

**Bridging the Gap CoC
Homeless Point-in-Time Count**

January 22, 2018

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Hawaii County Agencies:

- ❖ Care Hawaii
- ❖ Catholic Charities Hawaii
- ❖ Hawaii Island Home for Recovery
- ❖ Hope Services Hawaii, Inc
- ❖ Partners in Development Foundation – Ka Pa`alana

Maui County Agencies:

- ❖ Catholic Charities Hawaii
- ❖ Family Life Center
- ❖ Feed My Sheep
- ❖ Ka Hale A Ke Ola
- ❖ Maui County Department of Housing & Human Concerns
- ❖ Mental Health Kokua
- ❖ Salvation Army
- ❖ Share Your Mana
- ❖ Steadfast Housing Development Corp.

Kauai County Agencies:

- ❖ Catholic Charities Hawaii
- ❖ Family Life Center
- ❖ Kauai Economic Opportunity, Incorporated
- ❖ Steadfast Housing Development Corp.
- ❖ Women In Need

Executive Summary

Results from the 2018 Neighbor Islands Homeless Point-In-Time Count conducted on January 22, 2018 revealed a 10 percent overall decrease in one-day homelessness from 2,261 persons in 2017 to 2,035 persons in 2018. The Neighbor Islands decrease was led by overall decreases on Hawaii (9%), Maui (3%), and Kauai (29%).

The 2018 PIT overall decrease was fueled by a 10 percent decrease in unsheltered homelessness to 1,330 persons compared to 1,476 in 2017. Unsheltered homelessness declined on all three rural counties led by Kauai (37%), Maui (5%), and Hawaii (1%). This continues a two-year downward trend, using 2016 as the baseline year. The count of homeless persons living in emergency or transitional shelters decreased ten percent from 785 to 705 persons with reductions on Hawaii and Kauai, while Maui reported a slight increase.

A review of the type of households experiencing homelessness found that 1,226 single individuals represented 60 percent of the total one-day homelessness. Single individuals are defined by HUD as households (single or multiple adults) without the presence of dependent children under the age of 18. A total of 809 family individuals were counted as homeless, including 81 families with a total of 330 persons canvassed and living unsheltered. This represents a 3 percent decrease in the total number of homeless family individuals compared to 2017. A total of 177 children were found living unsheltered within these families. Sheltered families totaled 135 households with 479 persons including 279 children (298 in emergency shelters and 181 in transitional housing); down compared to 2017.

A review of key subpopulations indicates that the Neighbor Islands total number of sheltered and unsheltered homeless veterans decreased 25 percent to 125 veterans compared to the 2017 total of 166 veterans. A total of 97 unsheltered veterans were encountered in the 2018 count, a 32 percent overall decrease compared to the 143 counted in 2017. 63 unsheltered chronically homeless non-family veterans were tallied on the Neighbor Islands, 53% of the total unsheltered homeless veteran household members without children.

Data from the 2018 reporting supported a decline in chronic homelessness with 517 individuals and 80 persons in families for a Neighbor Islands total of 597 persons in chronically homeless households. This represents a seven percent decrease from the 641 found in 2017. The overall decrease represented a six percent decrease in single chronic homeless individuals, and an 11 percent decrease in family individuals.

The report also tabulated data on two additional subpopulations of increasing significance – unaccompanied youth and parenting youth. Youth are defined as individuals 24 years or younger. The Neighbor Islands total reported 46 unaccompanied youth with 35 (76%) living unsheltered, and 11 in emergency or transitional shelters. The 2018 total youth count decreased significantly compared to the 109 found in 2017. The total number of unsheltered unaccompanied youth under the age of 18 remained low at one and was identically reported in the 2017 count.

Parenting youth is defined as a household containing persons 24 or younger with one or more dependent children and without any accompanying adults 25 or older. The Neighbor Islands total of parenting youth tallied 23 households totaling 75 persons including 40 children. The 2018 total increased slightly from the 2017 total of 14 households with 45 persons including 22 children.

Given the numbers of homeless found in these counts and the state and federal initiatives to reduce homelessness, recommendations to improve the overall implementation of the count include improving the planning, supervision and execution of the count effort, the training of count staff and volunteers, the handling and verification of all survey forms and electronic data, and the introduction of data quality controls by outreach funders.

General Overview

HUD's annual grant application for CoC homeless assistance funding requires the State of Hawaii to produce an unduplicated count of sheltered and unsheltered homeless on a one-day point in time during the last ten days of January. The count is a one-day cross section of homelessness and does not reflect the number of homeless individuals served during a specific interval of time.

The primary objective during 2018 was to obtain a reliable estimate of sheltered and unsheltered homeless individuals and families throughout the islands of Hawaii, Maui, and Kauai. The count assists in 1) accurately assessing current levels of homelessness for various household types, 2) estimating the number of chronically homeless individuals and families, and 3) evaluating the extent of homelessness for veterans and youth. PIT data collection is an integral part of local and national planning and acts in support of policy and resource allocations. As count execution improves, the reporting more accurately reflects the actual state of homelessness during that point-in-time. The count is also an excellent opportunity to engage the public, community leaders, and private businesses in statewide homeless initiatives.

Hawaii's HMIS was utilized to extract the sheltered data needed for the reporting and as the repository for surveys collected during the unsheltered canvassing. The HMIS is a centralized database used to record services rendered to homeless individuals throughout the state of Hawaii. All service providers who receive federal, state, or county funding are required to participate in the HMIS. Some privately funded agencies voluntarily use the HMIS due to its reporting capacity.

To help ensure that client data was reliable, organizers contacted emergency and transitional shelter providers leading up to the count and asked them to confirm that all clients sleeping in their facilities on the night of the count had active HMIS intake records. Shelters not participating in the HMIS, such as domestic violence programs, were contacted individually and asked to provide the number of homeless individuals and families residing in their programs on the night of the count, in addition to providing specific subpopulation data.

For the unsheltered count, the state received HUD's permission to conduct a seven-day physical count between Tuesday, January 23, 2018 and Monday, January 29, 2018. Field staff and volunteers asked all encountered unsheltered homeless individuals, "Where did you sleep this past Monday, January 22nd?" in addition to other required survey questions.

The unsheltered survey is based on HUD-defined criteria and provider feedback. All surveys were entered into the PIT module of the HMIS, cleaned, unduplicated, and analyzed to obtain the data included in this report. A link to the 2018 unsheltered surveys is provided in appendix three of this report. The following unsheltered surveys were not included in the final count:

- Clients who reported living in a sheltered situation on the night of 1/22/18
- Clients with duplicate surveys or records that were already counted in the sheltered homeless component

Stakeholders, regional leaders, homeless service providers, and volunteers attended several planning meetings prior to January 22, 2018. The purpose of these meetings was to convey the count's methodology to all parties involved, to provide explicit instructions detailing objectives, and to obtain feedback on the surveys used during the unsheltered count.

Multiple trainings preceded the 2018 count. Trainees received an overview of the count and its methodology, safety tips, data quality topics, and key points to consider during the surveying based on previous years' results. Regional leaders provided ad hoc field training before and during the count to ensure that volunteers understood how to administer the survey. All documents provided before and during the trainings are provided in the appendices and are also up on the HawaiiHMIS.org website: <http://www.hawaiihmis.org/news/2018-point-in-time-count-btg/>

PIT Teams

Field staff were composed of workers from service agencies that regularly perform outreach to the unsheltered homeless. Survey teams were assigned to familiar regions to ensure that many of the high-density areas frequented by unsheltered homeless were surveyed. Skilled outreach staff accustomed to specific areas and clients are more likely to obtain accurate information. Service-based locations, such as food pantries, were covered extensively during the count to reach additional unsheltered homeless.

The unsheltered count spanned the work week of January 23rd. The first day of the unsheltered count was conducted with substantial participation from all organizations and volunteers, and focused on reaching as many unsheltered homeless individuals as possible. As the week progressed, agencies independently scheduled dates and times for field staff to visit known locations.

Count Implementation Overview and Recommendations

The 2018 Point-In-Time Count represents the best available data to estimate one-day homeless prevalence for the Neighbor Islands of Hawaii, Maui, and Kauai. The estimate adheres to the Federal definition of homelessness which includes individuals and families living in emergency homeless shelters, transitional homeless facilities, Safe Haven programs, and people identified as sleeping and living in an unsheltered location on the night of the count. The count is neither a measure of housing stability among people residing in housing nor a measure of the conditions of such housing and the general housing environment.

While the Point-In-Time count effort has been implemented in a similar manner over the past several years, the count continues to be impacted by varying degrees of implementation from year to year. Conclusions based on the report data generally need to be expressed together with the appropriate caveats impacting their validity. Below is a listing of the operational concerns associated with the general count implementation and the three major types of PIT data: 1) Sheltered data counts, 2) Unsheltered data counts, and 3) Demographic information (comprising both unsheltered or sheltered).

Count Implementation

Although the count's execution continues to improve, potential weaknesses in the count implementation include the following:

- 1) The count continues to be performed by a variety of personnel including many volunteers with a varying degree of understanding and competency in the completion of the count tasks including completion of survey responses.
- 2) The degree to which surveys completed during the unsheltered canvassing are reviewed prior to entry into the HMIS PIT module is unclear. Although the level of missing and unknown survey responses has declined, many surveys continue to be entered with unknown or missing information.

Sheltered Data

The source of the data reported in the sheltered homeless counts is from the HMIS. Data are extracted for each program for the Point-in-Time count date (January 22, 2018). Sources of errors from the sheltered data can include the following:

- 1) Discrepancies in the HMIS data compared to the actual census can be due to delays in HMIS data entry, failure to include all household persons including children in the HMIS household group, and general input errors in HMIS data entry. In 2018, comparisons of HMIS data to actual census listings yielded very good results.
- 2) Although HMIS data quality continues to improve, missing and unknown client data continue to impact the accuracy of the reporting. It remains important that demographic and subpopulation data are entered as accurately as possible, so that comparisons drawn from year to year are reliable.

Unsheltered Data

The difficulties of completing an accurate unsheltered homeless count are well-documented. The following outline procedures that can help to improve the results.

- 1) Although more difficult, carry-out the canvassing efforts during the nighttime hours when it is believed that most sheltered homeless persons would no longer be staying outside in typical unsheltered locations. Counting persons through drop-in centers and events, although perhaps necessary to cover larger geographic areas, is not ideal since it limits the canvassers ability to collect or visually corroborate any evidence of residing unsheltered.
- 2) As much as possible, use skilled outreach workers or other experienced homeless service staff who are familiar with the consumers and area being canvassed and who can determine through unscripted questioning whether the person is currently homeless.
- 3) Ensure that full name collection is maximized using experienced service staff. Full name data collection improved considerably in 2018. The omission of names or the provision of false names is a major threat to the validity of the data. Training and procedures should be implemented to reduce this number to as close as zero as possible. The CoC did an excellent job with names data collection during 2018.

