

HMIS Reporting PPR Goals 1 - 5

211

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Orange County
UNITED WAY

Agenda

1. Project Performance Overview
2. Goal 1 - Prioritize Clients Experiencing Literal Homelessness
3. Goal 2 - Decrease Length of Stay in Temporary Shelter & Outreach
4. Goal 3 - Decrease Length of Time in Prevention projects
5. Goal 4 - Place Households in Units As Soon As Possible
6. Running a Project Performance Report Demo
7. Goal 5 - Unit Utilization
8. Unit Utilization Demo

Meeting materials and recording will be available on the <https://ochmis.org/hmis-monthly-training-webinars/>



Q&A



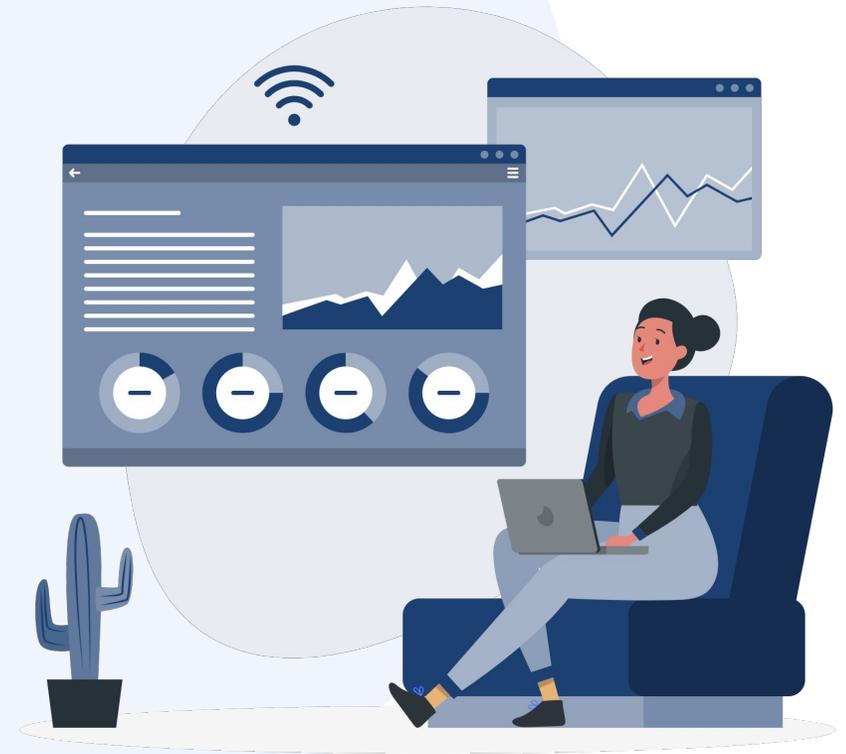
To better organize questions the HMIS Help Desk receives during the meeting, our Team recommends that you submit your questions through the Q&A option.

We request that you keep your questions general and related to the topics discussed in the meeting.

Agency specific questions is best supported through a HMIS Help Desk ticket submission, so our Team is able to further investigate and provide assistance for your request.

Project Performance Reports (PPR)

- Publishes performance data for all Street Outreach, Emergency Shelter, Transitional Housing, Rapid Re-Housing, and Permanent Supportive Housing/Other Permanent Housing projects that participate in HMIS
- Highlights different measures that HUD and the CoC have determined are important in effectively ending homelessness for the clients in Orange County
- Used to highlight successes for the different projects, and can be used to help providers develop processes and policies for improving performance



Graphic by: <https://storyset.com/online>

Project Performance Reports (PPR)

Schedule

	Street Outreach	Emergency Shelter	Transitional Housing	Rapid Re-Housing	PSH-OPH <i>Permanent Supportive Housing & Other Permanent Housing</i>	Homeless Prevention
Month Report is Published	August	January	December	May	October	March
Reporting Period	6/1 - 5/31	11/1 - 10/31	10/1 - 9/30	3/1 - 2/28	8/1 - 7/31	1/1 - 12/31
Month Report is Published	February	July	June	November	April	September
Reporting Period	12/1 - 11/30	5/1 - 4/30	4/1 - 3/31	9/1 - 8/31	2/1 - 1/31	7/1 - 6/30

Goal 1: Prioritize Clients Experiencing Literal Homelessness

Goal: 100% of clients in projects dedicated to serving clients experiencing homelessness come from **literal homelessness situations** to ensure that the CoC's limited resources are focused on those with the greatest need.

