**Community Homelessness Report 2023-24:
Word version of the CHR questions Workbook**

**What is this workbook?**

This tool is a copy of the 2023-24 Community Homelessness Report (CHR) questions which can be used as a draft version when completing the CHR. It includes spaces to answer open-ended questions, and checkboxes where there are drop-down menus in the CHR template in Excel.

**This workbook is an optional tool**. This document **should not be submitted** to your Infrastructure Canada representative. Your 2023-24 CHR must be submitted using the CHR template in Excel available on the [Homelessness Learning Hub CHR e-course](https://homelessnesslearninghub.ca/library/resources/reaching-home-community-homelessness-report-reporting-tools/) .

This workbook follows the same order as the CHR template in Excel:

* [Section 1: Community Context](#_SECTION_1:_COMMUNITY)
* [Section 2: Coordinated Access and HMIS Self-Assessment](#_SECTION_2:_COORDINATED)
* [Section 3: Outcomes-Based Approach Self-Assessment](#_SECTION_3:_OUTCOMES-BASED)
* [Section 4: Community-Level Outcomes And Targets](#S4)

**What is the purpose of this tool?**

The purpose of this tool is to provide communities with a document to use as a draft for completing the 2023-24 CHR. For example, part of or the entire workbook could be used to spell check responses, or gather input on your responses from other staff and partners in your community using the “Tracked Changes” and “Comments” functions.

**Who can complete this tool?**

Any community can use this workbook to help them complete their 2023-24 CHR.

**Instructions for completing this workbook**

1. Download the workbook from the [Reaching Home Community Homelessness Report: Reporting Tools](https://homelessnesslearninghub.ca/library/resources/reaching-home-community-homelessness-report-reporting-tools/) webpage.
2. Fill out some or all of the questions within the workbook, as needed.
	1. In the CHR template in Excel, certain questions are shaded out automatically based on responses to prior questions. **The** i **icon throughout the workbook** indicates where a question may be shaded out in the CHR template in Excel based on your previous answers. When you reach a **i** icon, pause and read the specific instructions about the question that follows.
	2. There are notes providing additional context about certain questions throughout the CHR template in Excel. **The 💡 throughout the workbook** indicates where a note about a question is provided.
3. Once you have finalized your responses to the questions, copy and paste the response into the [CHR template in Excel](https://homelessnesslearninghub.ca/library/resources/reaching-home-community-homelessness-report-reporting-tools/).

**Reminder:** This workbook should not be submitted to your Infrastructure Canada Engagement and Partnership Officer in place of the 2023-24 CHR template in Excel.

# SECTION 1: COMMUNITY CONTEXT

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| **Overview** |
| * 1. **a)** Highlight any efforts and/or issues related to the work that your community has done to **prevent and/or reduce** **homelessness** and **increase access to safe, adequate housing** over the last year.

Your response could include information about:* Homelessness prevention and shelter diversion efforts;
* Housing move-ins;
* New investments in housing-related resources;
* Gaps in services;
* Collaboration with other sectors; and/or,
* Efforts to address homelessness for specific groups (e.g., youth).
 |
| \*Insert comments here\* |
| **1.1 b)** What **impact** did these efforts and/or issues have on your community’s outcomes over the last year (as reported in Section 4, if applicable)? Please enter N/A if the impact is not known at this time. |
| \*Insert comments here\* |
| * 1. How has the community’s approach to addressing homelessness changed over the last few years?

Communities are strongly encouraged to use the ***“Reflecting on the Changing Response to Homelessness”*** worksheet to help them reflect on how the approach has changed and the impact of these changes at the local level.  |
| \*Insert comments here\* |

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| **Collaboration between Indigenous and Non-Indigenous Partners** |
| **1.3** Please select your community from the drop-down menu. |
| i ***In the CHR Template,* *your response to question 1.3 will help determine if there is a distinct IH CE and/or IH CAB in your community. In questions 1.4 and 1.5, you will be asked about meaningful collaboration with Indigenous partners. Based on your response in question 1.3, “Indigenous partners” refers to:*** 1. ***Local Indigenous organizations, if you are a DC CE with no IH funding.***
2. ***Has only TH funding available.***
3. ***Has IH funding available. The DC CE and IH CE are distinct organizations. The IH CE is [organization name]. The DC CAB and IH CAB are distinct groups.***
4. ***Has IH funding available. The DC CE and IH CE are the same organization. The DC CAB and IH CAB are distinct groups.***
5. ***Has IH funding available. The DC CE and IH CE are distinct organizations. The IH CE is [organization name].The DC CAB and IH CAB are the same group.***
6. ***Has IH funding available. The DC CE and IH CE are the same organization. The DC CAB and IH CAB are the same group.***
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| **1.4 a)** Specific to Coordinated Access, the HMIS and the Outcomes-Based Approach, has there been ongoing, meaningful collaboration between the CE and Indigenous partners over the reporting period? |
| * Coordinated Access: ☐ Yes ☐ Not yet
* HMIS: ☐ Yes ☐ Not yet
* Outcomes-Based Approach: [ ]  Yes [ ]  Not yet
 |
| i ***If you selected “Yes” at least once in 1.4 a), please complete 1.4 b)***  |
| **1.4** **b)** In your response to 1.4(a) you noted that collaboration has occurred with Indigenous partners related to **at least one** of the following: Coordinated Access, the HMIS and/or the Outcomes-Based Approach. As a follow up to this, please indicate **if any** of the following activities took place: |
| * Indigenous partners have roles and responsibilities related to governance for the Coordinated Access system and/or the HMIS throughout the lifecycle of these systems (implementation, maintenance and improvement).
	+ Coordinated Access: [ ]  Yes [ ]  No
	+ HMIS: [ ]  Yes [ ]  No
* The perspectives of Indigenous partners are integrated into the work of the Coordinated Access system, use of the HMIS and the Outcomes-Based Approach.
	+ Coordinated Access: [ ]  Yes [ ]  No
	+ HMIS: ☐ Yes ☐ No
	+ Outcomes-Based Approach: [ ]  Yes [ ]  No
* Indigenous partners participate in Coordinated Access, use the HMIS and/or participate in the Outcomes-Based Approach.
	+ Coordinated Access: [ ]  Yes [ ]  No
	+ HMIS: [ ]  Yes [ ]  No
	+ Outcomes-Based Approach: [ ]  Yes [ ]  No
 |
| i ***If you selected “Yes” at least once in 1.4 a), please complete 1.4 c)***  |
| **1.4 c)** In your response to 1.4(a) you noted that collaboration has occurred with Indigenous partners. As a follow up to this, please describe the collaboration that took place in more detail. Your response **must** include the following elements: * When it occurred (e.g. “in February 2024” or “on an ongoing basis since 2022”);
* Who it was with (e.g. “the IH CE”, “organization A”);
* What aspects of Coordinated Access, the HMIS and/or the Outcomes-Based Approach were discussed; and,
* How Indigenous perspectives influenced the outcome.
 |
| \*Insert comments here\* |
| i ***If you selected “Not yet” in 1.4 a) at least once, please complete 1.4 d)*** |
| **1.4 d)** In your response to 1.4(a) you noted that collaboration did **not** occur with Indigenous partners. As a follow up to this, please describe why collaboration did not take place in more detail and how collaboration will happen over the coming year. Your response **must** include the following elements: * Related to the past year (2023-24), why meaningful collaboration with Indigenous partners did not take place.
* Related to the coming year (2024-25):
	+ When it will occur (e.g. “Over the coming year”, “in Summer 2024”);
	+ Who it will be with (e.g. “the IH CE”, “organization A”); and,
	+ What aspects of Coordinated Access, the HMIS and/or the Outcomes-Based Approach will be discussed.
 |
| \*Insert comments here\* |

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| **1.5 a)** Specific to the completion of this Community Homelessness Report (CHR), did ongoing, meaningful collaboration take place with local indigenous organizations? |
| **Select one:**[ ]  Yes[ ]  No |
| i ***If you selected “Yes” in 1.5 a), please complete 1.5 b)*** |
| **1.5** **b)** In your response to 1.5(a) you noted that collaboration occurred with Indigenous partners. As a follow up to this, please indicate which of the following activities took place: |
| * Engagement with Indigenous partners took place in the early stages of CHR development, to determine how collaboration should be undertaken for the CHR.

[ ]  Yes [ ]  No* Collaboration with Indigenous partners took place when developing and finalizing the CHR.

[ ]  Yes [ ]  Not yet* Indigenous partners reviewed and approved the final CHR.