Methods to minimize the number of persons who are unsheltered but missed during the physical enumeration include the following:

- 1) Since the Hawaii HMIS maintains a very large unsheltered database, the database should be kept clean and updated in advance of the PIT count to ensure that those remaining active have a very high likelihood of remaining unsheltered and homeless. As recommended in prior years, the PIT count objective should be to locate and corroborate the homeless situation of these currently active clients during the count. Maui county had a very high rate of data collection when compared to their active outreach listings.
- 2) Sufficient resource allocation (time and persons) to ensure coverage for large and/or dense areas where homeless individuals are known to reside.
- 3) Review of canvassing efforts to ensure that selected areas, especially key areas where homeless are known to live unsheltered, were thoroughly canvassed during the count
- 4) Corroboration with key personnel during the PIT week to ensure that high density regions are covered adequately, and that expected results are achieved.

Demographic Data

Client self-report data on medical information (substance abuse, mental illness, etc.) and lifestyle information (housing type, length of homelessness) is typically impacted by several types of errors:

- 1) Errors related to the inability for persons to accurately recall detailed historical information such as housing location over a long period of time.
- 2) Errors related to the inability of the person to fully understand the concept in question. Examples include questions related to mental illness status where the person may not fully understand what symptoms (e.g. feeling down, acute anxiety, chronic fatigue) may be evidence of having mental illness.
- 3) Errors related to purposeful false response due to socially unacceptable behaviors, illegality of behaviors, or other incentives not to fully disclose (e.g. fear of parole violation).

The table below gives a general assessment of the validity of responses collected during an outdoor canvassing attempt. A three-tier system (high, medium, and low) is utilized.

Age	High		Mental Illness	Medium
Race	High		Substance Abuse	Low
Ethnicity	High		HIV/AIDS	Low
Race	High		Disability	Medium
Homeless Status	High		Length of Homelessness	Medium
Number of Times Homeless	Low		Area of Location	High
Sleeping Location	High		Current Armed Forces	High
Veterans Status	High			

The suspected inaccuracy of key variables such as Disability and Length of Homelessness further impacts the validity of important measures such as chronic homelessness, which depend on responses to these questions. The chronic homeless measure itself must also be interpreted with the understanding that it has low validity due to methodological problems of its component factors.

Neighbor Islands Summary

The following sections provide summary statistics for each of the three rural counties providing data in 2018. Table 1 summarizes the sheltered and unsheltered neighbor island totals over the last five years. Each of the annual counts have been implemented with the same general methodology, however, execution has improved considerably over the last two years. Table 2 summarizes the total number of homeless individuals for 2018.

Table 1: Neighbor Islands PIT Summary, 2014-2018

	Sheltered		Unsheltered		Total
	#	%	#	%	#
2018	705	34.6%	1,330	65.4%	2,035
2017	785	34.7%	1,476	65.3%	2,261
2016	846	28.4%	2,135	71.6%	2,981
2015	813	29.9%	1,904	70.1%	2,717
2014	734	33.3%	1,472	66.7%	2,206

Table 2: 2018 Neighbor Islands Households Summary

	Sheltered		Unsheltered		Total
	#	%	#	%	#
Singles	226	18.4%	1,000	81.6%	1,226
Family Individuals	479	59.2%	330	40.8%	809
All Individuals	705	34.6%	1,330	65.4%	2,035
Family Households	135	62.5%	81	37.5%	216

Figure 1 presents the 2018 sheltered household composition data for the Neighbor Islands.

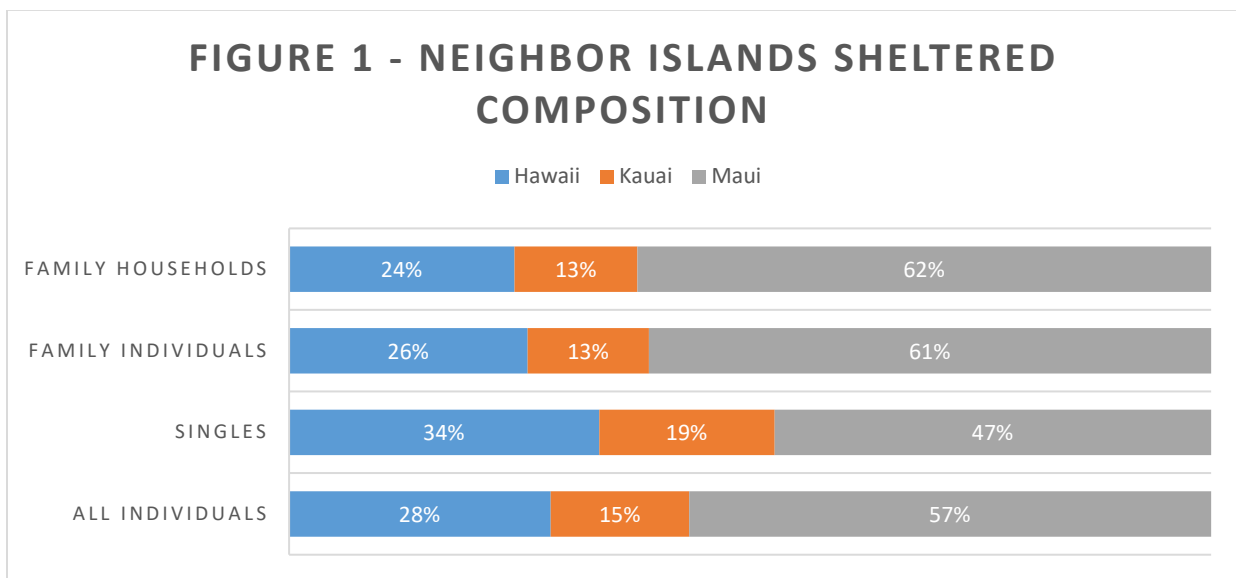
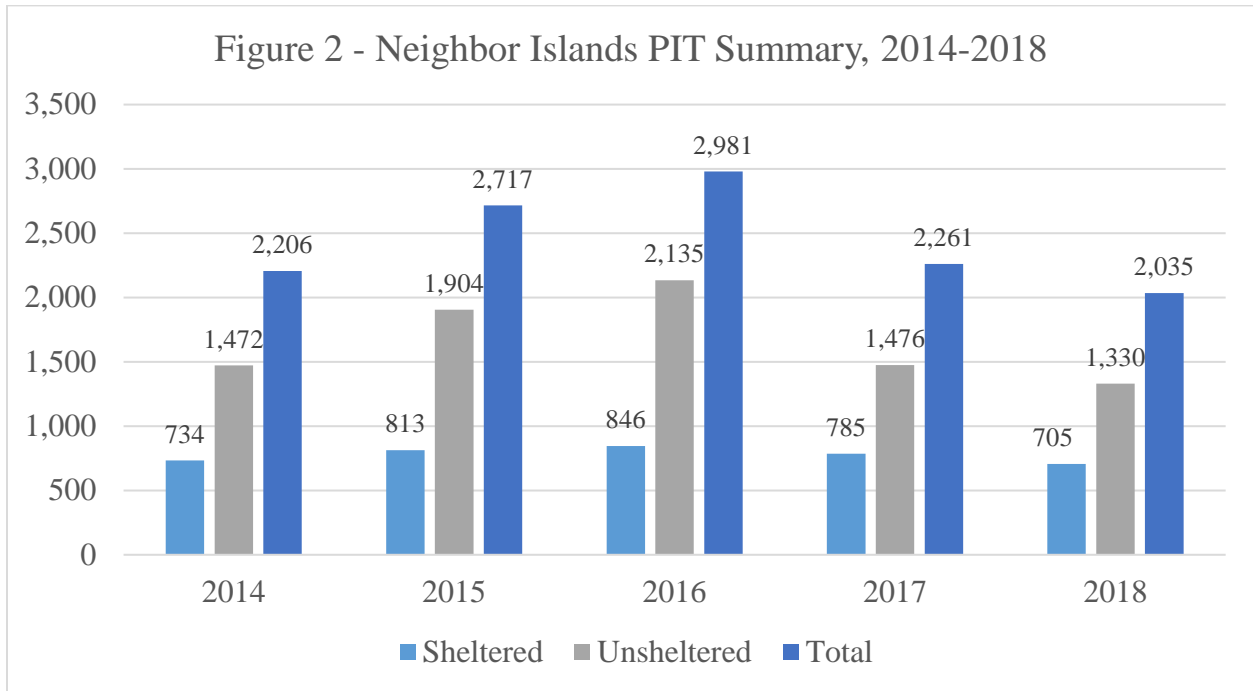


Figure 2 presents the information outlined in Table 1.



Hawaii County Summary

Table 3: Hawaii Island Summary, 2014-2018

	Sheltered		Unsheltered		Hawaii Total
	#	%	#	%	#
2018	200	23.0%	669	77.0%	869
2017	275	28.9%	678	71.1%	953
2016	271	19.4%	1,123	80.6%	1,394
2015	220	17.7%	1,021	82.3%	1,241
2014	211	24.3%	658	75.7%	869

Table 3 displays the five-year trend in sheltered, unsheltered, and total homelessness in Hawaii county. Figure 3 shows the Hawaii county data graphically. There was a 27% decline in sheltered homelessness compared to 2017, and a slight decrease in the total unsheltered count as compared to last year.