- Literal homeless situations: Place not meant for habitation, Emergency shelter, Safe Haven, Transitional housing for homeless persons (including homeless youth)
- Neutral situation: Clients entering from non-homeless situations-
 - Who are fleeing domestic violence situations.
 - Who are Chronically Homeless
 - Entering from an institutional setting where their length of stay was less than 90 days, and the client was homeless prior to entering the institution.
 - Entering from a non-homeless situation where their length of stay was less than 7 nights, and the client was homeless prior to entering the non-homeless situation.
 - PSH/OPH projects only - Entries from the following subsidy types: PSH, RRH, Other permanent housing dedicated for formerly homeless



Graphic by: <https://storyset.com/online>

Goal 1: Prioritize Clients Experiencing Literal Homelessness

3.917 Prior Living Situation

To identify the type of living situation and length of stay in that situation immediately prior to project start for all adults and the Head of Household.

- Entry Screen - Data collected for Head of Household and Adults
- Applicable Project Types & Targets:
 - Street Outreach: = 100%
 - Emergency Shelter: = 100%
 - Transitional Housing: = 100%
 - Rapid Re-Housing (RRH): = 100%
 - Permanent Supportive Housing (PSH-OPH): = 100%

KB: [Prior Living Situation 3.917A](#) & [Prior Living Situation 3.917B](#)

PRIOR LIVING SITUATION	
Type of Residence	Place not meant for habitation (e.g., a vehicle, an abandoned building, bu▼
Length of Stay in Prior Living Situation	One year or longer ▼
Approximate Date Homelessness Started	01/01/2024 
Number of times on the streets, in ES, or Safe Haven in the past three years	One Time ▼
Total number of months homeless on the streets, in ES, or Safe Haven in the past three years	More than 12 Months ▼

Goal 2: Decrease Length of Stay in Temporary Shelter & Outreach

Goal: Clients enrolled in Street Outreach, Emergency Shelter, and Transitional Housing projects **spend as little time as possible experiencing homelessness** in these project types before moving to more stable housing situations.

- Data collected for clients active during the reporting period
- Applicable Project Types & Targets:
 - Street Outreach: ≤ 65 Days
 - Emergency Shelter: ≤ 30 Days
 - Transitional Housing: ≤ 180 Days



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Goal 2: Decrease Length of Stay in Temporary Shelter & Outreach

- This measure is calculated by counting the number of days between the client’s **Project Start Date** and **Project Exit Date** for Street Outreach, Transitional Housing, and Emergency Shelter Entry/Exit projects.
- For Emergency Shelter Night-By-Night projects, this measure is calculated by **counting the number of bed night services provided** during the enrollment.

KB: [Street Outreach Exiting Protocol](#) & [Project Exit Date](#)

Project	Project Exit Date in HMIS
Street Outreach	<p>Clients enrolled in Street Outreach projects should be exited in the following manner:</p> <ul style="list-style-type: none"> • If a client is referred to an Emergency Shelter (ES) or Transitional Housing (TH) project, the client should be exited on the date the client enrolled into the ES or TH project. • If the client was referred to a Rapid Re-Housing (RRH), Permanent Supportive Housing (PSH), or Other Permanent Housing (OPH) project, the client should be exited from the SO project with an exit date of the client's Housing Move-in Date in the project they were referred to. • If staff has not made any contact with the client within 60 days of the last contact date.
Site Based Residential Projects: Emergency Shelter/Transitional Housing	The last day of continuous stay in the project before the client transfers to another residential project or otherwise stops residing in the project.
Tenant-based Permanent Housing projects: Permanent Housing, including Rapid Rehousing	The last day the client receives rental assistance or supportive services (RRH) or is provided rental assistance (tenant-based PSH, transition-in-place, or other permanent housing).
Non-residential projects: Services Only, Homelessness Prevention	The last day a service was provided or the last date of a period of ongoing service.

