy (HUD)"; "Staying or living with family, permanent tenure (HUD)"; "Staying or living with friends, permanent tenure (HUD)"

<sup>iv</sup> "Obtain Employment" shown by: Entry data shows no source of income; Interim data (Stayers) or Exit data (Leavers) shows Earned Income (Employment)

<sup>v</sup> Total Persons (Stayers) who entered before reporting year and remained at end of reporting year; Total Persons (Leavers) who entered during the reporting period and exited prior to end of reporting period.

<sup>vi</sup> Note: This calculation DOES NOT INCLUDE those who entered during year and did not exit (Stayers less than 365 days).

<sup>vii</sup> Remaining in PH shown by: "Result of follow up" indicated as "Contacted client and client is in different housing unit of their own" or "Contacted client and client is in same housing unit for which they received RRH assistance"

<sup>viii</sup> Note: This calculation DOES NOT INCLUDE those who were not able to be reached, indicated by "Tried to contact client (multiple attempts) but could not reach"

<sup>ix</sup> "Obtained Non-cash benefits" shown by: Entry data shows no source of non-cash benefits; Interim (Stayers) or Exit data (Leavers) shows non-cash benefits.

<sup>x</sup> "Maintaining or Increasing income" shown by: Entry data shows income (any source) amount; Interim (Stayers) or Exit data (Leavers) shows same or higher amount than Entry data.

#### REPORT UPDATES:

- There was an issue in the 2016 HUD Evaluation Report that caused non-adults to be counted for income, employment and non-cash benefit questions. The error has been updated. If you have already run the report and your project serves individuals under 18, you will need to re-run the report to ensure accuracy. If your project does not serve individuals under 18, then there is no need to re-run the report. **February 5, 2016**
- Please see additional notice sent to all ATAs on **February 10th**:  
There is a new update that will affect the report for a few projects. I have outlined the changes below:
  - Exits to "Hospital or other residential non-psychiatric medical facility (HUD)" will not count against you
  - For all projects other than Street Outreach, exits to "Foster care home or foster care group home (HUD)" or "Long-term care facility or nursing home (HUD)" will not count against you
  - For Street Outreach projects, exits to "Residential project or halfway house with no homeless criteria (HUD)" will not count against you
  - Individuals whose head of household is classified as Chronically Homeless are also considered Chronically Homeless
  - I have added a tab at the end of the report to help you determine the reasons that each client is considered Chronically Homeless or not