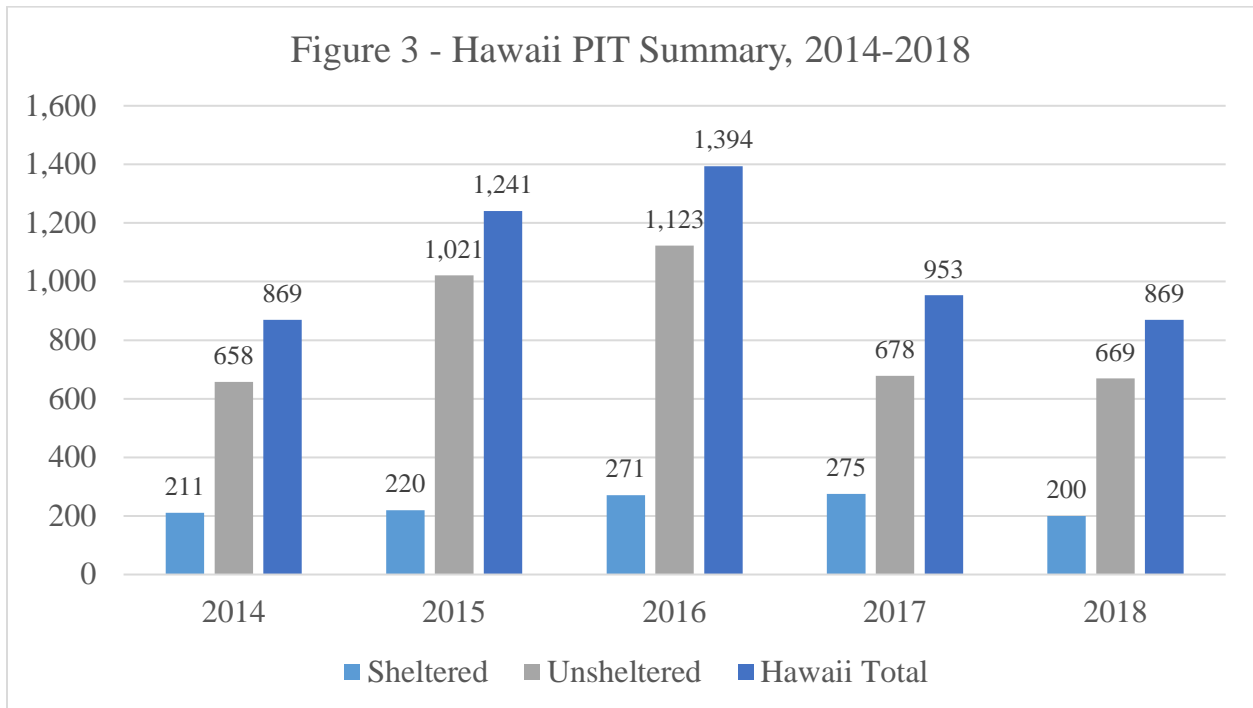
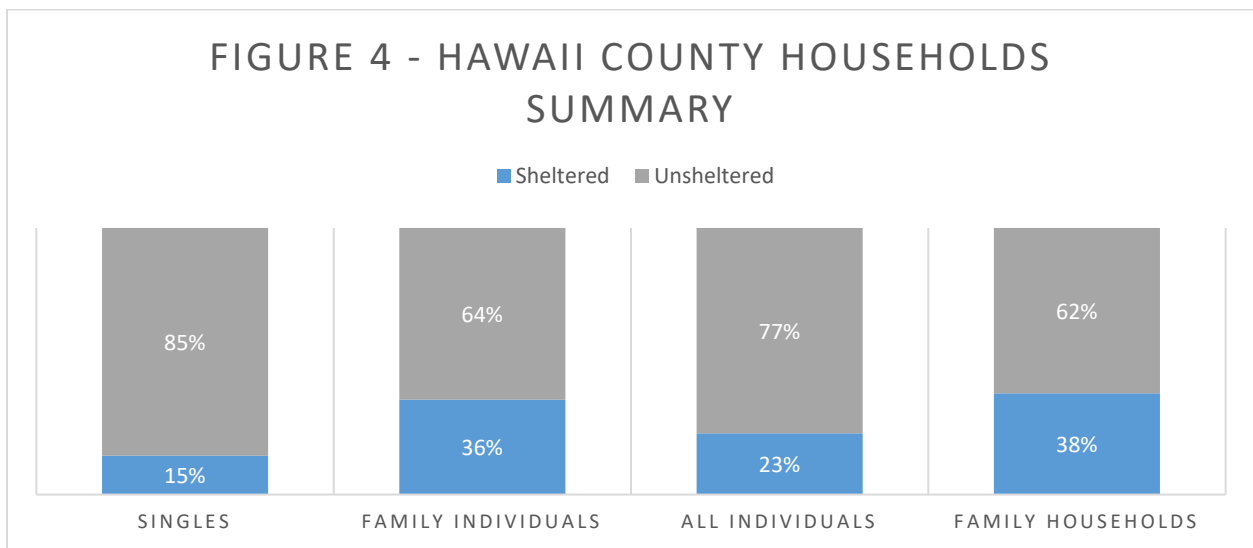


Table 4 presents characteristics of the total homeless estimate for Hawaii county in 2018.

Table 4: 2018 Hawaii Households Summary

	Sheltered		Unsheltered		Hawaii Total
	#	%	#	%	#
Singles	76	14.6%	445	85.4%	521
Family Individuals	124	35.6%	224	64.4%	348
All Individuals	200	23.0%	669	77.0%	869
Family Households	33	37.9%	54	62.1%	87

Figure 4 presents the information from Table 4 graphically.



Tables 5 through 7 summarize the Hawaii county results over the last five years.

Table 5: Summary of Hawaii Island Singles, 2014-2018

	Sheltered		Unsheltered		Hawaii Total
	#	%	#	%	#
2018	76	14.6%	445	85.4%	521
2017	92	16.0%	482	84.0%	574
2016	90	12.0%	663	88.0%	753
2015	94	12.2%	676	87.8%	770

2014	89	16.9%	438	83.1%	527
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Table 6: Summary of Hawaii Island Family Individuals, 2014-2018

	Sheltered		Unsheltered		Hawaii Total
	#	%	#	%	#
2018	124	35.6%	224	64.4%	348
2017	183	48.3%	196	51.7%	379
2016	181	28.2%	460	71.8%	641
2015	126	26.8%	345	73.2%	471
2014	122	35.7%	220	64.3%	342

Table 7: Summary of Hawaii Island Family Households, 2014-2018

	Sheltered		Unsheltered		Hawaii Total
	#	%	#	%	#
2018	33	37.9%	54	62.1%	87
2017	41	49.4%	42	50.6%	83
2016	49	32.0%	104	68.0%	153
2015	33	30.0%	77	70.0%	110
2014	35	43.8%	45	56.3%	80

Maui County Summary

Table 8: Maui County Summary, 2014-2018

	Sheltered		Unsheltered		Maui Total
	#	%	#	%	#
2018	399	45.7%	474	54.3%	873
2017	395	44.1%	501	55.9%	896
2016	484	42.3%	661	57.7%	1,145
2015	505	44.4%	632	55.6%	1,137
2014	445	46.4%	514	53.6%	959

Table 8 and Figure 5 show the five-year trend in sheltered, unsheltered, and total homelessness on Maui county. There was a small decline in total homelessness as compared to 2017, with a slight uptick in sheltered homelessness and a five percent decrease in the unsheltered count over the same period.

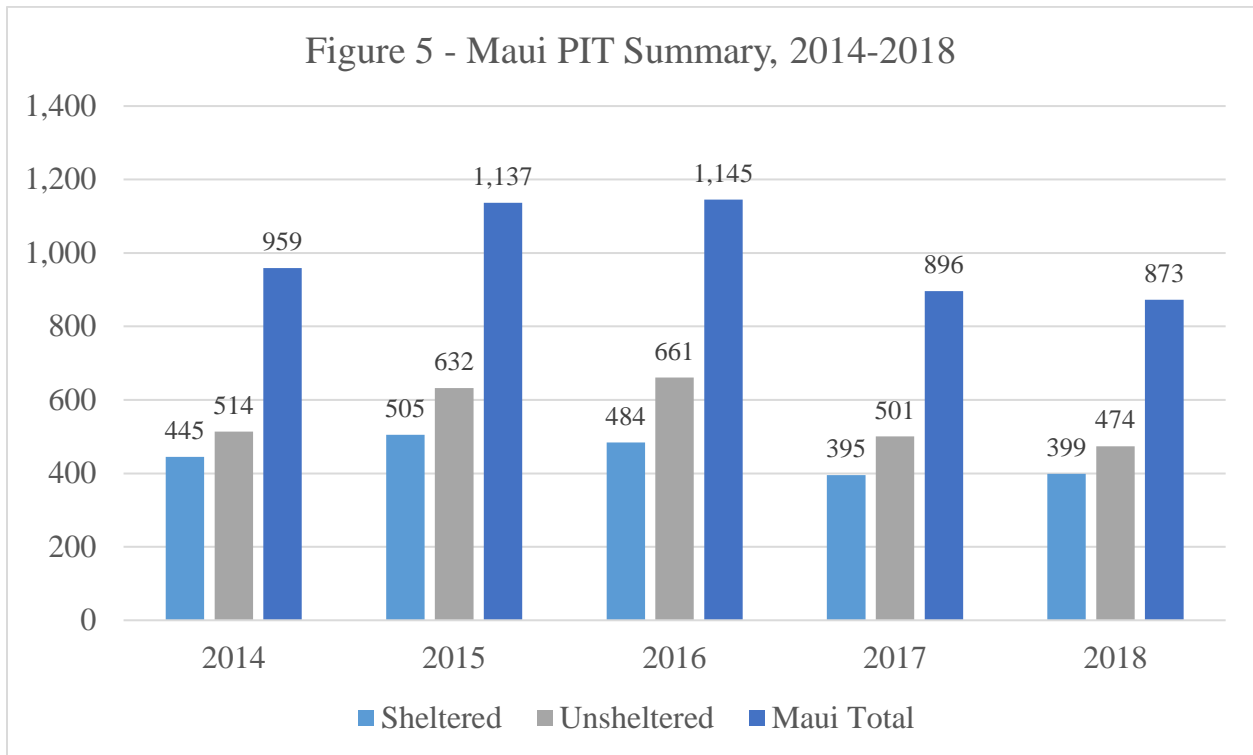
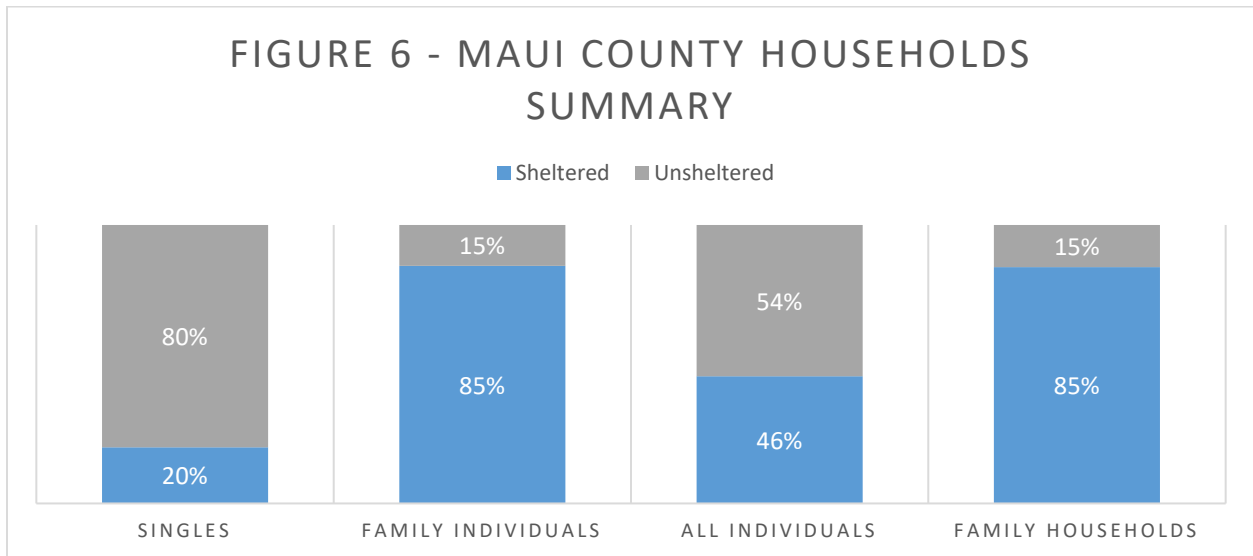


Table 9 presents characteristics of the 2018 total homeless estimate for Maui county.