Goal 3: Decrease Length of Time in Prevention projects

Goal: Clients enrolled in Homeless Prevention projects spend as little time as possible in a Homelessness Prevention project by receiving services that stabilize their housing situation as quickly as possible.

- Data collected for clients active during the reporting period
- Applicable Project Type & Target:
 - Homelessness Prevention: ≤ 60 Days
- This measure is calculated by counting the number of days between the client's **Project Start Date** and **Project Exit Date or Reporting Period End Date (whichever is earlier)**.

The screenshot displays a software interface for managing client programs. At the top, a navigation bar includes tabs for 'Enrollment', 'History', 'Assessments', 'Goals', 'Notes', 'Files', and 'Forms', with an 'Exit' button on the far right. The main content area is divided into two sections: 'Enroll Program for client' and 'End Program for client'. In the 'Enroll Program for client' section, the 'Project Start Date' is set to 06/01/2025, with a calendar icon and the number 25. Below this, a secondary navigation bar is visible, with the 'Exit' button highlighted by an orange box. The 'End Program for client' section shows the 'Project Exit Date' as 07/30/2025, also with a calendar icon and the number 25.

Goal 4: Place Households in Units As Soon As Possible

Goal: Place clients in RRH/PSH-OPH projects into **permanent housing as quickly as possible** to reduce the amount of time clients remain homeless.

- Data collected for clients active during the reporting period
- Applicable Project Types & Targets:
 - Rapid Re-Housing (RRH): ≤ 30 Days
 - Permanent Supportive Housing (PSH-OPH): ≤ 30 Days



Graphic by: <https://storyset.com/online>

Goal 4: Place Households in Units As Soon As Possible

This measure is calculated by counting the number of days between the client's **Project Start Date** and **Housing Move-In Date**.

A 'Housing Move-In Date' must be recorded at the point the household moves into a permanent living situation. "Move-in" means a lease arrangement has been made, the client has a key or entry ability to the unit, and that the **client has physically slept in the unit**.

KB: [Housing Move In Date](#)

The screenshot shows a software interface with a navigation bar at the top containing 'Enrollment', 'History', 'Assessments', 'Goals', 'Notes', 'Files', and 'Forms'. The 'Enrollment' tab is highlighted with an orange border. Below the navigation bar, the text 'Enroll Program for client' is displayed. There are two date fields: 'Project Start Date' with the value '07/01/2025' and a calendar icon, and 'Housing Move-In Date' with the value '07/28/2025' and a calendar icon. Below these is a section titled 'TRANSLATION ASSISTANCE NEEDED' with a dropdown menu set to 'No'. At the bottom, there is a note: 'COMPLETE HOUSING MOVE-IN DATE WHEN CLIENT MOVES INTO A PERMANENT HOUSING UNIT'.

