

# HMIS Agency Administrators Meeting

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March 2, 2017

# Agenda

1. CoC/Coordinated Assessment Updates
2. UPLIFT
3. New HMIS Program Request Form
4. HUD Reporting
5. CDQI: HIC & PIT

# CoC/Coordinated Assessment Updates

# UPLIFT

**Start date to request April-June transit passes is Friday, March 17**

If a client has been enrolled in UPLIFT for a year, use the Annual Assessment to request a pass (instead of a Status Assessment)

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# UPLIFT Trainings

In-Person Training Dates:

Fri, March 3, 1:30-3pm

Mon, March 6, 1:30-3pm

Location:

Charcot Training Center (Room 4)

2310 N. First Street, Suite 102

San Jose, CA 95131

Training registration available at:

<http://scc.hmis.cc/training/schedule-a-training>

**Bitfocus will contact your agency's UPLIFT main contact to confirm that training attendees are approved to request UPLIFT for your agency.**

**New UPLIFT users are required to attend an UPLIFT training.** You can also meet the training requirement by watching the training video at:

<http://scc.hmis.cc/training/uplift>

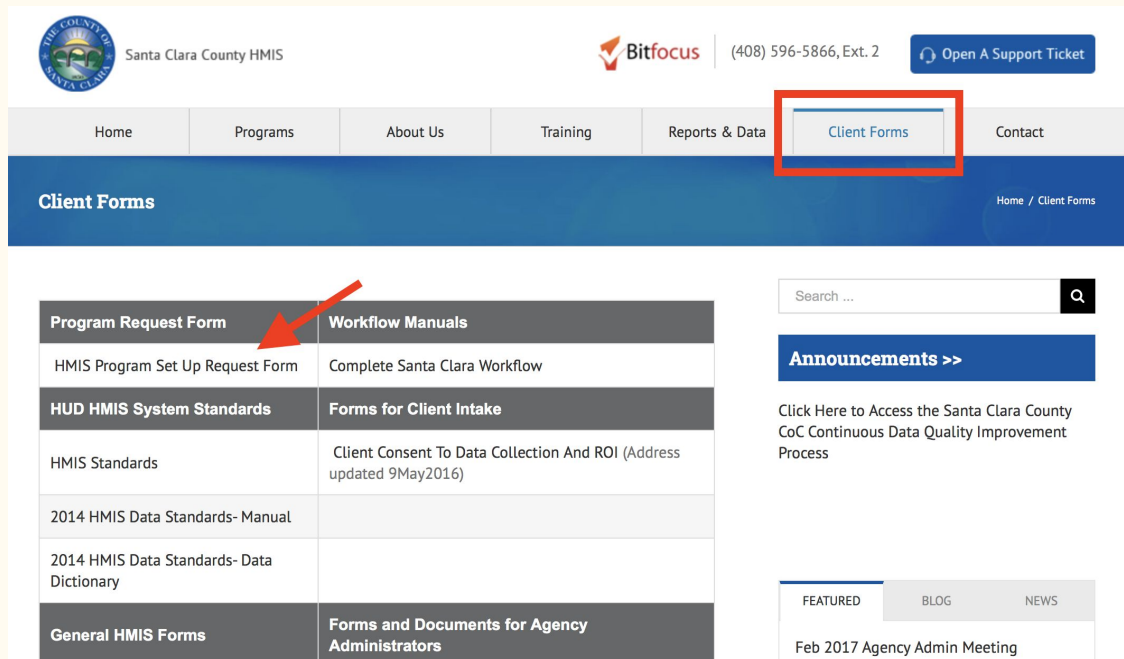
(Don't forget to Submit a Certification of Completion!)

# New HMIS Program Request Form



# New Program Request Form Now Available

- Access at [scc.hmis.cc](http://scc.hmis.cc) in the *Client Forms* section



The screenshot shows the Santa Clara County HMIS website. The header includes the Santa Clara County logo, the text "Santa Clara County HMIS", the Bitfocus logo, the phone number "(408) 596-5866, Ext. 2", and a button "Open A Support Ticket". The navigation menu includes "Home", "Programs", "About Us", "Training", "Reports & Data", "Client Forms" (highlighted with a red box), and "Contact". Below the navigation is a blue banner with "Client Forms" and a breadcrumb "Home / Client Forms".

Program Request Form	Workflow Manuals
<a href="#">HMIS Program Set Up Request Form</a>	<a href="#">Complete Santa Clara Workflow</a>
HUD HMIS System Standards	Forms for Client Intake
<a href="#">HMIS Standards</a>	<a href="#">Client Consent To Data Collection And ROI (Address updated 9May2016)</a>
<a href="#">2014 HMIS Data Standards- Manual</a>	
<a href="#">2014 HMIS Data Standards- Data Dictionary</a>	
General HMIS Forms	Forms and Documents for Agency Administrators

Search ...

**Announcements >>**

Click Here to Access the Santa Clara County CoC Continuous Data Quality Improvement Process

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Feb 2017 Agency Admin Meeting

# HUD Reporting Deadlines

- 5/1 - Housing Inventory Count (HIC)
- 5/1 - Point In Time Count (PIT)
- Between 5/1-10/31 - NOFA
- 5/31 - System Performance Measures (SPM)
- After 10/1 - Annual Homeless Assessment Report (AHAR)



# HUD New Reports Available by 4/1

- Annual Performance Report (APR)
- HMIS Data Quality Report
- PATH Annual Report

CDQI: HIC & PIT

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# CDQI Action Items from Previous Months

Please review and confirm the information about housing and shelter programs that we previously reported to HUD in [THIS SPREADSHEET](#).

Although the spreadsheet may look intimidating at first glance, we are only asking you to look at a few elements:

1. The names of your program(s)
2. HUD Geo Codes for the geographic area(s) in which your program(s) operate
3. Inventory type (Current, New, or Under Development)
4. TH unit type (for transitional housing programs only)
5. ES bed type (for emergency shelter programs only)
6. Target populations
7. Whether you receive McKinney-Vento Funding
8. Whether you receive other federal funding

# Keep the following in mind while reviewing:

- Let us know if any new housing or shelter programs have come online during calendar year 2016
- Similarly, let us know if any programs on our list have stopped operating during calendar 2016.
- Please leave a comment in any cell where information needs to be changed (Bitfocus will make the actual change, using the information from your comment)
- Lastly, please tell us when you have completed your review of the spreadsheet.

# CDQI: Action Items this Month

Please review and confirm the information about housing and shelter programs that we previously reported to HUD in [THIS SPREADSHEET](#).

This time, we are asking agencies to verify the following:

1. Housing Type (Site-Single, Site-Multiple, Tenant-Based)
2. If McKinney-Vento funded, specific funding source
3. Bed/Unit Counts broken out by Household Type (Note: for RRH programs, this equals number of clients/households enrolled and housed on 1/24)
4. Number of beds/units dedicated to Veterans, Chronic Homeless (CH), and Youth
5. Number of beds participating in HMIS
6. Seasonal/Overflow beds
7. PIT - number of clients in the program the night of 1/24