Table 9: 2018 Maui County Households Summary

	Sheltered		Unsheltered		Maui Total
	#	%	#	%	#
Singles	107	20.2%	424	79.8%	531
Family Individuals	292	85.4%	50	14.6%	342
All Individuals	399	45.7%	474	54.3%	873
Family Households	84	84.8%	15	15.2%	99

Figure 6 illustrates the data presented in Table 9.



Tables 10 through 12 summarize the Maui county results over the last five years.

Table 10: Summary of Maui County Singles, 2014-2018

	Sheltered		Unsheltered		Maui Total
	#	%	#	%	#
2018	107	20.2%	424	79.8%	531
2017	120	20.0%	480	80.0%	600
2016	242	31.6%	525	68.4%	767
2015	212	28.6%	530	71.4%	742
2014	144	23.7%	463	76.3%	607

Table 11: Summary of Maui County Family Individuals, 2014-2018

	Sheltered		Unsheltered		Maui Total
	#	%	#	%	#
2018	292	85.4%	50	14.6%	342
2017	275	92.9%	21	7.1%	296
2016	242	64.0%	136	36.0%	378
2015	293	74.2%	102	25.8%	395
2014	301	85.5%	51	14.5%	352

Table 12: Summary of Maui County Family Households, 2014-2018

	Sheltered		Unsheltered		Maui Total
	#	%	#	%	#
2018	84	84.8%	15	15.2%	99
2017	80	92.0%	7	8.0%	87
2016	66	66.0%	34	34.0%	100
2015	78	75.7%	25	24.3%	103
2014	87	87.0%	13	13.0%	100

Kauai County Summary

Table 13: Kauai County Summary, 2014-2018

	Sheltered		Unsheltered		Kauai Total
	#	%	#	%	#
2018	106	36.2%	187	63.8%	293
2017	115	27.9%	297	72.1%	412
2016	91	20.6%	351	79.4%	442
2015	88	26.0%	251	74.0%	339
2014	78	20.6%	300	79.4%	378

Table 13 and Figure 7 outline the five-year trend in sheltered, unsheltered, and total homelessness on Kauai. There was a modest reduction in the sheltered component, and a thirty-seven-percentage point decline in unsheltered homelessness relative to 2017.

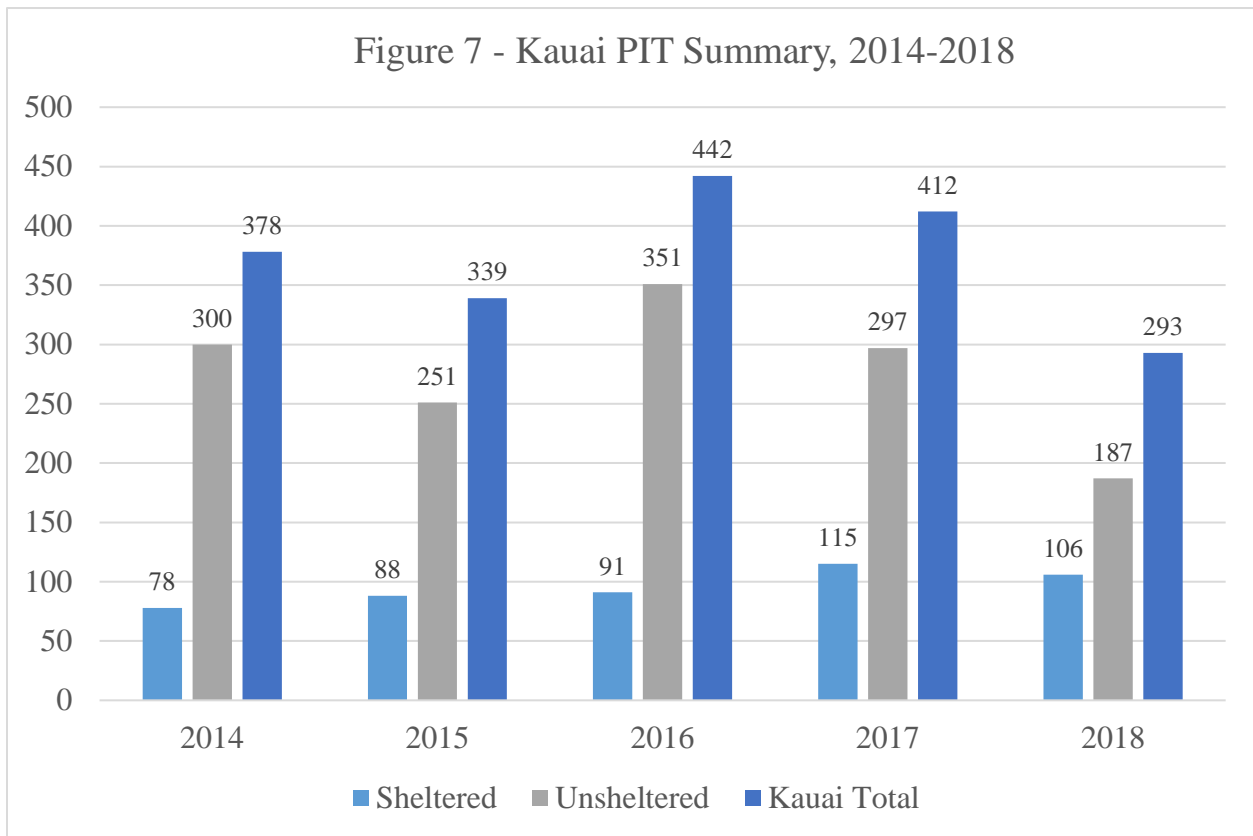
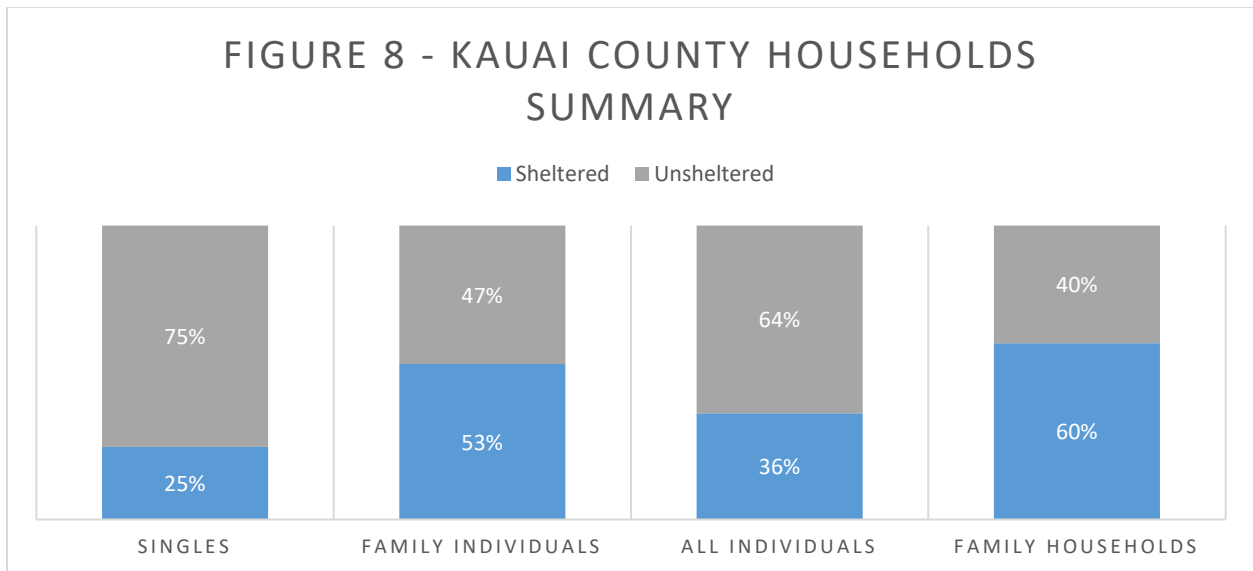


Table 14 presents characteristics of the 2018 total homeless estimate for Kauai county.

Table 14: 2018 Kauai County Households Summary

	Sheltered		Unsheltered		Kauai Total
	#	%	#	%	#
Singles	43	24.7%	131	75.3%	174
Family Individuals	63	52.9%	56	47.1%	119
All Individuals	106	36.2%	187	63.8%	293
Family Households	18	60.0%	12	40.0%	30

Figure 8 presents the data from Table 14 graphically



Tables 15 through 17 summarize the Kauai county results over the last five years.

Table 15: Summary of Kauai County Singles, 2014-2018

	Sheltered		Unsheltered		Kauai Total
	#	%	#	%	#
2018	43	24.7%	131	75.3%	174
2017	33	13.3%	216	86.7%	249
2016	27	9.9%	246	90.1%	273
2015	28	12.1%	204	87.9%	232
2014	20	7.7%	240	92.3%	260

Table 16: Summary of Kauai County Family Individuals, 2014-2018

	Sheltered		Unsheltered		Kauai Total
	#	%	#	%	#
2018	63	52.9%	56	47.1%	119
2017	82	50.3%	81	49.7%	163
2016	64	37.9%	105	62.1%	169
2015	60	56.1%	47	43.9%	107
2014	58	49.2%	60	50.8%	118

Table 17: Summary of Kauai County Family Households, 2014-2018

	Sheltered		Unsheltered		Kauai Total
	#	%	#	%	#
2018	18	60.0%	12	40.0%	30
2017	19	50.0%	19	50.0%	38
2016	18	46.2%	21	53.8%	39
2015	17	58.6%	12	41.4%	29
2014	15	46.9%	17	53.1%	32

Neighbor Islands Homeless Subpopulations

In 2018, the CoC continued to be required to collect information on homeless subpopulations. These subpopulation data are outlined in Tables 18 through 30. The data presented in these tables follows HUD homeless specifications and guidance relating to the 2018 PIT.

Neighbor Islands Chronic Homelessness

Tables 18 to 21 outline the self-reported chronic homeless subpopulation estimates for the neighbor islands. Table 18 details the estimated number of chronically homeless in aggregate. For the unsheltered data in aggregate, roughly 48% of all non-family individuals and 16% of families were chronically homeless. The tables in appendix one gives more detail related to chronic homeless for various subpopulations.