Project Performance Report Dashboards

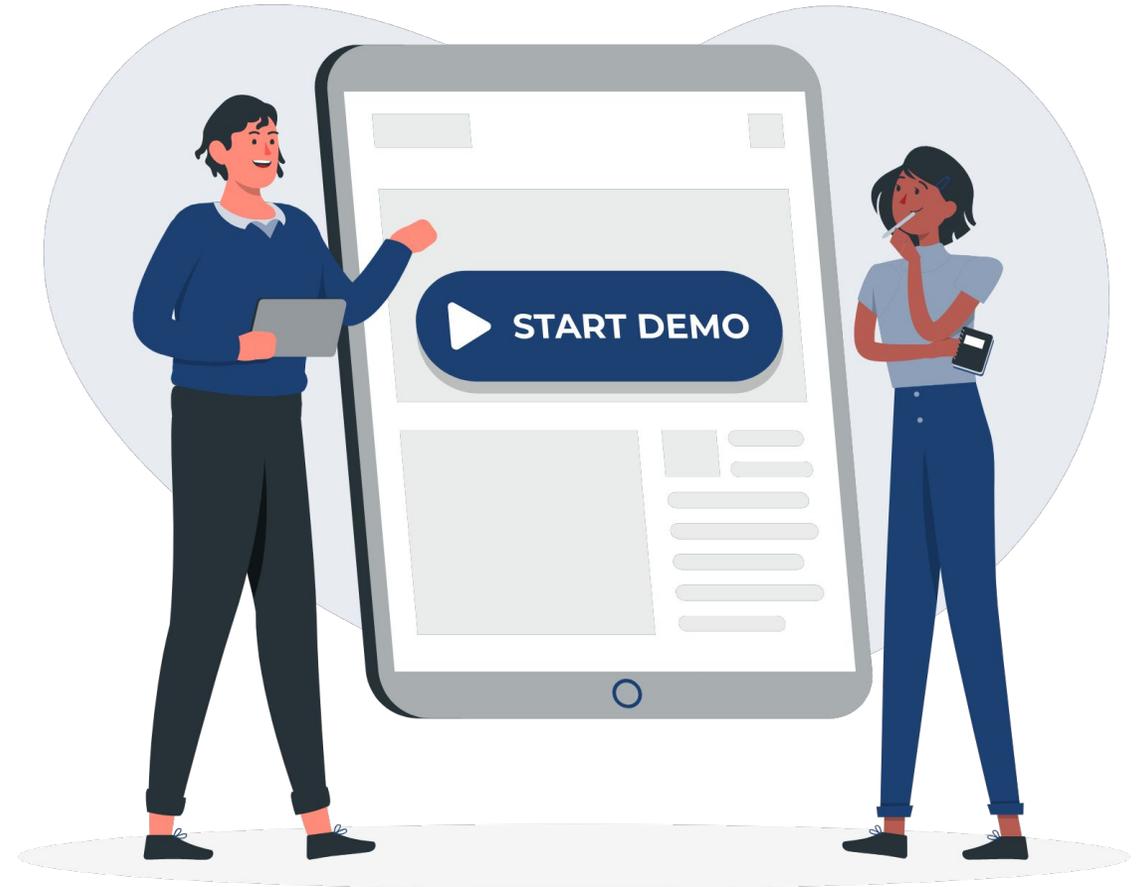
To access the Project Performance Report Dashboards:

- From the Launch Pad (waffle icon), select Reports
- Select Data Analysis
- Expand the Orange County Clarity System Reports
 - Scroll down to the Project Performance Report section
 - Each project type will have two dashboards: The **Report** will provide a snapshot of the agency's performance and the **Report Details** will provide client level data
 - Unit Utilization Reports is used to determine performance score for Goal 5

The screenshot shows a web interface for 'DATA ANALYSIS'. At the top, there are navigation tabs: 'REPORT LIBRARY', 'EXPLORE', and 'DATA ANALYSIS' (which is highlighted with an orange box). Below the tabs, the page is titled 'DATA ANALYSIS'. There are three main sections:

- Built In Reports**: 12 report(s) with a dropdown arrow.
- Orange County Clarity System Reports**: 151 report(s) with an expand arrow.
- Project Performance Reports**: A list of 14 reports, each with a 'RUN' button and a refresh icon. The reports are:
 - Emergency Shelter Project Performance Report
 - Emergency Shelter Project Performance Report Details
 - Homelessness Prevention Project Performance Report
 - Homelessness Prevention Project Performance Report Details
 - PSH/OPH Project Performance Report
 - PSH/OPH Project Performance Report Details
 - Rapid Re-Housing Project Performance Report
 - Rapid Re-Housing Project Performance Report Details
 - Street Outreach Project Performance Report
 - Street Outreach Project Performance Report Details
 - Transitional Housing Project Performance Report
 - Transitional Housing Project Performance Report Details
 - Unit Utilization - Bed Inventory
 - Unit Utilization - Beds/Units Provided