[ ]  Yes [ ]  Not yet |
| i ***If you selected “Yes” 1.5 a), please complete 1.5 c)*** |
| **1.5 c)** In your response to 1.5(a) you noted that collaboration occurred with Indigenous partners. As a follow up to this, please describe the collaboration that took place in more detail. Your response **must** include the following elements: * How were Indigenous peoples engaged in these discussions;
* When did the collaboration occur;
* Who it was with (e.g. “the IH CE”, “organization A”); and,
* What sections of the CHR were informed by Indigenous input and/or perspectives.
 |
| \*Insert comments here\* |
| i ***If you selected “Not yet” in 1.5 a), please complete 1.5 d)*** |
| **1.5 d)** In your response to 1.5(a) you noted that collaboration did **not** occur with Indigenous partners. As a follow up to this, please describe why collaboration did not take place in more detail and what the plan is to ensure meaningful collaboration occurs during next year’s CHR process. Your response **must** include the following elements: * Related to this year’s CHR process (2023-24), why meaningful collaboration with Indigenous partners did not take place.
* Related to next year’s CHR process (2024-25):
	+ How will Indigenous peoples be engaged in these discussions;
	+ Who it will be with (e.g. “the IH CE”, “organization A”); and,
	+ When it will occur.
 |
| \*Insert comments here\* |

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| i ***If your community has a distinct IH CAB, please complete 1.6*** |
| **1.6 a)** Did the IH CAB sign-off on this CHR? |
| **Select one:**[ ]  Yes[ ]  No |
| i ***If you answered “No” in 1.6a), please complete 1.6 b)***  |
| **1.6 b)** Explain why IH CAB sign-off was not obtained and describe how engagement will take placewith the IH CAB during next year’s CHR process in more detail. Your response **must** include the following elements:* Related to the 2023-24 CHR process, why IH CAB sign-off was not obtained.
* Related to next year’s CHR process (2024-25):
	+ When the IH CAB will be engaged; and,
	+ How they will be engaged.
 |
| \*Insert comments here\* |

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| **Public Access to Results** |
| **1.7** As outlined in the Reaching Home Directives, communities are required to make a summary of the CHR publicly available. How will the public have access to this information? For example, which website will be used to publish the results? |
| \*Insert comments here\* |
| **End of Section 1** |

# SECTION 2: COORDINATED ACCESS AND HOMELESSNESS MANAGEMENT INFORMATION SYSTEM (HMIS) SELF-ASSESSMENT

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| **Governance** |
| **2.1** **a)** Is there a governance structure for the Coordinated Access system **and** theHMIS? |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |
| i ***If you selected “Not yet started” for 2.1 a), questions 2.1b), 2.1c), 2.1d) and 2.1e) are shaded out*** |
| **2.1** **b)** Is there a representative governance structure in place? Membership should include people that represent the following:* Population groups the Coordinated Access system intends to serve;
* Types of service providers that help prevent homelessness and those that help people transition from homelessness to stable, appropriate housing;
* Indigenous partners (more than a single representative, wherever possible);
* People with lived experience of homelessness; and,
* Provincial/territorial and municipal governments.
 |
| **Select one:**[ ]  Yes[ ]  Not yet started |
| **2.1** **c)** Is an integrated governance structure in place, where various homeless-serving sector roles and groups are aligned in support of the community’s overall goals to prevent and reduce homelessness? These roles and groups should include: * Community Entity;
* Community Advisory Board;
* Coordinated Access Lead and HMIS Lead roles;
* Provincial/territorial and/or municipal designations relative to managing homelessness funding, as applicable;
* Local groups with a mandate to prevent and/or reduce homelessness, as applicable; and,
* Local Indigenous partners, including Indigenous service delivery organizations, as applicable.
 |
| **Select one:**[ ]  Yes[ ]  Not yet started |
| **2.1** **d)** Is there a document that describes how the various homeless-serving sector roles and groups are integrated and aligned in support of the community’s overall goals to prevent and reduce homelessness and, if requested, can this documentation be made publicly available? |
| **Select one:**[ ]  Yes[ ]  Not yet started |
| **2.1** **e)** Have Terms of Reference for the governance structure been documented and, if requested, can they be made publicly available? |
| **Select one:**[ ]  Yes[ ]  Not yet started |

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| **2.2** **a)** Has a Coordinated Access Lead organization **and** an HMIS Lead organization been identified? |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |
| i ***If you selected “Not yet started” for 2.2 a), questions 2.2b) and 2.2c are shaded out***💡***The following questions are new for this year and ask about the roles and responsibilities for the Coordinated Access Lead and HMIS Lead, as well as related documentation. These questions are not used to assess progress with meeting minimum requirements for the 2019-2024 funding cycle.***  |
| **2.2** **b)** Do the Coordinated Access Lead and HMIS Lead collaborate to:* Improve service coordination and data management; and,
* Increase the quality and use of data to prevent and reduce homelessness?
 |
| **Select one:**[ ]  Yes[ ]  Not yet started |
| **2.2** **c)** Have Coordinated Access Lead and HMIS Lead roles and responsibilities been documented and, if requested, can this documentation be made publicly available? |
| **Select one:**[ ]  Yes[ ]  Not yet started |

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| **2.3** **a**) Do all service providers receiving funding through the Designated Communities (DC) or Territorial Homelessness (TH) stream participate in Coordinated Access? |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |
| 💡***The following questions are new for this year and ask about the roles and responsibilities for the Coordinated Access Lead and HMIS Lead, as well as related documentation. These questions are not used to assess progress with meeting minimum requirements for the 2019-2024 funding cycle.***  |
| **2.3** **b)** Over the last year, was participation in the Coordinated Access system encouraged from providers that serve people experiencing or at-risk of homelessness, and do not receive Reaching Home funding? They may or may not have agreed to participate at this time. |
| **Select one:**[ ]  Yes[ ]  Not yet started |
| **2.3** **c)** Over the last year, was participation encouraged from providers that could fill vacancies through the Coordinated Access system (e.g., they have housing units, subsidies and/or supports that could be accessed by people experiencing homelessness), and do not receive Reaching Home funding? They may or may not have agreed to participate at this time. |
| **Select one:**[ ]  Yes[ ]  Not yet started |

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| **Homelessness Management Information System (HMIS)** |
| **2.4 a)** Does your community have an HMIS to manage individual-level client data (i.e., person-specific data) and service provider information for Coordinated Access and the Outcomes-Based Approach? |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |
| **2.4 b)** In your community, is the Homeless Individuals and Families Information System (HIFIS) the HMIS that is being used? |
| **Select one:**[ ]  Yes[ ]  No |
| i ***If you selected “No” for 2.4b), please complete 2.4c)*** |
| **2.4 c)** Which HMIS is being used? |
| \*Insert comments here\* |
| i ***If you selected “No” for 2.4b), please complete 2.4d)*** |
| **2.4 d)** When was it implemented? |
| **\***Please add YYYY-MM-DD\* |
| i ***If you selected “Not yet started” for 2.4a), questions 2.4e), 2.4f) and 2.4g) are shaded out*** |
| **2.4 e)** In your community, are all Reaching Home-funded service providers actively using the same HMIS to manage individual-level client data (i.e., person-specific data) and service provider information for Coordinated Access and the Outcomes-Based Approach? This includes using the HMIS to generate data for the Unique Identifier List and outcome reporting. |
| **Select one:**[ ]  Yes[ ]  Not yet |
| **2.4 f)** Over the last year, were other non-Reaching Home-funded providers that serve people experiencing or at-risk of homelessness in the community encouraged to actively use the HMIS? They may or may not have agreed to do so at this time.  |
| **Select one:**[ ]  Yes[ ]  No[ ]  Not Applicable – all service providers already actively use the same HMIS |
| **2.4 g)** Are processes in place that ensure there are no unnecessary barriers preventing Indigenous partners from accessing the HMIS data and/or reports they need to help the people they serve? |
| **Select one:**[ ]  Yes[ ]  Not yet  |

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| **2.5** Has your community signed a Data Provision Agreement with the Department?**Reminder:** The Data Provision Agreement is an agreement between the Community Entity and the Department that outlines the roles and responsibilities between both parties, as well as authorizes the Department’s collection of certain non-directly identifiable data fields. |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |

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| **2.6** Do you have a set of local agreements to manage privacy, data sharing and client consent related to your HMIS that comply with municipal, provincial/territorial and federal laws? This includes:* A Community Data Sharing Agreement; and,
* A Client Consent Form.
 |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |

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| **2.7** Have you established safeguards to ensure the data collected in your HMIS is secured from unauthorized access? |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |

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| **Access Points to Service**  |
| **2.8** **a)** Are access points available in some form throughout the geographic area covered by the DC or TH funded region, so that people can be served regardless of where they are in the community? |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |
| 💡***The following question is new for this year and asks if the processes used to monitor and respond to access issues are documented and can be made available. It is not used to assess progress with meeting minimum requirements for the 2019-2024 funding cycle.*** |
| **b)** Have access points been documented and is this information publicly available? |
| **Select one:**[ ]  Yes[ ]  Not yet  |

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| **2.9** **a)** Are there processes in place to monitor if there is **easy** and **equitable** access to the Coordinated Access system and respond to any emerging issues, as appropriate? |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |
| i ***If you selected “Not yet started” for 2.9a), question 2.9b) is shaded out***💡***The following question is new for this year and asks if the processes used to monitor and respond to access issues are documented and can be made available. It is not used to assess progress with meeting minimum requirements for the 2019-2024 funding cycle.*** |
| **2.9** **b)** Have these processes been documented and, if requested, can this documentation be made available? |
| **Select one:**[ ]  Yes[ ]  Not yet  |

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| **2.10** Are there processes in place that ensure no one is denied access to service due to perceived housing or service barriers?  |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |

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| **Triage and Assessment**  |
| **2.11** **a)** Is the triage and assessment process documented in one or more policies/protocols, including an intake protocol for entering people into the Coordinated Access system and/or HMIS when they (re)connect with an access point? |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |
| i ***If you selected “Not yet started” for 2.11a), question 2.11b) is shaded out***💡***The following question is new for this year and asks if the processes used to monitor and respond to access issues are documented and can be made available. It is not used to assess progress with meeting minimum requirements for the 2019-2024 funding cycle.*** |
| **2.11** **b)** Does your documented triage and assessment process address the following:  |
| * Consents?

[ ]  Yes [ ]  Not yet* Intakes?

[ ]  Yes [ ]  Not yet* Initial triage?

