

# 2022 PIT and HIC Reports

For HMIS Projects only  
Updated January 19, 2021



**NC COALITION** to  
**HOMELESSNESS** end



# Bed Count & Inventory

# Three Elements to Inventory



Household Type   Housing Type   Availability

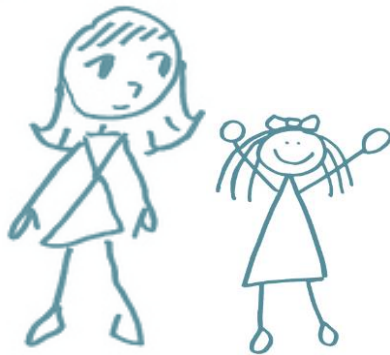
# Household Types for beds

## Determined by Age

Adult: anyone 18 years or older

Child: anyone 17 years or younger

1



Households with at least one adult and one child

2



Households without children

3



Households with only children



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# What if your beds are not limited by household type?

If your project does not divide beds by household type:

1. Use the proportion used by each household type on the PIT night
2. Estimate typical divisions, such as 1/3 families, 2/3 single adults
3. Average the number of beds for each household type over a period of time, like a week or a month

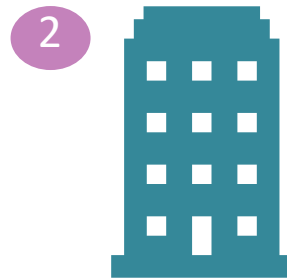
The Data Center  
can help!



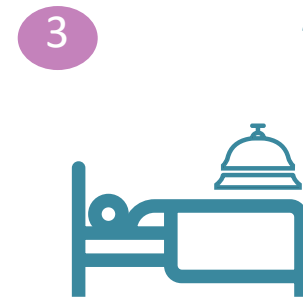
# Housing Types for beds



1  
Site-Based –  
clustered/multiple sites



2  
Site-Based – single site



3  
Tenant based –  
clustered/multiple sites



# Availability Types for beds

Beds are included into utilization according to their availability to clients

1



Year-round

2



Overflow

3

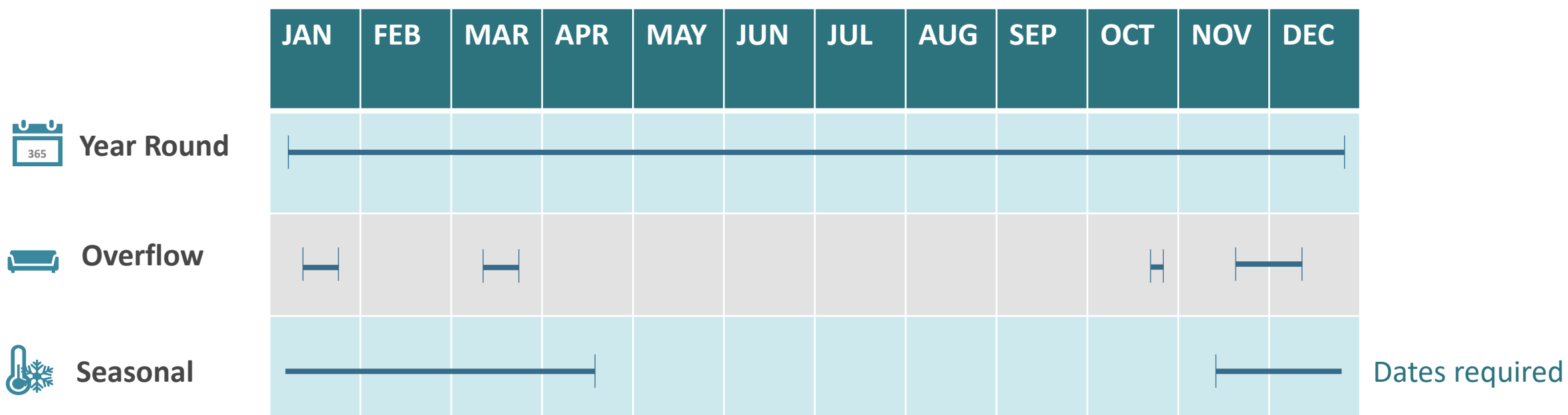


Seasonal



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# Availability Types for beds





# REQ101 Housing Inventory Report

ES & TH projects: confirm your inventory

- Scroll left to right for details
- Expand columns to see full project name

Click to Expand Columns  
to see all of the name



	A	B	C	D	E	F
1	Project Type <input type="checkbox"/>	Organization N <input type="checkbox"/>	Org Id <input type="checkbox"/>	Project Name <input type="checkbox"/>	Project Id <input type="checkbox"/>	Status <input type="checkbox"/>
2	ES	Heading Home Ho	7529	Heading Home Housing - Rowan County - Hotel/Motel - ES - ESG CV	20326	A
3	ES	Heading Home Ho	7529	Heading Home Housing - Rowan County - Emergency Shelter - ES - Private	7530	A