Table 18: Total Chronically Homeless, Neighbor Islands, 2018

	Emergency Shelter	Unsheltered	Total
CH Individuals	41	476	517
CH Families	7	13	20
Persons in CH Families	20	60	80

Table 19: Total Chronically Homeless, Hawaii, 2018

	Emergency Shelter	Unsheltered	Total
CH Individuals	18	194	212
CH Families	3	6	9
Persons in CH Families	7	26	33

Table 20: Total Chronically Homeless, Maui, 2018

	Emergency Shelter	Unsheltered	Total
CH Individuals	16	213	229
CH Families	2	2	4
Persons in CH Families	5	6	11

Table 21: Total Chronically Homeless, Kauai, 2018

	Emergency Shelter	Unsheltered	Total
CH Individuals	7	69	76
CH Families	2	5	7
Persons in CH Families	8	28	36

Neighbor Islands Veteran Homelessness

Tables 22 to 26 present the homeless veteran data collected in 2018. There was a 25% reduction in total veteran homelessness compared to 2017, and a substantial 32% decrease when looking specifically at the unsheltered veteran population.

Table 22: Total Homeless Veterans, Neighbor Islands, 2018

	Emergency	Transitional	Unsheltered	Total
Homeless Veterans	25	3	97	125
Homeless Veteran Families	2	0	1	3
Persons in Veteran Families	7	0	4	11

Table 23: Total Homeless Veterans, Hawaii, 2018

	Emergency	Transitional	Unsheltered	Total
Homeless Veterans	10	2	37	49
Homeless Veteran Families	0	0	0	0
Persons in Veteran Families	0	0	0	0

Table 24: Total Homeless Veterans, Maui, 2018

	Emergency	Transitional	Unsheltered	Total
Homeless Veterans	9	0	53	62
Homeless Veteran Families	2	0	1	3
Persons in Veteran Families	7	0	4	11

Table 25: Total Homeless Veterans, Kauai, 2018

	Emergency	Transitional	Unsheltered	Total
Homeless Veterans	6	1	7	14
Homeless Veteran Families	0	0	0	0
Persons in Veteran Families	0	0	0	0

Table 26: Summary of Homeless Veterans, 2014-2018

	Sheltered		Unsheltered		Total
	#	%	#	%	#
2018	28		97		125
2017	23		143		166
2016	40		217		257
2015	35		190		225
2014	33		175		208

Neighbor Islands Additional Homeless Populations

Tables 27 to 30 outline self-reported 2018 subpopulation data for the neighbor islands.

Table 27: Additional Homeless Populations, Neighbor Islands, 2018

	Emergency	Transitional	Unsheltered	Total
Adults with a Serious Mental Illness	87	19	422	528
Adults with a Substance Use Disorder	68	26	350	444
Adults with HIV/AIDS	3	0	7	10
Adult Survivors of Domestic Violence (Optional)	26	12	N/A	38

Table 28: Additional Homeless Populations, Hawaii, 2018

	Emergency	Transitional	Unsheltered	Total
Adults with a Serious Mental Illness	37	11	204	252
Adults with a Substance Use Disorder	25	6	132	163
Adults with HIV/AIDS	1	0	3	4
Adult Survivors of Domestic Violence (Optional)	12	8	N/A	20

Table 29: Additional Homeless Populations, Maui, 2018

	Emergency	Transitional	Unsheltered	Total
Adults with a Serious Mental Illness	36	3	172	211
Adults with a Substance Use Disorder	32	6	151	189
Adults with HIV/AIDS	1	0	3	4
Adult Survivors of Domestic Violence (Optional)	10	1	N/A	11

Table 30: Additional Homeless Populations, Kauai, 2018

	Emergency	Transitional	Unsheltered	Total
Adults with a Serious Mental Illness	14	5	46	65
Adults with a Substance Use Disorder	11	14	67	92
Adults with HIV/AIDS	1	0	1	2
Adult Survivors of Domestic Violence (Optional)	4	3	N/A	7

Neighbor Islands Unsheltered Summary

The total number of unsheltered homeless individuals on the neighbor islands was estimated to be 1,330. Tables 31 to 33 present 2018 data by household composition and region for each of the three counties.

All percentages in the tables use the cohort total as the denominator. The three tables below can be used to estimate rates of homelessness for the different household configuration types by PIT region. One area of note is that the regional characteristics for Hawaii county have changed slightly relative to 2017.

Table 31: Summary of Hawaii County Regional Unsheltered Homeless, 2018

Region	Singles		Family Individuals		All Individuals		Family Households	
	#	%	#	%	#	%	#	%
1: North Kohala	8	1.8%	0	0.0%	8	1.2%	0	0.0%
2: Hamakua	22	4.9%	4	1.8%	26	3.9%	1	1.9%
3: North Hilo	3	0.7%	0	0.0%	3	0.4%	0	0.0%
4: South Hilo	139	31.2%	29	12.9%	168	25.1%	8	14.8%
5: Puna	49	11.0%	39	17.4%	88	13.2%	9	16.7%
6: Kau	38	8.5%	95	42.4%	133	19.9%	23	42.6%
7: South Kona	13	2.9%	8	3.6%	21	3.1%	2	3.7%
8: North Kona	143	32.1%	31	13.8%	174	26.0%	7	13.0%
9: South Kohala	30	6.7%	18	8.0%	48	7.2%	4	7.4%
TOTAL	445	100.0%	224	100.0%	669	100.0%	54	100.0%

Table 32: Summary of Maui County Regional Unsheltered Homeless, 2018

Region	Singles		Family Individuals		All Individuals		Family Households	
	#	%	#	%	#	%	#	%
1: Central Maui	161	38.0%	12	24.0%	173	36.5%	3	20.0%
2: Lower Waiehu	19	4.5%	0	0.0%	19	4.0%	0	0.0%
3: Up Country	43	10.1%	5	10.0%	48	10.1%	2	13.3%
4: Lahaina	108	25.5%	21	42.0%	129	27.2%	6	40.0%
5: Kihei	92	21.7%	12	24.0%	104	21.9%	4	26.7%
6: Hana	1	0.2%	0	0.0%	1	0.2%	0	0.0%
TOTAL	424	100.0%	50	100.0%	474	100.0%	15	100.0%

Table 33: Summary of Kauai County Regional Unsheltered Homeless, 2018

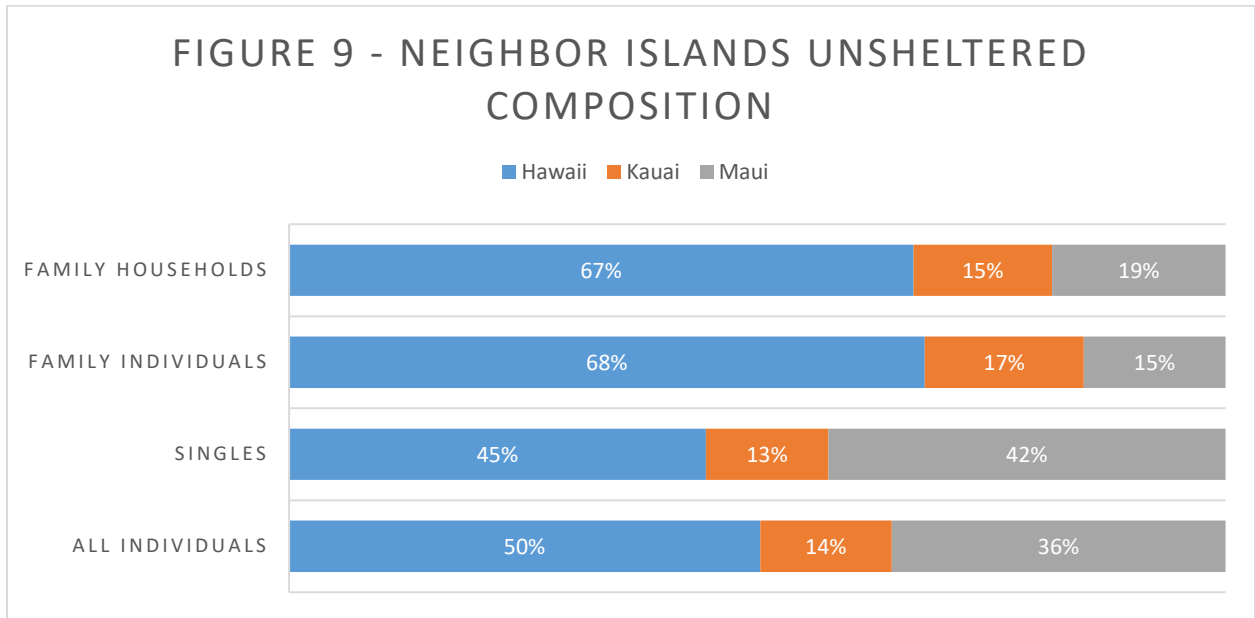
Region	Singles		Family Individuals		All Individuals		Family Households	
	#	%	#	%	#	%	#	%
1: West	11	8.4%	9	16.1%	20	10.7%	2	16.7%
2: South	6	4.6%	0	0.0%	6	3.2%	0	0.0%
3: South Central	68	51.9%	27	48.2%	95	50.8%	7	58.3%
4: East	36	27.5%	20	35.7%	56	29.9%	3	25.0%
5: North	10	7.6%	0	0.0%	10	5.3%	0	0.0%
TOTAL	131	100.0%	56	100.0%	187	100.0%	12	100.0%

Demographic characteristics for the unsheltered populations are expanded in appendix one. The tables in this appendix present subpopulation information for unsheltered homeless individuals as well as summaries of youth and veteran homelessness.

The link below presents previous year’s PIT reports for comparison:

<http://www.hawaiihmis.org/publications/pit-counts/>

Figure 9 presents the data from Tables 31 through 33 aggregately.