[ ]  Yes [ ]  Not yet* More in-depth assessment?

[ ]  Yes [ ]  Not yet* Community referrals?

[ ]  Yes [ ]  Not yet* Housing plans?

[ ]  Yes [ ]  Not yet* Using a person-centred approach?

[ ]  Yes [ ]  Not yet |

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| 💡***The following question is not new for this year, but was revised to provide further flexibility.*** |
| **2.12 a)** Is a common, unified triage and assessment **process** being applied across all population groups in the community? |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |
| i ***If you selected “Not yet started” for 2.12a), question 2.12b) is shaded out***💡***The following question is new for this year and asks for more information from communities that are using more than one triage and/or assessment tool. This question is not used to assess progress with meeting minimum requirements for the 2019-2024 funding cycle.***  |
| **2.12 b)** If more than one triage and/or assessment tool is being used, is there a protocol in place that describes: |
| * When each tool should be used (e.g., tools used only for youth verses those that can be used with more than one population group).

[ ]  Not applicable – Only use one tool [ ]  Yes [ ]  Not yet* When a person/family could be asked to complete more than one tool (e.g., if an individual becomes part of a family or a youth becomes an adult).

[ ]  Not applicable – Only use one tool [ ]  Yes [ ]  Not yet* How the matching process will be managed in situations where more than one person/family is eligible for the same vacancy and, because data to inform prioritization was collected using different tools, results are not the same (e.g., one tool gives a higher score for depth of need than the other).

[ ]  Not applicable – Only use one tool [ ]  Yes [ ]  Not yet |

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| **Resource Inventory**  |
| **2.13** Are all housing-related resources funded through the DC or TH stream included in the Resource Inventory? |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |

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| **2.14** For each housing resource in the Coordinated Access Resource Inventory, have eligibility requirements been documented? |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |

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| **2.15** For each housing-related resource in the Resource Inventory, have prioritization criteria, and the order in which they will be applied, been documented? At minimum, depth of need (i.e., acuity) must be included as a factor in prioritization. |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |

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| **Vacancy Matching and Referral** |
| **2.16** **a)** Is the vacancy matching and referral process documented in one or more policies/protocols? |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |
| i ***If you selected “Not yet started” for 2.16a), question 2.16b) is shaded out***💡***The following question is new for this year and asks about your vacancy and matching process. It is not used to assess progress with meeting minimum requirements for the 2019-2024 funding cycle.*** |
| **2.16** **b)** Does your documented vacancy matching and referral process address the following: |
| * Roles and responsibilities?

[ ]  Yes [ ]  Not yet* Prioritization?

[ ]  Yes [ ]  Not yet* Referrals?

[ ]  Yes [ ]  Not yet* Offers?

[ ]  Yes [ ]  Not yet* Challenges?

[ ]  Yes [ ]  Not yet* Resource Inventory management?

[ ]  Yes [ ]  Not yet |

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| **2.17** Do the vacancy matching and referral policies/protocols specify how individual choice in housing options will be respected (allowing individuals and families to reject a referral without repercussions) **and** do they include processes specific to dealing with vacancy referral challenges, concerns and/or disagreements (including refusals of referrals)? |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |

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| **2.18** **a)** Are vacancies from the Resource Inventory filled using a Priority List, following the vacancy matching and referral process? |
| **Select one:**[ ]  Yes[ ]  Under development[ ]  Not yet started |
| i ***If you selected “Not yet started” for 2.18a), question 2.18b) and 2.18c) are shaded out***💡***The following questions are new for this year and ask about how the Priority List is generated. These questions are not used to assess progress with meeting minimum requirements for the 2019-2024 cycle.***  |
| **2.18** **b)** Is your HMIS used to generate the Priority List (i.e., person-specific data filtered from the broader Unique Identifier List to a Priority List)? |
| **Select one:**[ ]  Yes, HIFIS[ ]  Yes, other HMIS[ ]  No |
| i ***If you selected “Yes, HIFIS” or “Yes, other HMIS” for 2.18 b), 2.18 c) is shaded out*** |
| **2.18** **c)** How is the Priority List generated? |
| \*Insert comments here\* |

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| **System Map** |
| 💡***The following questions are new for this year and ask about the community’s system map. These questions are not used to assess progress with meeting minimum requirements for the 2019-2024 funding cycle.*** |
| **2.19** **a)** Does your community have a current system map? A system map identifies and describes the service providers that participate in the Coordinated Access system. |
| **Select one:**[ ]  Yes[ ]  Not yet  |
| i ***If you selected “Not yet started” for 2.19a), question 2.19b), 2.19c), and 2.19d) are shaded out*** |
| **2.19** **b)** Does your system map include the following elements: |
| * Name of the organization and/or service provider?

[ ]  Yes [ ]  Not yet* Type of service provider (e.g., emergency shelter, supportive housing)?

[ ]  Yes [ ]  Not yet* Funding source(s)?

[ ]  Yes [ ]  Not yet* Eligibility for service (e.g., youth)?

[ ]  Yes [ ]  Not yet* Capacity to serve (e.g., number of units)?

[ ]  Yes [ ]  Not yet* Role in the Coordinated Access system (e.g., access point)?

[ ]  Yes [ ]  Not yet* Role with maintaining quality data used for a Unique Identifier List (e.g., keep data up-to-date for housing history)?

[ ]  Yes [ ]  Not yet* If the service provider currently uses the HMIS?

[ ]  Yes [ ]  Not yet |
| **2.19** **c)** Can the system map be made publicly available, if requested? |
| **Select one:**[ ]  Yes[ ]  Not yet |
| **2.19** **d)** Over the last year, has your community used its system map to guide efforts to: |
| * Improve the Coordinated Access system (e.g., identify opportunities to increase participation)

[ ]  Yes [ ]  Not yet* Improve use of the HMIS (e.g., identify opportunities to onboard new service providers)

[ ]  Yes [ ]  Not yet* Improve data quality (e.g., increase data comprehensiveness)?

[ ]  Yes [ ]  Not yet |

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| **Service Navigation and Case Conferencing**  |
| 💡***The following questions are new for this year and ask about service navigation and case conferencing. These questions are not used to assess progress with meeting minimum requirements for the 2019-2024 funding cycle.***  |
| **2.20** **a)** Are there processes in place to ensure that people experiencing homelessness are being supported to move through the Coordinated Access process (referred to as service navigation and/or case conferencing)? These processes should include expectations for the following: |
| * Helping people to identify and overcome barriers to accessing appropriate services and/or housing-related resources.

[ ]  Yes [ ]  Not yet* Keeping people’s information up-to-date in the HMIS (e.g., interaction with the system, housing history, as well as data used to inform eligibility and prioritization for housing-related resources).

[ ]  Yes [ ]  Not yet |
| **2.20** **b)** Have service navigation and case conferencing processes been documented and, if requested, can this documentation be made publicly available? |
| **Select one:**[ ]  Yes[ ]  Not yet |

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| **Section 2 Summary Content** |
| **2.21** Highlight efforts and/or issues related to the work your community has done over the last year related to the Reaching Home minimum requirements for Coordinated Access and an HMIS.Your response should include:* An update about your community’s efforts to implement, maintain and/or improve the Coordinated Access system and the HMIS;
* Information about changes made to the Coordinated Access system and/or HMIS related to one or more minimum requirements that were identified as “completed” in a previous CHR, if applicable; and,
* Information about how people with lived experience of homelessness were engaged or will be engaged in one or more aspects of the Coordinated Access system or HMIS (e.g., taking on a governance role).
 |
| \*Insert comments here\* |

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| **End of Section 2** |

# SECTION 3: OUTCOMES-BASED APPROACH SELF-ASSESSMENT

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| **Part A) Having person-specific data for homelessness that is real-time and comprehensive and being able to track progress against targets for outcomes**  |
| **Step 1. Maintain person-specific data for homelessness** |
| **3.1** **a)** Is person-specific data managed in a single database in your community (e.g., HIFIS)? |
| **Select one:**[ ]  Yes[ ]  Not yet |
| i ***If you selected “Not yet started” for 3.1a), question 3.1b) and 3.1c) are shaded out*** |
| **3.1** **b)** What is the database used to manage person-specific data? |
| **Select one:**[ ]  HIFIS[ ]  Other HMIS[ ]  Excel[ ]  Other Database |
| i ***If you selected “Other Database” for 3.1b), please complete 3.1c)*** |
| **3.1** **c)** Please describe the other database: |
| \*Insert comments here\* |

|  |
| --- |
| **3.2** Does the dataset include people who are currently experiencing homelessness?  |
| **Select one:**[ ]  Yes[ ]  Not yet |

|  |
| --- |
| **3.3** Do people give their consent to be included in the dataset? |
| **Select one:**[ ]  Yes[ ]  Not yet |

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| **3.4** Do people appear only once in the dataset? |
| **Select one:**[ ]  Yes[ ]  Not yet |

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| i ***If you selected “Not yet” for any of the questions 3.1-3.4, your community does not maintain person-specific data for homelessness. You do not submit a response for all remaining questions in Section 3 and Section 4, except for the Section 3 summary tables and 3.29.*** |

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| **Step 2. Maintain real-time data** |
| **3.5** Is data about people experiencing homelessness updated monthly at minimum? |
| **Select one:**[ ]  Yes[ ]  Not yet |
| i ***If you selected “Not yet” in 3.5, Section 3 Step 4 and Section 4 are shaded out*** |

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| **Step 3. Maintain comprehensive data** |
| **3.6 a)** Which household types does the dataset include? Select all that apply. |
| * Single Adults?