Project Performance Report Dashboard Demo



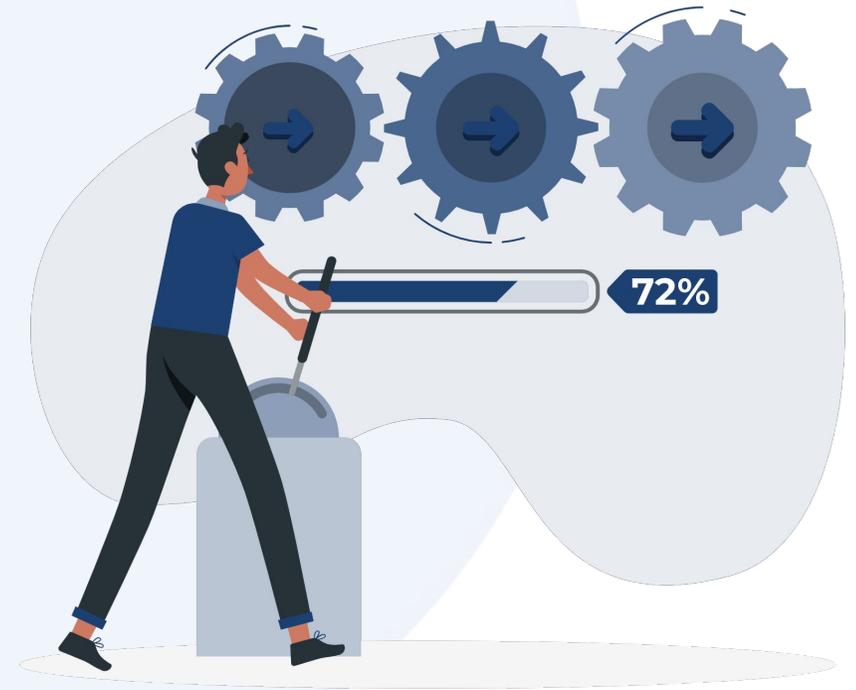
Graphic by: <https://storyset.com/online>

Goal 5: Ensure Projects are being Fully Utilized

Goal: Ensure that **all available beds are filled as often as possible** to reduce the amount of time people experiencing homelessness are unsheltered.

- Data collected for Heads of Households in households with adults and children, and all clients in households without children or with only children.
- Applicable Project Types & Targets:
 - Emergency Shelter: $\geq 70\%$
 - Transitional Housing: $\geq 80\%$
 - Permanent Supportive Housing (PSH-OPH): $\geq 95\%$

KB: [Unit Utilization Reports & Agency Set-Up Review Dashboard](#)
[Request to Update Bed Inventory](#)



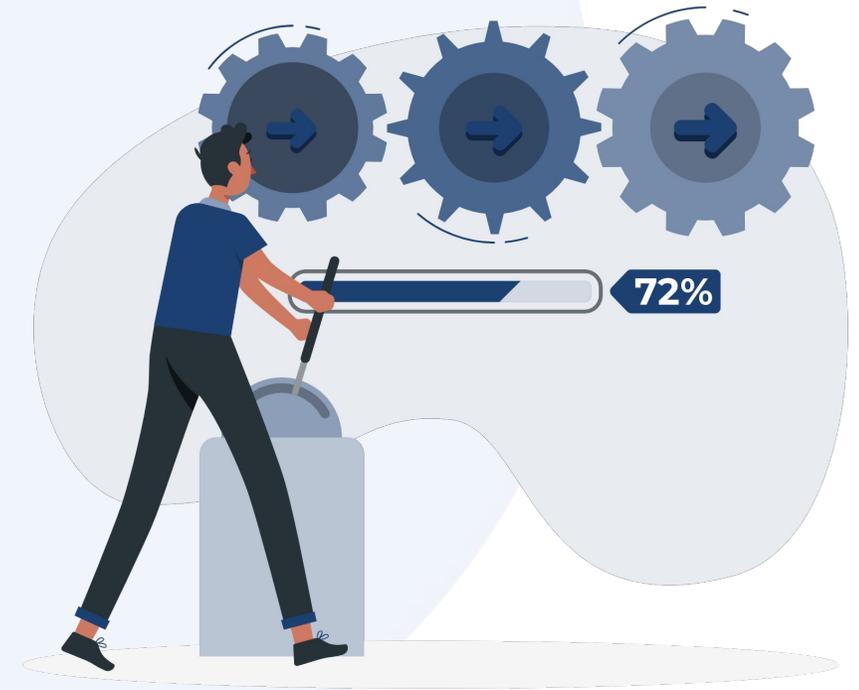
Graphic by: <https://storyset.com/online>

Goal 5: Ensure Projects are being Fully Utilized

The goal is calculated:

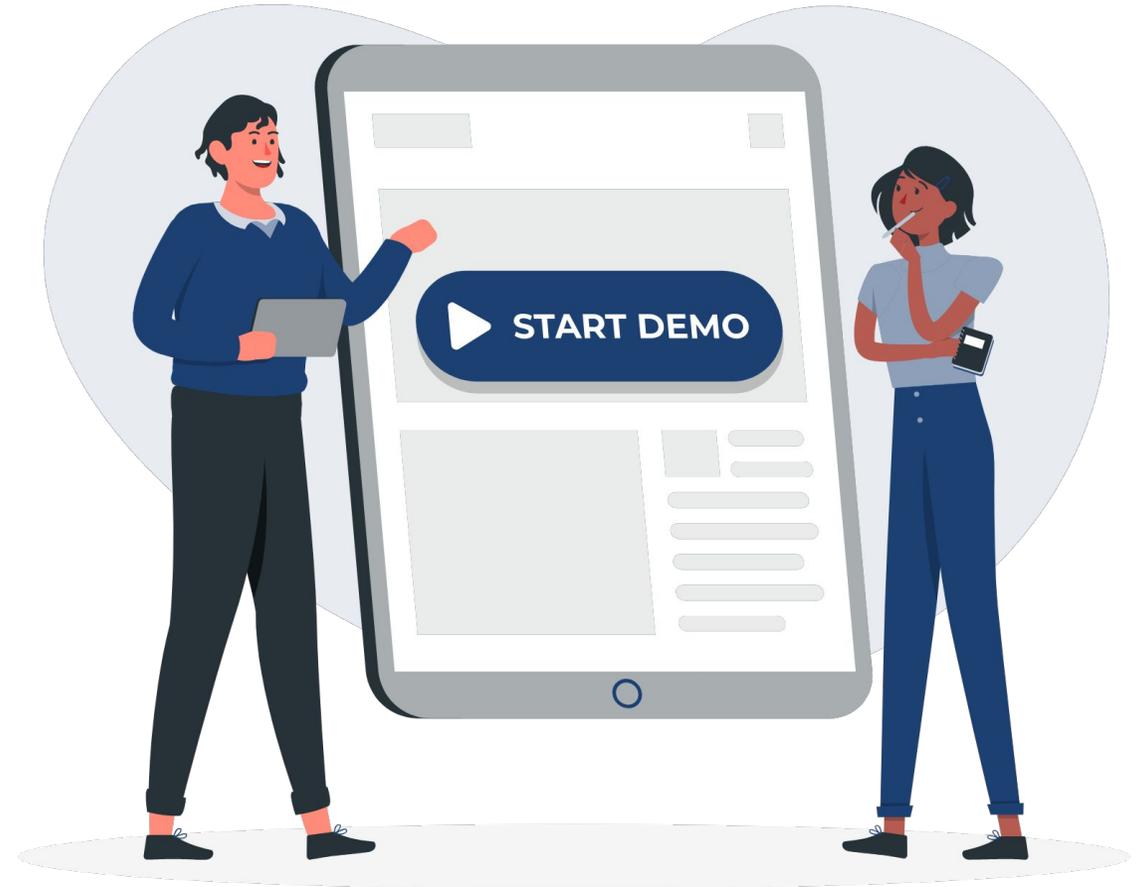
- For **households with adults and children**, the bed nights of the head of household active during the reporting period are compared to the number of days the project's unit inventory was available for occupancy during the reporting period.
- For **households without children and households with only children**, the bed nights of all clients active during the reporting period are compared to the number of days the project's bed inventory was available for occupancy during the reporting period.

KB: [Unit Utilization Reports](#) & [Agency Set-Up Review Dashboard](#)
[Request to Update Bed Inventory](#)



Graphic by: <https://storyset.com/online>

Project Performance Goal 5: Unit Utilization Demo



Graphic by: <https://storyset.com/online>

Project Performance Report Resources

- [Project Performance Report Overview & Published Project Performance Reports](#)
- [Street Outreach Exiting Protocol](#)
- [Project Exit Date](#)
- [Housing Move In Date](#)
- [Unit Utilization Reports](#)
- [Agency Set-Up Review Dashboard](#)
- [Request to Update Bed Inventory](#)
- [HMIS Data Standards](#)

Q&A

Reminder: Please enter your agency name in the chat box for attendance





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