Appendix 1: 2018 Neighbor Islands HUD HDX Tables

HUD HDX Table 1 – Neighbor Islands

HI-500 Homeless Populations

Households with at least one Adult & one Child

Persons in Households with at least one Adult and one Child

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total # of households	84	51	81	216
Total # of Persons (Adults & Children)	298	181	330	809
# of Persons (under age 18)	174	105	177	456
# of Persons (18-24)	24	13	32	69
# of Persons (over age 24)	100	63	121	284

Gender (adults and children)

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Female	171	99	170	440
Male	127	82	160	369
Transgender	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0

Ethnicity (adults and children)

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Non-Hispanic/Non-Latino	255	156	253	664
Hispanic/Latino	43	25	77	145

Race (adults and children)

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
White	37	20	43	100
Black or African-American	5	4	4	13
Asian	5	7	7	19
American Indian or Alaska Native	0	0	2	2
Native Hawaiian or Other Pacific Islander	133	105	139	377
Multiple Races	118	45	135	298

Chronically Homeless

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total # of households	7	N/A	13	20

Total # of persons	20	N/A	60	80
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HUD HDX Table 2 - Neighbor Islands

HI-500 Homeless Populations

Households with only Children

Persons in Households with only Children

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total # of households	0	0	1	1
Total # of children (< 18)	0	0	1	1

Gender

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Female	0	0	1	1
Male	0	0	0	0
Transgender	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0

Ethnicity

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Non-Hispanic/Non-Latino	0	0	1	1
Hispanic/Latino	0	0	0	0

Race

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
White	0	0	0	0
Black or African-American	0	0	0	0
Asian	0	0	0	0
American Indian or Alaska Native	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0
Multiple Races	0	0	1	1

Chronically Homeless

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total # of persons	0	N/A	0	0

HUD HDX Table 3 - Neighbor Islands

HI-500 Homeless Populations

Households without Children

Persons in Households without Children

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total # of households	174	36	891	1,101
Total # of Persons (Adults)	187	39	999	1,225
# of Persons (age 18-24)	10	3	46	59
# of Persons (over age 24)	177	36	953	1,166

Gender

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Female	63	25	328	416
Male	124	14	664	802
Transgender	0	0	4	4
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	3	3

Ethnicity

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Non-Hispanic/Non-Latino	159	33	876	1,068
Hispanic/Latino	28	6	123	157

Race

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
White	91	15	463	569
Black or African-American	8	1	22	31
Asian	9	2	63	74
American Indian or Alaska Native	5	1	25	31
Native Hawaiian or Other Pacific Islander	27	8	201	236
Multiple Races	47	12	225	284

Chronically Homeless

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total # of persons	41	N/A	476	517

HUD HDX Table 4 - Neighbor Islands

HI-500 Homeless Subpopulations

Additional Homeless Subpopulations

Additional Homeless Subpopulations

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Adults with a Serious Mental Illness	87	19	422	528
Adults with a Substance Use Disorder	68	26	350	444
Adults with HIV/AIDS	3	0	7	10
Adult Survivors of Domestic Violence (optional)	26	12	N/A	38

HUD HDX Table 5 - Neighbor Islands

HI-500 Youth Populations

Unaccompanied Youth Households

Unaccompanied Youth Households

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total # of unaccompanied youth households	8	3	33	44
Total # of unaccompanied youth	8	3	35	46
# of unaccompanied children (under age 18)	0	0	1	1
# of unaccompanied young adults (ages 18 to24)	8	3	34	45

Gender (unaccompanied youth)

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Female	3	2	12	17
Male	5	1	23	29
Transgender	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0

Ethnicity (unaccompanied youth)

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Non-Hispanic/Non-Latino	7	3	28	38
Hispanic/Latino	1	0	7	8

Race (unaccompanied youth)

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
White	3	0	12	15
Black or African-American	0	0	0	0
Asian	0	1	2	3
American Indian or Alaska Native	1	0	0	1
Native Hawaiian or Other Pacific Islander	3	2	10	15
Multiple Races	1	0	11	12

Chronically Homeless

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total # of persons	2	N/A	8	10

HUD HDX Table 6 - Neighbor Islands

HI-500 Youth Populations

Parenting Youth Households

Parenting Youth Households

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total # of parenting youth households	9	5	9	23
Total # of persons in parenting youth households	25	18	32	75
Total Parenting Youth (youth parents only)	14	8	13	35
Total Children in Parenting Youth Households	11	10	19	40
# of parenting youth (under 18)	0	0	0	0
# of children in households with parenting youth under age 18 (children under age 18 with parents under 18)	0	0	0	0
# of parenting youth (18 to 24)	14	8	13	35
# of children in households with parenting youth age 18 to 24 (children under age 18 with parents age 18 to 24)	11	10	19	40

Gender (youth parents only)

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Female	9	5	9	23
Male	5	3	4	12
Transgender	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0

Ethnicity (youth parents only)

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Non-Hispanic/Non-Latino	10	8	10	28
Hispanic/Latino	4	0	3	7

Race (youth parents only)

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
White	1	2	2	5
Black or African-American	1	0	0	1
Asian	1	0	0	1
American Indian or Alaska Native	0	0	0	0
Native Hawaiian or Other Pacific Islander	7	6	9	22
Multiple Races	4	0	2	6

Chronically Homeless

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total # of households	0	N/A	0	0
Total # of persons	0	N/A	0	0

HUD HDX Table 7 - Neighbor Islands

HI-500 Veteran Populations

Veteran Households with at least one Adult & one Child

Persons in Households with at least one Adult & one Child

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total # of Households	2	0	1	3
Total # of Persons	7	0	4	11
Total # of Veterans	2	0	1	3

Gender (veterans only)

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Female	0	0	0	0
Male	2	0	1	3
Transgender	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0

Ethnicity (veterans only)

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Non-Hispanic/Non-Latino	1	0	1	2
Hispanic/Latino	1	0	0	1

Race (veterans only)

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
White	2	0	0	2
Black or African-American	0	0	0	0
Asian	0	0	0	0
American Indian or Alaska Native	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0
Multiple Races	0	0	1	1

Chronically Homeless

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total # of households	0	N/A	0	0
Total # of Persons	0	N/A	0	0

HUD HDX Table 8 - Neighbor Islands

HI-500 Veteran Populations

Veteran Households without Children

Persons in Households without Children

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total # of Households	23	3	96	122
Total # of Persons	24	4	118	146
Total # of Veterans	23	3	96	122

Gender (veterans only)

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Female	1	0	9	10
Male	22	3	87	112
Transgender	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0

Ethnicity (veterans only)

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Non-Hispanic/Non-Latino	21	3	89	113
Hispanic/Latino	2	0	7	9

Race (veterans only)

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
White	15	2	51	68
Black or African-American	0	0	4	4
Asian	2	0	4	6
American Indian or Alaska Native	0	0	3	3
Native Hawaiian or Other Pacific Islander	3	0	13	16
Multiple Races	3	1	21	25

Chronically Homeless

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total # of persons	8	N/A	63	71

Appendix 2: 2018 Neighbor Islands Survey Forms

The final versions of the Neighbor Islands Unsheltered Survey forms can be found at the following link:

<http://www.hawaii-hmis.org/news/2018-point-in-time-count-btg/>

Appendix 3: 2018 Non-HMIS Sheltered PIT Count Survey

Brief Instructions for this Non-HMIS Survey Form

- The information in this document is intended for shelters *not* entering data into the HMIS for the sheltered PIT count night of Monday, 1/22/18 (e.g. DV shelters). The below instructions should be read prior to filling out the tables.
- Please complete this form for the night of Monday, January 22, 2018.
- For providers with more than one shelter, please use a separate form for each shelter.
- Email completed forms to carlos@cperaroconsulting.com. Questions may also be directed to this address.
- Tables 1, 2, and 3 of Section 1 (pp. 4-5) are mutually exclusive. Each person sleeping in your program on the night of the count should be counted in only one of the tables.
- Table 1 counts information on households with at least one adult and one child under age 18 (families).
- Table 2 counts information on single adults, adult couples with no children, and groups of adults.
- Table 3 counts information on persons under age 18; which can include children in one-child households, adolescent parents and their children, adolescent siblings, or other household configurations composed only of children.
- Table 4 is required by HUD and captures subpopulation information for the adults counted in Tables 1-3. Subpopulation data should be limited to adults.
- HUD requires that all veterans counted in Tables 1-3, be broken out in Section 2, Tables 5 and 6. The persons counted in these tables are subsets of the counts in Tables 1-3, follow the same rationale noted above, but are strictly for veteran households where at least one of the adults is a veteran.
- HUD requires that all youth counted in Tables 1-3, be broken out in Section 3, Tables 7 and 8. The persons counted in these tables are subsets of the counts in Tables 1-3, follow the same rationale noted above, but are strictly for youth households where all members of the household are less than 25 years of age. Parenting youth and unaccompanied youth definitions are presented below Tables 7 and 8 for reference.
- Regarding Chronically Homeless households. Key Chronic Homeless terms for the various tables are outlined in Appendix A. For households of more than one person, when one household member qualifies as chronically homeless, all members of that household should be counted as chronically homeless.
- Please fill out the next page for identification purposes.

Please fill out the below Shelter and Contact Information:

Organization Name:

Program Name:

Program Type (e.g. emergency, transitional):

Name of Person Completing Survey:

Email:

Phone #:

Section 1: Population & Subpopulation Requirements for All Households

Table 1: Households with at Least One Adult and One Minor Child		TOTAL
1.	Total number of households	
2.	Total number of persons in those households	
	Number of children (under age 18)	
	Number of young adults (age 18-24)	
	Number of adults (over age 24)	
3.	Gender (adults and children)	
	Female	
	Male	
	Transgender	
	Gender Non-Conforming (i.e. not exclusively male or female)	
4.	Ethnicity (adults and children)	
	Non-Hispanic/Non-Latino	
	Hispanic/Latino	
5.	Race (adults and children) – <i>Please identify only one per person</i>	
	White	
	Black or African-American	
	Asian	
	American Indian or Alaska Native	
	Native Hawaiian or Other Pacific Islander	
	Multiple Races (at least two of the above races)	
6.	Chronically Homeless	
	Total number of households	
	Total number of persons in those households	

Table 2: Adult Households without Minor Children		TOTAL
1.	Total number of households	
2.	Total number of persons in those households	
	Number of young adults (age 18-24)	
	Number of adults (over age 24)	
3.	Gender of adults	
	Female	
	Male	
	Transgender	
	Gender Non-Conforming (i.e. not exclusively male or female)	
4.	Ethnicity of adults	
	Non-Hispanic/Non-Latino	
	Hispanic/Latino	
5.	Race of adults – <i>Please identify only one per adult</i>	
	White	
	Black or African-American	
	Asian	
	American Indian or Alaska Native	
	Native Hawaiian or Other Pacific Islander	
	Multiple Races (at least two of the above races)	
6.	Chronically Homeless	
	Total number of households	
	Total number of persons in those households	

	Table 3: Households with only children (all persons under age 18)	TOTAL
1.	Total number of households	
2.	Total number of children (under age 18)	
3.	Gender of children	
	Female	
	Male	
	Transgender	
	Gender Non-Conforming (i.e. not exclusively male or female)	
4.	Ethnicity of children	
	Non-Hispanic/Non-Latino	
	Hispanic/Latino	
5.	Race of children – <i>Please identify only one per child</i>	
	White	
	Black or African-American	
	Asian	
	American Indian or Alaska Native	
	Native Hawaiian or Other Pacific Islander	
	Multiple Races (at least two of the above races)	
6.	Chronically Homeless	
	Total number of households	
	Total number of persons in those households	

	Table 4: Subpopulation Data for the Adults in Tables 1-3	TOTAL
1.	Total number of adults with a Serious Mental Illness	
2.	Total number of adults with a Substance Use Disorder	
3.	Total number of adults with HIV/AIDS	
4.	Total number of adults that are Victims of Domestic Violence	

Section 2: Population Requirements for Veteran Households

Table 5: Veteran Households with at Least One Adult and One Minor Child		TOTAL
1.	Total number of households	
2.	Total number of persons in the above households	
3.	Total number of veterans	
4.	Gender (veterans only)	
	Female	
	Male	
	Transgender	
	Gender Non-Conforming (i.e. not exclusively male or female)	
5.	Ethnicity (veterans only)	
	Non-Hispanic/Non-Latino	
	Hispanic/Latino	
6.	Race (veterans only) – <i>Please identify only one per veteran</i>	
	White	
	Black or African-American	
	Asian	
	American Indian or Alaska Native	
	Native Hawaiian or Other Pacific Islander	
	Multiple Races (at least two of the above races)	
7.	Chronically Homeless	
	Total number of households	
	Total number of persons in those households	