[ ]  Yes [ ]  Not yet* Unaccompanied youth?

[ ]  Yes [ ]  Not yet* Families?

[ ]  Yes [ ]  Not yet |
| i ***If Families is “Yes” in 3.6a), please complete 3.6b)*** |
| **3.6 b)** Does the dataset include family members like dependents, or just the head of household? |
| **Select one:**[ ]  All family members including dependents[ ]  Only heads of households |

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| **3.7** Does the dataset include everyone that identifies as Indigenous that has interacted with the system in some way? |
| **Select one:**[ ]  Yes[ ]  Under Development[ ]  Not yet started |

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| **3.8** Are people added to the dataset as soon as they interact with the system? |
| **Select one:**[ ]  Yes – people are added on the first day [ ]  No – there is a waiting period before people are added |

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| **3.9** Does the dataset include everyone staying in emergency shelter, including: |
| * Permanent emergency shelter?

[ ]  Yes [ ]  Not yet* Seasonal or temporary emergency shelter?

[ ]  Yes [ ]  Not yet* Hotels/motel stays paid for by a service provider?

[ ]  Yes [ ]  Not yet* Hostels?

[ ]  Yes [ ]  Not yet* Domestic violence shelters?

[ ]  Yes [ ]  Not yet |

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| **3.10** Does the dataset include everyone being served through outreach at all locations (hotspots) where people are living unsheltered? |
| **Select one:**[ ]  Yes[ ]  Under Development[ ]  Not yet started |

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| **3.11** Does the dataset include everyone experiencing hidden homelessness that has interacted with the system in some way? |
| **Select one:**[ ]  Yes[ ]  Under Development[ ]  Not yet started |

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| **3.12** Does the dataset include everyone staying in transitional housing? |
| **Select one:**[ ]  Yes[ ]  Under Development[ ]  Not yet started[ ]  Not applicable  |

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| **3.13** Does the dataset include individuals staying in public institutions who do not have a fixed address (e.g., jail or hospital) that have interacted with the system in some way?  |
| **Select one:**[ ]  Yes[ ]  Under Development[ ]  Not yet started |

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| **3.14** Under the Outcomes-Based Approach, data comprehensiveness refers to data that reflects community-level homelessness.Compared to other sources of data about homelessness, how comprehensive is the person-specific dataset? Does it accurately reflect community-level homelessness? If not, which population groups may be missing?Communities are strongly encouraged to use the **“*Understanding Community-Level Data*”** worksheet to help them reflect on the comprehensiveness of their dataset. |
| \*Insert comments here\* |

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| --- |
| **3.15** Consider your answers to questions 3.6 to 3.14. In your opinion, does your dataset include everyone currently experiencing homelessness in your community that has interacted with the system in some way? |
| **Select one:**[ ]  Yes[ ]  Not yet  |
| i ***If you selected “Not yet” in 3.15, Section 3 Step 4 and Section 4 are shaded out*** |

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| **Step 4. Track outcomes and progress against targets** |
| **3.16** When did the dataset become real-time **and** comprehensive? |
| * Year: [please add here]
* Month: [please add here]
* Day: [please add here]
 |
| i ***If the day in 3.16 is after “January 1, 2024”, 3.17 and 3.18 are shaded out*** |

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| **3.17** Can **monthly data** be generated for the following core outcomes: |
| **3.17 a)** **Outcome #1:** People who experienced homelessness for at least one day (that month) |
| **Select one:**[ ]  Yes[ ]  No |
| i***If “No” in 3.17a), 3.18a) and Monthly Outcome #1 in Section 4 are shaded out*** |
| **3.17 b) Outcome #2:** People who were newly identified (that month) |
| **Select one:**[ ]  Yes[ ]  No |
| i***If “No” in 3.17b), 3.18b) and Monthly Outcome #2 in Section 4 are shaded out*** |
| **3.17 c) Outcome #3:** Returns to homelessness (that month) |
| **Select one:**[ ]  Yes[ ]  No |
| i***If “No” in 3.17c), 3.18c) and Monthly Outcome #3 in Section 4 are shaded out*** |
| **3.17 d) Outcome #4:** Indigenous peoples who experienced homelessness for at least one day (that month)  |
| **Select one:**[ ]  Yes [ ]  No |
| i***If “No” in 3.17d), 3.18d) and Monthly Outcome #4 in Section 4 are shaded out*** |
| **3.17 e) Outcome #5:** People who experienced chronic homelessness for at least one day (that month) |
| **Select one:**[ ]  Yes [ ]  No |
| i***If “No” in 3.17e), 3.18e) and Monthly Outcome #5 in Section 4 are shaded out*** |

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| **3.18** Does your community have a target to report in Section 4 for the following **monthly** core outcomes: |
| **3.18 a)** **Outcome #1:** People who experienced homelessness for at least one day (that month) |
| **Select one:**[ ]  Yes[ ]  No |
| i ***If “No” in 3.18a), Monthly Target Outcome #1 in Section 4 is shaded out*** |
| **3.18 b) Outcome #2:** People who were newly identified (that month) |
| **Select one:**[ ]  Yes[ ]  No |
| i ***If “No” in 3.18b), Monthly Target Outcome #2 in Section 4 is shaded out*** |
| **3.18 c) Outcome #3:** Returns to homelessness (that month) |
| **Select one:**[ ]  Yes[ ]  No |
| i ***If “No” in 3.18c), Monthly Target Outcome #3 in Section 4 is shaded out*** |
| **3.18 d) Outcome #4:** Indigenous peoples who experienced homelessness for at least one day (that month)  |
| **Select one:**[ ]  Yes [ ]  No |
| i ***If “No” in 3.18d), Monthly Target Outcome #4 in Section 4 is shaded out*** |
| **3.18 e) Outcome #5:** People who experienced chronic homelessness for at least one day (that month) |
| **Select one:**[ ]  Yes [ ]  No |
| i ***If “No” in 3.18e), Monthly Target Outcome #5 in Section 4 is shaded out*** |

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| **3.19** Can **annual data** be generated for the following core outcomes: |
| **3.19 a)** **Outcome #1:** People who experienced homelessness for at least one day (that year) |
| **Select one:**[ ]  Yes[ ]  No |
| i ***If “No” in 3.19a), 3.20a) and Annual Outcome #1 in Section 4 are shaded out*** |
| **3.19 b) Outcome #2:** People who were newly identified (that year) |
| **Select one:**[ ]  Yes[ ]  No |
| i ***If “No” in 3.19b), 3.20b) and Annual Outcome #2 in Section 4 are shaded out*** |
| **3.19 c) Outcome #3:** Returns to homelessness (that year) |
| **Select one:**[ ]  Yes[ ]  No |
| i ***If “No” in 3.19c), 3.20c) and Annual Outcome #3 in Section 4 are shaded out*** |
| **3.19 d) Outcome #4:** Indigenous peoples who experienced homelessness for at least one day (that year)  |
| **Select one:**[ ]  Yes [ ]  No |
| i ***If “No” in 3.19d), 3.20d) and Annual Outcome #4 in Section 4 are shaded out*** |
| **3.19 e) Outcome #5:** People who experienced chronic homelessness for at least one day (that year) |
| **Select one:**[ ]  Yes [ ]  No |
| i ***If “No” in 3.19e), 3.20e) and Annual Outcome #5 in Section 4 are shaded out*** |

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| **3.20** Does your community have a target to report in Section 4 for the following **annual** core outcomes: |
| **3.20 a)** **Outcome #1:** People who experienced homelessness for at least one day (that year) |
| **Select one:**[ ]  Yes[ ]  No |
| i ***If “No” in 3.20a), Annual Target Outcome #1 in Section 4 is shaded out*** |
| **3.20 b) Outcome #2:** People who were newly identified (that year) |
| **Select one:**[ ]  Yes[ ]  No |
| i ***If “No” in 3.20b), Annual Target Outcome #2 in Section 4 is shaded out*** |
| **3.20 c) Outcome #3:** Returns to homelessness (that year) |
| **Select one:**[ ]  Yes[ ]  No |
| i ***If “No” in 3.20c), Annual Target Outcome #3 in Section 4 is shaded out*** |
| **3.20 d) Outcome #4:** Indigenous peoples who experienced homelessness for at least one day (that year)  |
| **Select one:**[ ]  Yes [ ]  No |
| i ***If “No” in 3.20d), Annual Target Outcome #4 in Section 4 is shaded out*** |
| **3.20 e) Outcome #5:** People who experienced chronic homelessness for at least one day (that year) |
| **Select one:**[ ]  Yes [ ]  No |
| i ***If “No” in 3.20e), Annual Target Outcome #5 in Section 4 is shaded out*** |