# REQ101 Housing Inventory Report

Review inventory details for the night of PIT Count

Column	Response Options	Meaning
Bed Type	V	Voucher (beds that vary)
Bed Type	F	Facility based (physical beds)
MckV Funded	Yes	Funded by ESG, CoC, or other HUD funding
MckV Funded	N	Not funded by ESG or CoC grants
Victim Service Provider	No	Not funded specifically to serve clients fleeing Domestic Violence (Category 4 Homeless)
Target Population	N/A	Neither DV nor HIV targeted funding (only 3 options)
Inventory Start Date	MM/DD/YYYY	Estimated first day when total inventory was active



# REQ101 Housing Inventory Report

Review inventory details for the night of PIT Count

Column	Meaning
HH w Child	# of Households with Children (adults and kids 17 or younger)
HH w Child – beds	# of beds for Households with Children
HH w Child – units	# of units (rooms) for Households with Children
HH w Child – HMIS Beds	# of beds for Households with Children participating on HMIS (should equal above number of beds)
HH w/o Child	# of Households without Children (adults over 18 only)
HH w/o Child – beds	# of beds for Households without Children
HH w/o Child – units	# of units (rooms) for Households without Children
HH w/o Child – HMIS Beds	# of beds for Households without Children participating on HMIS (should equal above number of beds)



# REQ101 Housing Inventory Report

Review inventory details for the night of PIT Count

Column	Meaning
HH Child Only	# of Households with only Children (kids 17 or younger)
HH Child Only – Beds	# of beds for Children Only households
HH Child Only – Units	# of units (rooms) for Children Only households
HH Childs Only – HMIS Beds	# of beds for Children Only households participating in HMIS (should be equal to above number of beds)

# REQ101 Housing Inventory Report

Review inventory details for the night of PIT Count

Column	Meaning
Seasonal Beds	# of beds open for a portion of the year (every night November-February)
Seasonal Units	# of units Seasonal Beds are used in
Seasonal HMIS Beds	# of seasonal beds participating in HMIS (should be equal to total seasonal beds)
Overflow Beds	# of beds open occasionally (cold weather beds for certain temperatures)
Overflow Units	# of units Overflow Beds are used in
Overflow HMIS Beds	# of overflow beds participating in HMIS (should be equal to total overflow beds)



# REQ101 Housing Inventory Report

Review inventory details for the night of PIT Count

Column	Meaning
Chron Hmls Vet Bed	Beds dedicated solely to Chronically Homeless Veterans
Youth Vet Bed	Beds dedicated solely to Youth Veterans (18-24)
Any Other Vet Bed	Beds dedicated solely to Veterans
Chron Hmls Youth Bed	Beds dedicated solely to Chronically Homeless Youth
Any Other Youth Bed	Beds dedicated solely to Youth
Any Other Chron Hmls Bed	Beds dedicated to Chronically Homeless clients
Non-Dedicated Bed	Beds open to any client, regardless of homeless history, age, or veteran status





# Review Your Reports

If the inventory isn't correct, what do you do?

Contact the Data Center! We'll make the Inventory changes in HMIS:

- When did the change occur?
- What is the new total number of beds and units
- Are they dedicated to one type of household? How are they divided between HUD's household types?
- Are they dedicated to Veterans, Youth, or Chronically Homeless clients?



# Submit Your Reports

## How to Submit

Confirm your data is complete and accurate by emailing Helpdesk

We will likely have follow-up questions

- Why did the number of clients or beds change?
- RRH & PSH projects: what is the most common Zip Code for moved-in clients?

# Resources

## Training & Knowledge > Other Resources > Reporting Guides

- ART Reports:
  - [Guide to Recommended Reports in HMIS](#)
  - [Prompts for the 0640 Data Quality Report for One Project and Reporting Groups](#)
  - [How to Run the 0640 Data Quality Report](#)
  - [Guide to Run All Client Demographics Report](#)
  - [Guide for Annual Assessment Reports](#)
  - [How to Run System Performance Measures Locally](#)
  - [BoS By Name List Report Guide](#)
  - [Point in Time and Housing Inventory Count Reports \(2022\)](#)
    - [2022 Recording](#)
    - [0628 PIT Correction Guide](#)
    - [0630a PIT Correction Guide](#)
    - [REQ101 HIC Correction Guide](#)
  - [Guide to B005 Unsheltered Contact Information Report](#)
- Reports to Monitor and Improve Data Quality
  - [HUD Reporting Correction Guide](#)



## Contact NCCEH

hello@ncceh.org

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NCEndHomelessness 

@NCHomelessness 

nc\_end\_homelessness 

## Contact NCCEH Data Center Help Desk

hmis@ncceh.org

919.410.6997



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