Table 6: Veteran Households without Minor Children		TOTAL
1.	Total number of households	
2.	Total number of persons in the above households	
3.	Total number of veterans	
4.	Gender (veterans only)	
	Female	
	Male	
	Transgender	
	Gender Non-Conforming (i.e. not exclusively male or female)	
5.	Ethnicity (veterans only)	
	Non-Hispanic/Non-Latino	
	Hispanic/Latino	
6.	Race (veterans only) – <i>Please identify only one per veteran</i>	
	White	
	Black or African-American	
	Asian	
	American Indian or Alaska Native	
	Native Hawaiian or Other Pacific Islander	
	Multiple Races (at least two of the above races)	
7.	Chronically Homeless	
	Total number of households	
	Total number of persons in those households	

Section 3: Population Requirements for Youth Households (all household members under 25 years old)

Table 7: Unaccompanied Youth Households		TOTAL
1.	Total number of unaccompanied youth households*	
2.	Total number of unaccompanied youth	
	Number of unaccompanied youth (under age 18)	
	Number of unaccompanied youth (age 18 to 24)	
3.	Gender (unaccompanied youth)	
	Female	
	Male	
	Transgender	
	Gender Non-Conforming (i.e. not exclusively male or female)	
4.	Ethnicity (unaccompanied youth)	
	Non-Hispanic/Non-Latino	
	Hispanic/Latino	
5.	Race (unaccompanied youth) – <i>Please identify only one per unaccompanied youth</i>	
	White	
	Black or African-American	
	Asian	
	American Indian or Alaska Native	
	Native Hawaiian or Other Pacific Islander	
	Multiple Races (at least two of the above races)	
6.	Chronically Homeless	
	Total number of households	
	Total number of persons in those households	

*Unaccompanied youth are persons under age 25 who are not accompanied by a parent or guardian and 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.

Table 8: Parenting Youth Households		TOTAL
1.	Total number of parenting youth households**	
2.	Total number of persons in parenting youth households	
	Total number of parenting youth	
	Total children in parenting youth households	
	Number of parenting youth under age 18	
	# of children in households with parenting youth under age 18	
	Number of parenting youth age 18 to 24	
	# of children in households with parenting youth age 18 to 24	
3.	Gender (youth parents only)	
	Female	
	Male	
	Transgender	
	Gender Non-Conforming (i.e. not exclusively male or female)	
4.	Ethnicity (youth parents only)	
	Non-Hispanic/Non-Latino	
	Hispanic/Latino	
5.	Race (youth parents only) – <i>Please identify only one per youth parent</i>	
	White	
	Black or African-American	
	Asian	
	American Indian or Alaska Native	
	Native Hawaiian or Other Pacific Islander	
	Multiple Races (at least two of the above races)	
6.	Chronically Homeless	
	Total number of households	
	Total number of persons in those households	

**Parenting youth are youth who identify 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 over age 24 in the household

Appendix A: Key Chronic Homeless Terms

These terms do not directly correspond to the program requirements of HUD funding streams and must only be used for the purposes of the PIT.

Chronically Homeless Person – A person who:

- 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.

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. HIV/AIDS

Chronically Homeless Family with Children– A family with children where at least one adult or minor head of household is identified as CH. When one adult or minor head of household qualifies as CH, all members of that household should be counted as CH.

Appendix 4: 2018 Neighbor Islands PIT Count Overview

2018 Key PIT Dates:

- ***Sheltered date for the count is Monday, January 22, 2018***. Individuals and families staying in a shelter on this night will be counted. All sheltered intakes for clients residing in ES, TH, or Safe Haven (SH) projects should be entered into the HMIS by Monday, February 5, 2018. All Non-HMIS summary surveys for providers not participating in the HMIS (e.g. DV shelters) should be completed for clients residing in these projects on the night of Monday, January 22, 2018 and submitted to carlos@cperaroconsulting.com by Monday, January 29, 2018. The non-HMIS survey form will be available on the HMIS website and emailed out to non-HMIS participating providers.
- ***Unsheltered dates for the 2018 count are Tuesday, January 23, 2018 through Saturday January 27, 2018***. ONLY people who responded that they DID NOT stay indoors on Monday, January 22, 2018 should be surveyed. If a person responds by stating that they were sheltered or stayed indoors on the night of the 22nd, discontinue the survey and ***do not enter*** it into the PIT module of the HMIS. Ideally, surveying should be done at a variety of times including very early in the morning and late at night. Technically surveying can begin late Monday night once shelters have closed, however, this is not recommended due to some of the danger it poses to staff or volunteers. Outreach staff may want to consider surveying late Monday night and into early Tuesday morning if they are accustomed to this workflow. Service-based counts should also be utilized surveying. Service-based locations can include soup kitchens, day shelters, libraries, and other community locations. All unsheltered surveys collected by PIT staff and volunteers during the date range above must be entered in to the PIT module of the HMIS by ***Fri., Feb. 16, 2018***.
- ***Unsheltered PIT Kickoff is Tuesday, January 23rd*** for a concentrated outreach effort in each of the regions, which will continue through ***Saturday, January 27th***. Coordinators leading each of the regions (page two of this document) will be responsible for determining where and when to start each day. Lead coordinators should be contacted to determine starting times and locations during the unsheltered dates above. It is the hope that outreach staff and volunteers can be utilized as much as possible during the work-week.

Volunteers: Any assistance by students or volunteers during the week of the count is welcomed. ***All volunteers must register prior to the count with their affiliated organization for their particular region.*** Lead coordinators and contact information for Kauai, Maui, and Hawaii islands have been established on page two of this document so that volunteers wishing to canvass specific regions can reference as needed. Volunteers can be referred or reach out directly to lead coordinators to assist with the count; however, individual organizations are also encouraged to recruit volunteers to assist with their efforts. Regional lead coordinators and partnering organizations must make sure that all volunteers working in their areas are adequately trained, documented via the Volunteer Sign-Up Form, and have signed the 2018 PIT Contact and Confidentiality form. The training schedule for outreach personnel and volunteers is outlined on page two. Regional coordinators and individual organizations are urged to conduct volunteer trainings in addition to the below training schedule in the weeks leading up to the count.

Survey Instruments: The survey instruments for 2018 have been slightly modified to accommodate HUD's changes and to capture information that will be helpful to the CoC. The household (accompanied) and single (unaccompanied) surveys will be posted to the HMIS website in the coming week. It is recommended that the survey form for single clients be printed on white paper since most of the unsheltered clients encountered will be unaccompanied; and the survey instrument for households be printed on colored paper. The household survey form contains one survey page for the head of household, one survey form for other adults or unaccompanied youth within the household, and one survey form for any children under the age of 18 within these households. Each adult in the household should complete their own survey. Various household configurations, including youth households, will be covered during the PIT trainings. The training dates outlined below will review the survey instruments, canvassing procedures, and aspects of data quality in much further detail.

Trainings: There will be five (5) mandatory training sessions during January 2018 for coordinators, partners, homeless program staff, and volunteers. The training schedule for each county is as follows:

- **Kauai:**
Thursday, January 11, 2018 from 9:00 am-12:00 pm
Kauai Beach Resort, Orchid Room
 - **Maui:**
Tuesday, January 16, 2018, from 9:00 am-1:00 pm
Family Life Center, 95 South Kane Street, Kahului
 - **Hawaii, Kona:**
Wednesday, January 17, 2018 from 8:30 am-11:00 am
West Hawaii Civic Center, County Council Chambers
74-5044 Ane Keohokalole Hwy, Kailua-Kona, HI, 96740
 - **Hawaii, Hilo:**
Wednesday, January 17, 2018 from 2:00 pm-4:30 pm
Office of Housing & Community Development Corp. of Hawaii, Section 8 Conference Room 1990
Kinoole Street, Hilo, HI 96720
- Thursday, January 18, 2018; TBD
HMIS PIT Data Collection Training

After the training is completed and instructions are disseminated, leads and partners are urged to conduct volunteer trainings the week prior to the count to relay important coordination, surveying and safety topics.

All lead coordinators and partners will be responsible for organizing the personnel at hand for their regions and help to ensure that all surveyors are properly trained and equipped before each day's shift.

Survey Data Entry: Please ensure that proper channels are established so that all surveys completed by volunteers and agency staff are routed to regional lead coordinators responsible for the survey data entry. Before entering survey data, regional coordinators should follow data quality protocols established prior to the count. The trainings above and power points will outline key data quality fundamentals.

Surveys must be cleaned before being entered into the HMIS. Volunteers can assist with cleaning the data. However, it is imperative that only skilled HMIS staff are involved in HMIS data entry. Data quality is an extremely important aspect of the PIT. Steps for cleaning and entering survey data into the HMIS will be provided before the 2018 PIT takes place.

Neighbor Island Lead Coordinators and Contact Information:

Maui: Maude Cumming by email: maude@flcmaui.org

Kauai: Debra DeLuis at (808) 632-6950 or by email: debra.deluis@catholiccharitieshawaii.org

Hawaii: Brandee Menino at (808) 933-6013 or by email: bmenino@hopeserviceshawaii.org

Appendix 5: 2018 Contact & Confidentiality Form

Contact Information and Confidentiality Form** 2018 HOMELESS POINT-IN-TIME COUNT (PIT)

Name: _____ Phone #: _____

Position: _____ Agency: _____

E-mail: _____

Emergency Name and Contact #: _____

Preferred Geographic Region: _____

2018 Point-In-Time Count Statement of Confidentiality **MUST BE SIGNED BY ALL SURVEYORS**

All agency/outreach staff and volunteers associated with the collection of homeless population data during the 2018 Unsheltered Point in Time Count are subject to certain confidentiality guidelines.

These guidelines apply to all data collected during the five-day period from January 23rd to January 27th and to any data that may subsequently be entered into the HMIS from this period. The State of Hawaii's HMIS contains an appreciable amount of client information that must be confidentially maintained. There are several guidelines that the State of Hawaii would like to address regarding the collection and entry of client data into the HMIS for agency staff or volunteers.

- All client information gathered during the 2018 PIT will be held strictly confidential.
- All completed surveys will be kept out of public view.
- Personal HMIS user identifications and passwords will be kept secure and will not be shared.
- Client information viewed from within the HMIS is to remain confidential, regardless of whether an employee's job is terminated or concludes for any reason.
- Falsifying information about any client is strictly prohibited.

Your signature below indicates your agreement to comply with this statement of confidentiality.

Agency, if Applicable: _____

Print Name: _____

Signature: _____ Date _____

**Please gather and send all completed forms to the lead coordinator for your region. The lead coordinator will be responsible for collecting all consent forms.