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| **Part B) Additional information** |
| 💡 ***These questions are not used to assess progress with meeting the requirement to transition to an Outcomes-Based Approach within the 2019-2024 funding cycle.*** |
| **Interaction with the homeless-serving system data (“activity” and “inactivity”)** |
| **3.21** Communities need data about people’s interaction with the system to calculate inflows to homelessness and outflows from homelessness. More specifically, person-specific data needs to track:* When people first interacted with the system (i.e., they were “newly identified”); and,
* When people’s interaction with the system changes (e.g., they become “inactive” or return to “active”).
1. Is there a **written policy/protocol** (“Inactivity Policy”) that describes how interaction with the system is documented? The policy/protocol should:
* Define what it means to be “active” or “inactive”;
* Define what keeps someone “active” (e.g., data entry into specific fields in HIFIS);
* Specify the level of effort required by service providers to find people before they are made/confirmed as “inactive”;
* Explain how to document a person’s first time as “active”, as well as changes in “activity” or “inactivity” over time; and,
* Explain how to check for data quality (e.g., run a report that shows the clients that are about to become inactive and work with outreach workers to update their files and keep them active, as needed).
 |
| **Select one:**[ ]  Yes[ ]  No |
| i ***If “Not yet” in 3.21a), 3.21 b), questions 3.21c), 3.21d) and 3.21e) are shaded out*** |
| **3.21 b)** As outlined in the Inactivity Policy, how long do people stay “active” before their state changes to “inactive” in the database, if they have no further interaction with the system? |
| **Select one:**[ ]  90 Days [ ]  More than 90 days[ ]  Less than 90 days |
| **3.21 c)** Are processes in place to ensure that data about people’s interaction with the system is as complete as possible? |
| **Select one:**[ ]  Yes [ ]  Not yet |
| **3.21 d)** Are processes in place to ensure that data about people’s interaction with the system is as complete as possible? |
| **Select one:**[ ]  Complete [ ]  Somewhat complete[ ]  Not at all complete |
| i ***If 3.21d) “Somewhat complete” or “Not at all complete”, please complete 3.21e)*** |
| **3.21 e)** What is the plan for improving data completeness in the year ahead? |
| \*Insert comments here\* |

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| **Housing history data** |
| **3.22** Communities need data about where people are staying or living to calculate inflows to homelessness and outflows from homelessness. More specifically, person-specific data needs to track:* Where people were *before* they became homeless (e.g., people who were evicted from supportive housing and went to stay with a friend temporarily); and,
* Where people went *after* they exited homelessness (e.g., people who returned to a family home after being discharged from shelter).

**a)** Is there a **written policy/protocol** that describes how housing history is documented (e.g., as part of a broader data entry guide for the HMIS)? The policy/protocol should:* Define what it means to be “homeless” or “housed” (e.g., define a housing continuum that shows which housing types align with a status of “homeless” versus “housed”);
* Explain how to enter housing history consistently; and,
* Explain how to check for data quality (e.g., run a report that shows the percentage of clients that have complete housing history, so that “unknown” fields can be updated).
 |
| **Select one:**[ ]  Yes[ ]  No |
| **3.22 b)** Are processes in place to ensure that data about housing history is as complete as possible? |
| **Select one:**[ ]  Yes [ ]  Not yet  |
| **3.22 c)** How complete is housing history data? |
| **Select one:**[ ]  Complete [ ]  Somewhat complete[ ]  Not at all complete |
| i ***If 3.22c) “Somewhat complete” or “Not at all complete”, please complete 3.22d)*** |
| **3.22 d)** What is the plan for improving data completeness in the year ahead? |
| \*Insert comments here\* |

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| **Coordinated Access data** |
| **3.23 a)** Are processes in place to ensure that all relevant and necessary data for filling vacancies is complete? For example, is data used to determine if someone is eligible and can be prioritized for a vacancy complete for each person? |
| **Select one:**[ ]  Yes [ ]  Not yet |
| **3.23 b)** How complete is all relevant and necessary data for filling vacancies? |
| **Select one:**[ ]  Complete [ ]  Somewhat complete[ ]  Not at all complete |
| i ***If 3.23b) “Somewhat complete” or “Not at all complete”, please complete 3.23c)*** |
| **3.23 c)** What is the plan for improving data completeness in the year ahead? |
| \*Insert comments here\* |

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| **Demographic data** |
| **3.24** Once new information is available about a person, on average, how long does it take for changes to be updated in the database for the following: |
| * Indigenous identity (mandatory for Reaching Home)?

[ ]  Yes [ ]  No* Age?

[ ]  Yes [ ]  No* Household type (e.g., single or family)?

[ ]  Yes [ ]  No* Gender identity?

[ ]  Yes [ ]  No* Veteran status?

[ ]  Yes [ ]  No* Other (please define)?

[ ]  Yes [ ]  No |
| i ***If “Yes” is selected for 3.24a) “Other (please define)” please complete the comment box below*** |
| Please define other social demographics collected here: |
| \*Insert comments here\* |
| i ***If “Yes” is selected for 3.24a) “Indigenous identity”, please complete 3.24b)*** |
| **3.24 b)** How complete is data on Indigenous identity? For example, if someone is currently experiencing homelessness, is Indigenous identity always documented? |
| **Select one:**[ ]  Complete [ ]  Somewhat complete[ ]  Not at all complete |
| i ***If 3.24b) “Somewhat complete” or “Not at all complete” please complete 3.24c)*** |
| **3.24 c)** What is the plan for improving data completeness in the year ahead? |
| \*Insert comments here\* |

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| **Timely Data** |
| **3.25** Once new information is available about a person, on average, how long does it take for changes to be updated in the database for the following: |
| * Interaction with the system (e.g., changes from “active” to “inactive”)

[ ]  Data entry happens immediately [ ]  Within 24 hours [ ]  Within a week[ ]  Within a month [ ]  Other (please define)* Housing history (e.g., changes from “homeless” to “housed”).

[ ]  Data entry happens immediately [ ]  Within 24 hours [ ]  Within a week[ ]  Within a month [ ]  Other (please define)* Data that is relevant and necessary for Coordinated Access (e.g., data used to determine who is eligible and can be prioritized for a vacancy).

[ ]  Data entry happens immediately [ ]  Within 24 hours [ ]  Within a week[ ]  Within a month [ ]  Other (please define) |
| i ***If 3.25 is “Other”, please complete the comment box below*** |
| Please define how long it takes, on average, for data to be updated: |
| \*Insert comments here\* |

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| **Data collection and entry processes** |
| **3.26** Describe the process(es) used by service providers to collect and enter data about people currently experiencing homelessness into the database. |
| \*Insert comments here\* |

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| **Outcome Reporting** |
| i ***3.27 and 3.28 are shaded out if “Not yet” is selected for 3.1, 3.2, 3.3, 3.4, 3.5 or 3.15, OR 3.16 date is after January 1, 2024*** |
| **3.27 a)** Beyond the five mandatory core outcomes under Reaching Home, do you wish to included any additional monthly community-level outcomes for this CHR?**Reminder:** Reporting on additional community-level outcomes is optional.  |
| **Select one:**[ ]  Yes [ ]  No |
| i ***3.27b) is shaded out if 3.16 date is after April 1, 2023*** |
| **3.27 b)** Beyond the mandatory reporting for March of every year, do you wish to report month-over-month data for one or more of the five mandatory core outcomes under Reaching Home in this CHR?**Reminder:** Reporting month-over-month community-level outcomes is optional. |
| **Select one:**[ ]  Yes [ ]  No |
| i ***If “Yes” to 3.27a) or 3.27b), please use tab “4b. Optional Outcomes” to report on these outcomes*** |

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| **3.28 a)** Beyond the five mandatory core outcomes under Reaching Home, do you wish to included any additional monthly community-level outcomes for this CHR?**Reminder:** Reporting on additional community-level outcomes is optional.  |
| **Select one:**[ ]  Yes [ ]  No |
| i ***If 3.28 is “Yes”, please use tab “4c. Optional Month-Over-Month” to report on these outcomes*** |

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| **Section 3 Summary Content** |
| **3.29** Highlight efforts and/or issues related to your community’s work to implement, maintain or improve the Outcomes-Based Approach under Reaching Home. Your response should include:* + Efforts to start collecting, maintain and/or improve person-specific data over the last year; and,
	+ Plans to start collecting, maintain and/or improve person-specific data over the next year.

Your Summary Comment is an opportunity to provide additional context about your Section 3 Summary Tables results. |
| \*Insert comments here\* |
| **End of Section 3** |

SECTION 4: COMMUNITY-LEVEL OUTCOMES AND TARGETS **(4a. Section 4)**

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| --- |
| i ***For this reporting year, cells 2024-25 to 2027-28 and March 2025 to March 2028 are shaded out and locked. You do not submit data for these periods.*** |

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| **Improving data quality and using results to drive the prevention and reduction of homelessness** |
| 4.0 **a)** Under Reaching Home, data availability and accessibility refers to the process of ensuring that data is available to end-users, so that they can access it when, where and how they need it.Is data readily available and accessible, so that it can be used for Coordinated Access, the Outcomes-Based Approach and to drive the prevention and reduction of homelessness more broadly? |
| **Select one:**[ ]  Yes[ ]  Somewhat[ ]  No  |
| i ***If you selected “Somewhat” or “Not yet” for 4.0a), please complete the comment box below*** |
| What is the plan for improving data availability and/or accessibility in the year ahead? |
| \*Insert comments here\*  |
| **4.0 b)** Under Reaching Home, data use refers to instances where data are reviewed to inform action in policy-making, program planning, and performance management, investment strategies, and/or service delivery. Over the last year, did your community use data to inform actions related to preventing and reducing homelessness? |
| **Select one:**[ ]  Yes, we regularly used data to inform actions[ ]  Somewhat, we sometimes used data to inform actions[ ]  No, we don’t use data to inform actions yet |
| i ***If you selected “Yes” or “Somewhat” for 4.0b), please complete the comment box below*** |
| How did your community use data to inform actions? Please provide specific examples. Your response should include:* Examples of how data was used to develop and/or update clear plans of action for reaching your reduction targets; and/or,
* Examples of how data was used to inform action in policy-making, program planning, performance management, investment strategies and/or service delivery.
 |
| \*Insert comments here\* |
| i ***If you selected “No” for 4.0b), please complete the comment box below*** |
| What is the plan for improving data use in the year ahead? |
| \*Insert comments here\* |

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| **Using outcome data to monitor progress against targets – Monthly Data Reporting** |
| i ***If you selected “Not yet” for 3.1, 3.2, 3.3, 3.4, 3.5, or 3.15, 3.16 after January 1, 2024 OR all “No” in 3.17, Your answers in Section 3 indicate that your community currently does not have person-specific data that is real-time and comprehensive with enough data and the capacity to generate monthly baselines and set targets.*** |

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| **4.1(M) Outcome #1: Fewer people experience homelessness (homelessness is reduced overall)** |
| i ***If you selected “Yes” for 3.17a) AND 3.16 is on or before January 1, 2024, you can report monthly result(s) for Outcome #1 using your person-specific data. Add a target for 2027-28 in the far right box.*** |

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| i ***If you selected “Yes” for 3.17a) AND 3.16 is before:**** ***January 2, 2020, please submit results for March 2020 in the table below.***
* ***January 2, 2021, please submit results for March 2021 in the table below.***
* ***January 2, 2023 please submit results for March 2023 in the table below.***
* ***January 2, 2024 please submit results for March 2024 in the table below.***

i ***If you selected “Yes” for 3.18a), please add a Target in the table below.*** |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | March 2020 | March 2021 | March 2022 | March 2023 | March 2024 | March 2025 | March 2026 | March 2027 | March 2028 | **Target** |
| People who experienced homelessness for at least one day (that month) |  |  |  |  |  |  |  |  |  |  |

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| --- |
| i ***If you selected “Yes” for 3.18a), please complete the following questions*** |
| **4.1 (M) a)** What is your baseline year? The baseline is the year from which you measure change. This may be the first year you submitted outcomes, but could be the year where you have the most confidence in your data. |
| **Select one:**[ ]  March 2020 [ ]  March 2021[ ]  March 2022 [ ]  March 2023 [ ]  March 2024 |
| i ***Homelessness reduction is calculated in the template***  |
| **4.1 (M) b)** How was this outcome generated?  |
| **Select one:**[ ]  “HIFIS “Reaching Home Community Outcomes” report” [ ]  “HIFIS custom report[ ]  HIFIS CAEH Monthly Inflow/Outflow report [ ]  Other HMIS custom report [ ]  Other process/tool |
| i ***If you selected “other” for b) please complete the following question*** |
| Please describe how this outcome was generated. |
| \*insert comments here\* |
| **4.1 (M) c)** Has the data you reported for this Outcome from March 2020 to March 2023 (where applicable) changed from your previous CHR? |
| **Select one:**[ ]  Yes, some of the data has changed [ ]  No, none of the data has changed [ ]  Not applicable – Data had not been reported for this Outcome in the previous CHR. |
| **4.1 (M) d)** Has the target you set changed from your previous CHR?  |
| **Select one:**[ ]  Yes, the target has changed [ ]  No, the target has not changed. [ ]  Not applicable – A target was not set for this Outcome in the previous CHR. |
| **4.1 (M) e)** Was “N/A” used for one or more data points? As a reminder, no cells should be left blank. If you cannot report data in a specific cell, please use “N/A”.  |
| **Select one:**[ ]  Yes, N/A was used for one or more data point [ ]  No, N/A was not used for one or more data point |
| i ***If you selected “Yes” for c), please explain what data has changed and why.***i ***If you selected “Yes” for d), please explain why the target has changed.***i ***If you selected “Yes” for e), please explain why “N/A” was used.*** |
| Please use the following comment box to provide context to your responses in c), d) and e), as applicable. You can also use the comment box to provide any additional context on your data that you wish to include in your CHR Summary.  |
| \*Insert comments here\* |

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| --- |
| **4.2 (M) Outcome #2: Fewer people were newly identified (new inflows to homelessness are reduced)** |
| i ***If you selected “Yes” for 3.17b) AND 3.16 is on or before January 1, 2024, you can report monthly result(s) for Outcome #2 using your person-specific data. Add a target for 2027-28 in the far right box.*** |

|  |
| --- |
| i ***If you selected “Yes” for 3.17b) AND 3.16 is before:**** ***January 2, 2020, please submit results for March 2020 in the table below.***
* ***January 2, 2021, please submit results for March 2021 in the table below.***
* ***January 2, 2023 please submit results for March 2023 in the table below.***
* ***January 2, 2024 please submit results for March 2024 in the table below.***

i ***If you selected “Yes” for 3.18b), please add a Target in the table below.*** |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | March 2020 | March 2021 | March 2022 | March 2023 | March 2024 | March 2025 | March 2026 | March 2027 | March 2028 | **Target** |
| People who were newly identified (that month) |  |  |  |  |  |  |  |  |  |  |

|  |
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| i ***If you selected “Yes” for 3.18b), please complete the following question:*** |
| **4.2 (M) a)** What is your baseline year? The baseline is the year from which you measure change. This may be the first year you submitted outcomes, but could be the year where you have the most confidence in your data. |
| **Select one:**[ ]  March 2020 [ ]  March 2021[ ]  March 2022 [ ]  March 2023 [ ]  March 2024 |
| i ***Homelessness reduction is calculated in the template***  |
| **4.2 (M) b)** How was this outcome generated? |
| **Select one:**[ ]  “HIFIS “Reaching Home Community Outcomes” report” [ ]  “HIFIS custom report[ ]  HIFIS CAEH Monthly Inflow/Outflow report [ ]  Other HMIS custom report [ ]  Other process/tool |
| i ***If you selected “other” for b) please complete the following question*** |
| Please describe how this outcome was generated. |
| \*insert comments here\* |
| **4.2 (M) c)** Has the data you reported for this Outcome from March 2020 to March 2023 (where applicable) changed from your previous CHR? |
| **Select one:**[ ]  Yes, some of the data has changed [ ]  No, none of the data has changed [ ]  Not applicable – Data had not been reported for this Outcome in the previous CHR. |
| **4.2 (M) d)** Has the target you set changed from your previous CHR?  |
| **Select one:**[ ]  Yes, the target has changed [ ]  No, the target has not changed. [ ]  Not applicable – A target was not set for this Outcome in the previous CHR. |
| **4.2 (M) e)** Was “N/A” used for one or more data points? As a reminder, no cells should be left blank. If you cannot report data in a specific cell, please use “N/A”.  |
| **Select one:**[ ]  Yes, N/A was used for one or more data point [ ]  No, N/A was not used for one or more data point |
| i ***If you selected “Yes” for c), please explain what data has changed and why.***i ***If you selected “Yes” for d), please explain why the target has changed.***i ***If you selected “Yes” for e), please explain why “N/A” was used.*** |
| Please use the following comment box to provide context to your responses in c), d) and e), as applicable. You can also use the comment box to provide any additional context on your data that you wish to include in your CHR Summary. |
| \*insert comments here\* |

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| **4.3 (M) Outcome #3: Fewer people return to homelessness (returns to homelessness are reduced)** |
| i ***If you selected “Yes” for 3.17c) AND 3.16 is on or before January 1, 2024, you can report monthly result(s) for Outcome #3 using your person-specific data. Add a target for 2027-28 in the far right box.*** |

|  |
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| i ***If you selected “Yes” for 3.17c) AND 3.16 is before:**** ***January 2, 2020, please submit results for March 2020 in the table below.***
* ***January 2, 2021, please submit results for March 2021 in the table below.***
* ***January 2, 2023 please submit results for March 2023 in the table below.***
* ***January 2, 2024 please submit results for March 2024 in the table below.***

i ***If you selected “Yes” for 3.18c), please add a Target in the table below.*** |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | March 2020 | March 2021 | March 2022 | March 2023 | March 2024 | March 2025 | March 2026 | March 2027 | March 2028 | **Target** |
| Returns to homelessness (that month) |  |  |  |  |  |  |  |  |  |  |

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| i ***If you selected “Yes” for 3.18c), please complete the following question:*** |
| **4.3 (M) a)** What is your baseline year? The baseline is the year from which you measure change. This may be the first year you submitted outcomes, but could be the year where you have the most confidence in your data. |
| **Select one:**[ ]  March 2020 [ ]  March 2021[ ]  March 2022 [ ]  March 2023 [ ]  March 2024 |
| i ***Homelessness reduction is calculated in the template***  |
| **4.3 (M) b)** How was this outcome generated?  |
| **Select one:**[ ]  “HIFIS “Reaching Home Community Outcomes” report” [ ]  “HIFIS custom report[ ]  HIFIS CAEH Monthly Inflow/Outflow report [ ]  Other HMIS custom report [ ]  Other process/tool |
| i ***If you selected “other” for b) please complete the following question:***  |
| Please describe how this outcome was generated. |
| \*insert comments here\* |
| **4.3 (M) c)** Has the data you reported for this Outcome from March 2020 to March 2023 (where applicable) changed from your previous CHR? |
| **Select one:**[ ]  Yes, some of the data has changed [ ]  No, none of the data has changed [ ]  Not applicable – Data had not been reported for this Outcome in the previous CHR. |
| **4.3 (M) d)** Has the target you set changed from your previous CHR?  |
| **Select one:**[ ]  Yes, the target has changed [ ]  No, the target has not changed. [ ]  Not applicable – A target was not set for this Outcome in the previous CHR. |
| **4.3 (M) e)** Was “N/A” used for one or more data points? As a reminder, no cells should be left blank. If you cannot report data in a specific cell, please use “N/A”.  |
| **Select one:**[ ]  Yes, N/A was used for one or more data point [ ]  No, N/A was not used for one or more data point |
| i ***If you selected “Yes” for c), please explain what data has changed and why.***i ***If you selected “Yes” for d), please explain why the target has changed.***i ***If you selected “Yes” for e), please explain why “N/A” was used.*** |
| Please use the following comment box to provide context to your responses in c), d) and e), as applicable. You can also use the comment box to provide any additional context on your data that you wish to include in your CHR Summary.  |
| \*insert comments here\* |