Appendix 6: 2018 PIT Agency Instructions

AGENCY INSTRUCTIONS UNSHeltered HOMELESS SURVEYOR INSTRUCTIONS JANUARY 23rd to 27th, 2018 - HOMELESS POINT-IN-TIME COUNT

- Unsheltered canvassing begins Tuesday, January 23rd and ends Saturday, January 27th. The official night of the count is Monday, January 22nd.
- Please survey all unsheltered individuals and households that are normally outreached as well as individuals that are randomly encountered during the PIT Count week.
- If you have staff and/or volunteers assisting in the Tuesday Kickoff or doing outreach during the week, please make sure that it is coordinated with the agency or person who is the lead coordinator for that area. Volunteers should be under the oversight of trained outreach personnel and trained prior to the canvassing week.
- Confirm that staff and volunteers helping with the surveying have filled out and signed the Contact and Confidentiality form. These forms should be collected and turned into your County lead.
- Ensure that proper channels are established so that all surveys completed by volunteers and agency staff are routed to the regional coordinators. Before entering survey data, regional coordinators should follow data quality protocols established prior to the count.
- Surveys must be cleaned before they are entered in to the HMIS. Volunteers can assist with cleaning the surveys; however, it is imperative that only skilled HMIS staff are involved in HMIS data entry. Data quality is an extremely important aspect of the PIT. Steps for updating client records, and cleaning and entering survey data into the HMIS will be provided before the 2018 PIT Count takes place.
- Ensure that staff/volunteers have been properly trained by personnel that has attended the PIT training and reviewed the surveyor instructions handout. Training materials will be delivered several weeks prior to the unsheltered canvassing.
- If you have any questions regarding the PIT, please contact your County lead coordinator:
 - **Maui:** Maude Cumming by email: maude@flcmaui.org
 - **Kauai:** Debra DeLuis at (808) 632-6950 or by email: debra.deluis@catholiccharitieshawaii.org
 - **Hawaii:** Brandee Menino at (808) 933-6013 or by email: bmenino@hopeserviceshawaii.org

Safety Tips for Surveyors

- Never survey alone – work in pairs and always stay within eyesight of others.
- Never survey in an isolated area.
- If there is an area that you do not feel comfortable surveying, do not survey and let the coordinator know that the area was not surveyed.
- It is recommended that surveyors wear white or brighter colors to be easily visible. Wear comfortable clothes and shoes. Limit the accessories worn, e.g. earrings, watches, chains, etc.
- Look for any suspicious or dangerous activities when arriving at a site and avoid these areas.
- Be observant of people around you and look up often while administering the survey.
- Stay out of enclosed or tight spaces.
- Do not pressure anyone to participate in the survey.
- In case of an emergency, immediately call or have another person call 911.

Appendix 7: Additional 2018 PIT Count Instructions

The below provides clarification on several of the survey fields for the 2018 PIT Count. Surveyors and volunteers should review the below before the week of the unsheltered count.

Single Survey Key Points

- Interviewer's name, Agency/Group, Site of Interview, and Date fields – These fields should all have 0% missing data rates. Coordinating agencies responsible for the collection of surveys should review survey forms daily to ensure that this information has been filled in correctly. Staff responsible for data entry should ensure that these fields have been filled on the hardcopy forms prior to entry into the PIT HMIS module
- Date field – As a data quality check, all survey dates should be in the range 1/23/18 to 1/29/18
- Site of Interview (**Actual Location**) - If this is an office location please denote as such Example: U.S.VETS (Office), FLC (Office), CAV (Office). This will allow distinction between interviews completed “on the streets” versus office settings.
- Clients indicating that they were sheltered on the night of 1/22/18 should not be surveyed. **If clients indicate that they were sheltered, STOP, and don't continue the survey.**
- Prior to entry into the PIT HMIS module, **survey records should be reviewed and checked against shelter census counts and sheltered locations to ensure that these records are not entered into the HMIS.** Statewide each year there are hundreds of inaccurately entered surveys that are ultimately weeded out of the dataset. A quick review can save time and improve reporting.
- **First/Last Name fields (1) – VERY IMPORTANT TO COMPLETE. These fields are incredibly important to link PIT and HMIS data, and unduplicate PIT datasets.** The rate of missing information can be improved as skilled outreach personnel interact with clients that they serve regularly. This is why 1) volunteers should be paired with skilled outreach staff, 2) outreach staff are asked as much as possible to use the whole PIT week, and 3) volunteers should let outreach personnel know if clients refuse to be surveyed so that they have the potential to be counted.
Collection of first name and last initial is NOT a good substitute for collecting full last name and full first name. Example “John S.” – CANNOT be linked to HMIS records.
- Surveys should be cleaned prior to entry by volunteers or agency staff to ensure that duplicate surveys are weeded out. After identifying duplicates, one survey should be entered based on the information on the duplicate surveys.
- DOB field – If client refuses to answer, estimate based on perception – this is better than unknown/missing data. DQ missing/unknown rates should be very low ~ 0%.
- Gender - DQ missing/unknown rates should be very low ~ 0%.

Household (HH) Survey Key Points

In addition to the above, the following will improve household data collection during the PIT Count week and the accuracy of the PIT reporting.

- Number of adults in HH field– This number should equal the number of hardcopy HoH and Other Adult surveys collected for the Household. Examples where the HH survey would be used include families, couples, and groups of adults/unaccompanied youth. Data quality checks should ensure that these equate prior to entry into the PIT HMIS module.
- It is recommended that household forms are printed on colored paper for easy identification and so that HH surveys are not accidentally entered as singles.
- Number of children under 18 – this number should match the actual number of children accounted for during the survey week and surveyed on the child form.

NOTE: Only children staying unsheltered the night of the count should be counted. If children were sheltered on the night of 1/22/18 – these children should not be counted.

Specific Issues from Last Year to Eliminate or Minimize in 2018

- 1) Sheltered individuals inputted as unsheltered persons.
- 2) Unsheltered Persons active in HMIS programs. In the weeks leading up to the count, programs should review their open cases in the HMIS and exit if necessary. Active listings as of the PIT date can be used as checklists to improve the accuracy of the count.
- 3) Shelter programs (ES/TH) should ensure all exits and intakes are entered so that clients on internal census counts are also active in the HMIS.

Appendix 8: BTG Preparation for the 2018 PIT Count

Background

Analysis of historical PIT count data reveals inconsistencies between individuals active in the unsheltered HMIS and actual canvassing efforts. PIC and BTG are asking outreach programs to utilize the steps in this document to help prepare for the 2018 count to produce the most accurate count possible. Recently, the HMIS showed the following counts of active clients in street outreach programs.

Street Outreach Program Count			
Active as of November 30, 2017			
Programs	CoC	Active Count	Number of Veterans
FLC - Maui Regions 1, 2, 3, 6 - Street Outreach (HPO)	BTG	53	5
FLC - Maui Regions 4, 5 - Street Outreach (HPO)	BTG	47	6
HOPE - Hawaii Regions 1, 8, 9, 10 - Street Outreach (HPO)	BTG	80	2
HOPE - Hawaii Regions 2, 3, 4, 5, 6, 7 - Street Outreach (HPO)	BTG	142	3
HOPE - PATH Street Outreach Program	BTG	51	1
KEO - Kauai All Regions - Street Outreach (HPO)	BTG	115	3
MHK - PATH Street Outreach Program	BTG	1	0
SARMY - Maui Homeless Outreach Program	BTG	46	3
ALEA - Street Outreach Program	PIC	2	0
CARE - Care Hawaii AMHD Street Outreach Program	PIC	52	3
CHOW - Oahu Region 1 - Street Outreach (HPO)	PIC	46	3
CHOW - Oahu Region 2 - Street Outreach (HPO)	PIC	1	0
CHOW - Oahu Region 6 - Street Outreach (HPO)	PIC	1	0
HNP - Hale Na`au Pono AMHD Street Outreach Program	PIC	2	0
IHS - Oahu Region 1 - Street Outreach (HPO)	PIC	69	7
IHS - Oahu Region 2 - Street Outreach (HPO)	PIC	192	15
IHS - Oahu Region 4 - Street Outreach (HPO)	PIC	49	8
KPHC - Oahu Region 1 - Street Outreach (HPO)	PIC	265	12
KPHC - Oahu Region 2 - Street Outreach (HPO)	PIC	7	1
KPHC - Oahu Region 6 - Street Outreach (HPO)	PIC	14	1
KPHC - PATH Street Outreach Program	PIC	130	9
KWO - Oahu Region 7 - Street Outreach (HPO)	PIC	68	0
MHK - Oahu Activity Center Homeless Outreach Program	PIC	3	0
NALO - Waimanalo Health Center Street Outreach	PIC	23	0
USVETS - BP Oahu Region 3 - Street Outreach (HPO)	PIC	129	15
USVETS - BP Oahu Region 5 - Street Outreach (HPO)	PIC	48	7
WCCHC - Homeless Outreach Program	PIC	264	8
TOTAL HI-501	PIC	1365	89
TOTAL HI-500	BTG	535	23
TOTAL STATEWIDE		1900	112

Ideally, all clients counted during the unsheltered PIT will have an active outreach intake in the HMIS, and all outreach clients with active HMIS records will be found during the unsheltered canvassing effort.

Using Active Outreach Lists

A key strategy for the PIT is for Outreach agencies to use their HMIS active lists as the basis for clients they should be finding and enumerating during the canvassing period. The steps below will help in this preparation. For the PIT count to improve, outreach agencies must set high standards for the whereabouts of the clients that they are serving as indicated by being active in their HMIS records.

One issue that has been identified in the past are verified homeless persons who have been served by drop-in centers and entered in to the HMIS during the week of the count, yet NOT enumerated as part of the PIT count effort. Agency staff serving persons requesting these types of services during the PIT count week should complete survey forms on all persons identifying as homeless.

Key Preparation Steps

1. Outreach agencies should first print out their active client lists from the HMIS using the “Household Listing” report under the “Reporting” menu. Select the outreach program and enter the same start and end date parameters. Export the output to Excel for a printable list to review.
2. The report produced above can be used to begin “cleaning” the HMIS active listing prior to the upcoming PIT count. If a client is not being actively served and staff do not know their unsheltered location, the client should be exited.
3. Clients that are housed should not be active in Homeless Outreach programs. These types of clients should be discharged with appropriate exit destination information once they become housed.

Next Steps

1. The revised report listing pulled very close to the count will be considered your agencies ACTIVE list of unsheltered homeless persons for the 2018 unsheltered count.
2. Canvassing efforts during the PIT week should focus on finding ALL THE PEOPLE ON THE ACTIVE HMIS OUTREACH LIST and documenting their current homeless status. This should aid in effectively targeting unsheltered homeless. These efforts can also include prefilling the PIT survey instruments for clients that agencies know will be unsheltered and have a high probability of residing in known locations during the count. These clients should be corroborated during the week of the count.