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| **4.4 (M) Outcome #4: Fewer Indigenous peoples experience homelessness (Indigenous homelessness is reduced)** |
| i ***If you selected “Yes” for 3.17d) AND 3.16 is on or before January 1, 2024, you can report monthly result(s) for Outcome #4 using your person-specific data. Add a target for 2027-28 in the far right box.*** |

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| i ***If you selected “Yes” for 3.17d) AND 3.16 is before:**** ***January 2, 2020, please submit results for March 2020 in the table below.***
* ***January 2, 2021, please submit results for March 2021 in the table below.***
* ***January 2, 2023 please submit results for March 2023 in the table below.***
* ***January 2, 2024 please submit results for March 2024 in the table below.***

i ***If you selected “Yes” for 3.18d), please add a Target in the table below.*** |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | March 2020 | March 2021 | March 2022 | March 2023 | March 2024 | March 2025 | March 2026 | March 2027 | March 2028 | **Target** |
| Indigenous peoples who experienced homelessness for at least one day (that month) |  |  |  |  |  |  |  |  |  |  |

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| i ***If you selected “Yes” for 3.18d), please complete the following question:*** |
| **4.4 (M) a)** What is your baseline year? The baseline is the year from which you measure change. This may be the first year you submitted outcomes, but could be the year where you have the most confidence in your data. |
| **Select one:**[ ]  March 2020 [ ]  March 2021[ ]  March 2022 [ ]  March 2023 [ ]  March 2024 |
| i ***Homelessness reduction is calculated in the template***  |
| **4.4 (M) b)** How was this outcome generated?  |
| **Select one:**[ ]  “HIFIS “Reaching Home Community Outcomes” report” [ ]  “HIFIS custom report[ ]  HIFIS CAEH Monthly Inflow/Outflow report [ ]  Other HMIS custom report [ ]  Other process/tool |
| i ***If you selected “other” for b) please complete the following question:***  |
| Please describe how this outcome was generated. |
| \*insert comments here\* |
| **4.4 (M) c)** Has the data you reported for this Outcome from March 2020 to March 2023 (where applicable) changed from your previous CHR? |
| **Select one:**[ ]  Yes, some of the data has changed [ ]  No, none of the data has changed [ ]  Not applicable – Data had not been reported for this Outcome in the previous CHR. |
| **4.4 (M) d)** Has the target you set changed from your previous CHR?  |
| **Select one:**[ ]  Yes, the target has changed [ ]  No, the target has not changed. [ ]  Not applicable – A target was not set for this Outcome in the previous CHR. |
| **4.4 (M) e)** Was “N/A” used for one or more data points? As a reminder, no cells should be left blank. If you cannot report data in a specific cell, please use “N/A”.  |
| **Select one:**[ ]  Yes, N/A was used for one or more data point [ ]  No, N/A was not used for one or more data point |
| **4.4 (M) f)** Were Indigenous partners engaged in the process of setting the baseline, setting the target, reporting on the outcome and/or interpreting the results? |
| **Select one:**[ ]  Yes [ ]  No |
| i ***If you selected “Yes” for c), please explain what data has changed and why.***i ***If you selected “Yes” for d), please explain why the target has changed.***i ***If you selected “Yes” for e), please explain why “N/A” was used.***i ***If you selected “Yes” for f), please explain how Indigenous partners were engaged and what were the results of this engagement.*** |
| Please use the following comment box to provide context to your responses in c), d), e), and f) as applicable. You can also use the comment box to provide any additional context on your data that you wish to include in your CHR Summary.  |
| \*insert comments here\* |

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| **4.5 (M) Outcome #5: Fewer people experience homelessness (homelessness is reduced overall)** |
| i ***If you selected “Yes” for 3.17e) AND 3.16 is on or before January 1, 2024, you can report monthly result(s) for Outcome #5 using your person-specific data. Add a target for 2027-28 in the far right box.*** |

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| i ***If you selected “Yes” for 3.17e) AND 3.16 is before:**** ***January 2, 2020, please submit results for March 2020 in the table below.***
* ***January 2, 2021, please submit results for March 2021 in the table below.***
* ***January 2, 2023 please submit results for March 2023 in the table below.***
* ***January 2, 2024 please submit results for March 2024 in the table below.***

i ***If you selected “Yes” for 3.18e), please add a Target in the table below.*** |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | March 2020 | March 2021 | March 2022 | March 2023 | March 2024 | March 2025 | March 2026 | March 2027 | March 2028 | **Target** |
| People who experienced homelessness for at least one day (that month) |  |  |  |  |  |  |  |  |  |  |

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| i ***If you selected “Yes” for 3.18 e), please complete the following question:*** |
| **4.5 (M) a)** What is your baseline year? The baseline is the year from which you measure change. This may be the first year you submitted outcomes, but could be the year where you have the most confidence in your data. |
| **Select one:**[ ]  March 2020 [ ]  March 2021[ ]  March 2022 [ ]  March 2023 [ ]  March 2024 |
| i ***Homelessness reduction is calculated in the template***  |
| **4.5 (M) b)** How was this outcome generated?  |
| **Select one:**[ ]  “HIFIS “Reaching Home Community Outcomes” report” [ ]  “HIFIS custom report[ ]  HIFIS CAEH Monthly Inflow/Outflow report [ ]  Other HMIS custom report [ ]  Other process/tool |
| i ***If you selected “other” for b) please complete the following question***  |
| Please describe how this outcome was generated.  |
| \*insert comments here\* |
| **4.5 (M) c)** Has the data you reported for this Outcome from March 2020 to March 2023 (where applicable) changed from your previous CHR? |
| **Select one:**[ ]  Yes, some of the data has changed [ ]  No, none of the data has changed [ ]  Not applicable – Data had not been reported for this Outcome in the previous CHR. |
| **4.5 (M) d)** Has the target you set changed from your previous CHR?  |
| **Select one:**[ ]  Yes, the target has changed [ ]  No, the target has not changed. [ ]  Not applicable – A target was not set for this Outcome in the previous CHR. |
| **4.5 (M) e)** Was “N/A” used for one or more data points? As a reminder, no cells should be left blank. If you cannot report data in a specific cell, please use “N/A”.  |
| **Select one:**[ ]  Yes, N/A was used for one or more data point [ ]  No, N/A was not used for one or more data point |
| **4.5 (M) f)** What definition of “chronic homelessness” does your community use to calculate this Outcome?  |
| \*insert comments here\* |
| i ***If you selected “Yes” for c), please explain what data has changed and why.***i ***If you selected “Yes” for d), please explain why the target has changed.***i ***If you selected “Yes” for e), please explain why “N/A” was used.*** |
| Please use the following comment box to provide context to your responses in c), d), e), and f) as applicable. You can also use the comment box to provide any additional context on your data that you wish to include in your CHR Summary.  |
| \*insert comments here\* |

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| **Community-Level Core Outcomes – Annual Data Reporting** |
| i ***If you selected “Not yet” for 3.1, 3.2, 3.3, 3.4, 3.5, or 3.15, 3.16 after April 1, 2023 OR all “No” in 3.19, your answers in Section 3 indicate that your community currently does not have person-specific data that is real-time and comprehensive with enough data and the capacity to generate annual baselines and set targets.*** |

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| **4.1 (A) Outcome #1: Fewer people experience homelessness (homelessness is reduced overall)** |
| i ***If you selected “Yes” for 3.19a) AND 3.16 is on or before April 1, 2023, you can report annual result(s) for Outcome #1 using your person-specific data. Add a target for 2027-28 in the far right box.*** |

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| i ***If you selected “Yes” for 3.19a) AND 3.16 is before:**** ***April 2, 2019, please submit results for 2019-2020 in the table below.***
* ***April 2, 2020, please submit results for 2020-2021 in the table below.***
* ***April 2, 2021, please submit results for 2021-2022 in the table below.***
* ***April 2, 2022, please submit results for 2022-2023 in the table below.***
* ***April 2, 2023, please submit results for 2023-2024 in the table below.***

i ***If you selected “Yes” for 3.20a), please add a Target in the table below.*** |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|   | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | **Target** |
| People who experienced homelessness for at least one day (that year) |  |  |  |  |  |   |   |   |   |  |

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| i ***If you selected “Yes” for 3.20a), please complete the following question:*** |
| **4.1 (A) a)** What is your baseline year? The baseline is the year from which you measure change. This may be the first year you submitted outcomes, but could be the year where you have the most confidence in your data. |
| **Select one:**[ ]  2019-20 [ ]  2020-21[ ]  2021-22 [ ]  2022-23 [ ]  2023-24 |
| i ***Homelessness reduction is calculated in the template***  |
| **4.1 (A) b)** How was this outcome generated?  |
| **Select one:**[ ]  “HIFIS “Reaching Home Community Outcomes” report” [ ]  “HIFIS custom report[ ]  HIFIS CAEH Monthly Inflow/Outflow report [ ]  Other HMIS custom report [ ]  Other process/tool |
| i ***If you selected “other” for b) please complete the following question*** |
| Please describe how this outcome was generated. |
| \*insert comments here\* |
| **4.1 (A) c)** Has the data you reported for this Outcome from 2019-20 to 2022-23 (where applicable) changed from your previous CHR? |
| **Select one:**[ ]  Yes, some of the data has changed [ ]  No, none of the data has changed [ ]  Not applicable – Data had not been reported for this Outcome in the previous CHR. |
| **4.1 (A) d)** Has the target you set changed from your previous CHR?  |
| **Select one:**[ ]  Yes, the target has changed [ ]  No, the target has not changed. [ ]  Not applicable – A target was not set for this Outcome in the previous CHR. |
| **4.1 (A) e)** Was “N/A” used for one or more data points? As a reminder, no cells should be left blank. If you cannot report data in a specific cell, please use “N/A”.  |
| **Select one:**[ ]  Yes, N/A was used for one or more data point [ ]  No, N/A was not used for one or more data point |
| i ***If you selected “Yes” for c), please explain what data has changed and why.***i ***If you selected “Yes” for d), please explain why the target has changed.***i ***If you selected “Yes” for e), please explain why “N/A” was used.*** |
| Please use the following comment box to provide context to your responses in c), d) and e), as applicable. You can also use the comment box to provide any additional context on your data that you wish to include in your CHR Summary.  |
| \*insert comments here\* |

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| **4.2 (A) Outcome #2: Fewer people were newly identified (new inflows to homelessness are reduced)** |
| i ***If you selected “Yes” for 3.19b) AND 3.16 is on or before April 1, 2023, you can report annual result(s) for Outcome #2 using your person-specific data. Add a target for 2027-28 in the far right box.*** |

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| i ***If you selected “Yes” for 3.19b) AND 3.16 is before:**** ***April 2, 2019, please submit results for 2019-2020 in the table below.***
* ***April 2, 2020, please submit results for 2020-2021 in the table below.***
* ***April 2, 2021, please submit results for 2021-2022 in the table below.***
* ***April 2, 2022, please submit results for 2022-2023 in the table below.***
* ***April 2, 2023, please submit results for 2023-2024 in the table below.***

i ***If you selected “Yes” for 3.20b), please add a Target in the table below.*** |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|   | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | **Target** |
| People who were newly identified (that year) |  |  |  |  |  |   |   |   |   |  |

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| --- |
| i ***If you selected “Yes” for 3.20b), please complete the following question:*** |
| **4.2 (A) a)** What is your baseline year? The baseline is the year from which you measure change. This may be the first year you submitted outcomes, but could be the year where you have the most confidence in your data. |
| **Select one:**[ ]  2019-20 [ ]  2020-21[ ]  2021-22 [ ]  2022-23 [ ]  2023-24 |
| i ***Homelessness reduction is calculated in the template***  |
| **4.2 (A) b)** How was this outcome generated?  |
| **Select one:**[ ]  “HIFIS “Reaching Home Community Outcomes” report” [ ]  “HIFIS custom report[ ]  HIFIS CAEH Monthly Inflow/Outflow report [ ]  Other HMIS custom report [ ]  Other process/tool |
| i ***If you selected “other” for b) please complete the following question:***  |
| Please describe how this outcome was generated. |
| \*insert comments here\* |
| **4.2 (A) c)** Has the data you reported for this Outcome from 2019-20 to 2022-23 (where applicable) changed from your previous CHR? |
| **Select one:**[ ]  Yes, some of the data has changed [ ]  No, none of the data has changed [ ]  Not applicable – Data had not been reported for this Outcome in the previous CHR. |
| **4.2 (A) d)** Has the target you set changed from your previous CHR?  |
| **Select one:**[ ]  Yes, the target has changed [ ]  No, the target has not changed. [ ]  Not applicable – A target was not set for this Outcome in the previous CHR. |
| **4.2 (A) e)** Was “N/A” used for one or more data points? As a reminder, no cells should be left blank. If you cannot report data in a specific cell, please use “N/A”.  |
| **Select one:**[ ]  Yes, N/A was used for one or more data point [ ]  No, N/A was not used for one or more data point |
| i ***If you selected “Yes” for c), please explain what data has changed and why.***i ***If you selected “Yes” for d), please explain why the target has changed.***i ***If you selected “Yes” for e), please explain why “N/A” was used.*** |
| Please use the following comment box to provide context to your responses in c), d) and e), as applicable. You can also use the comment box to provide any additional context on your data that you wish to include in your CHR Summary.  |
| \*insert comments here\* |

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| **4.3 (A) Outcome #3: Fewer people return to homelessness (returns to homelessness are reduced)** |
| i ***If you selected “Yes” for 3.19c) AND 3.16 is on or before April 1, 2023, you can report annual result(s) for Outcome #3 using your person-specific data. Add a target for 2027-28 in the far right box.*** |

|  |
| --- |
| i ***If you selected “Yes” for 3.19c) AND 3.16 is before:**** ***April 2, 2019, please submit results for 2019-2020 in the table below.***
* ***April 2, 2020, please submit results for 2020-2021 in the table below.***
* ***April 2, 2021, please submit results for 2021-2022 in the table below.***
* ***April 2, 2022, please submit results for 2022-2023 in the table below.***
* ***April 2, 2023, please submit results for 2023-2024 in the table below.***

i ***If you selected “Yes” for 3.20c), please add a Target in the table below.*** |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|   | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | **Target** |
| Returns to homelessness (that year) |  |  |  |  |  |   |   |   |   |  |

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| --- |
| i ***If you selected “Yes” for 3.20c), please complete the following question:*** |
| **4.3 (A) a)** What is your baseline year? The baseline is the year from which you measure change. This may be the first year you submitted outcomes, but could be the year where you have the most confidence in your data. |
| **Select one:**[ ]  2019-20 [ ]  2020-21[ ]  2021-22 [ ]  2022-23 [ ]  2023-24 |
| i ***Homelessness reduction is calculated in the template***  |
| **4.3 (A) b)** How was this outcome generated?  |
| **Select one:**[ ]  “HIFIS “Reaching Home Community Outcomes” report” [ ]  “HIFIS custom report[ ]  HIFIS CAEH Monthly Inflow/Outflow report [ ]  Other HMIS custom report [ ]  Other process/tool |
| i ***If you selected “other” for b) please complete the following question:***  |
| Please describe how this outcome was generated. |
| \*insert comments here\* |
| **4.3 (A) c)** Has the data you reported for this Outcome from 2019-20 to 2022-23 (where applicable) changed from your previous CHR? |
| **Select one:**[ ]  Yes, some of the data has changed [ ]  No, none of the data has changed [ ]  Not applicable – Data had not been reported for this Outcome in the previous CHR. |
| **4.3 (A) d)** Has the target you set changed from your previous CHR?  |
| **Select one:**[ ]  Yes, the target has changed [ ]  No, the target has not changed. [ ]  Not applicable – A target was not set for this Outcome in the previous CHR. |
| **4.3 (A) e)** Was “N/A” used for one or more data points? As a reminder, no cells should be left blank. If you cannot report data in a specific cell, please use “N/A”.  |
| **Select one:**[ ]  Yes, N/A was used for one or more data point [ ]  No, N/A was not used for one or more data point |
| i ***If you selected “Yes” for c), please explain what data has changed and why.***i ***If you selected “Yes” for d), please explain why the target has changed.***i ***If you selected “Yes” for e), please explain why “N/A” was used.*** |
| Please use the following comment box to provide context to your responses in c), d) and e), as applicable. You can also use the comment box to provide any additional context on your data that you wish to include in your CHR Summary.  |
| \*insert comments here\* |

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| **4.4 (A) Outcome #4: Fewer Indigenous peoples experience homelessness (Indigenous homelessness is reduced)** |
| i ***If you selected “Yes” for 3.19 d) AND 3.16 is on or before April 1, 2023, you can report annual result(s) for Outcome #4 using your person-specific data. Add a target for 2027-28 in the far right box.*** |

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| --- |
| i ***If you selected “Yes” for 3.19d) AND 3.16 is before:**** ***April 2, 2019, please submit results for 2019-2020 in the table below.***
* ***April 2, 2020, please submit results for 2020-2021 in the table below.***
* ***April 2, 2021, please submit results for 2021-2022 in the table below.***
* ***April 2, 2022, please submit results for 2022-2023 in the table below.***
* ***April 2, 2023, please submit results for 2023-2024 in the table below.***

i ***If you selected “Yes” for 3.20d), please add a Target in the table below.*** |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|   | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | **Target** |
| Indigenous peoples who experienced homelessness for at least one day (that year) |  |  |  |  |  |   |   |   |   |  |

|  |
| --- |
| i ***If you selected “Yes” for 3.20d), please complete the following question:*** |
| **4.4 (A) a)** What is your baseline year? The baseline is the year from which you measure change. This may be the first year you submitted outcomes, but could be the year where you have the most confidence in your data. |
| **Select one:**[ ]  2019-20 [ ]  2020-21[ ]  2021-22 [ ]  2022-23 [ ]  2023-24 |
| i ***Homelessness reduction is calculated in the template***  |
| **4.4 (A) b)** How was this outcome generated?  |
| **Select one:**[ ]  “HIFIS “Reaching Home Community Outcomes” report” [ ]  “HIFIS custom report[ ]  HIFIS CAEH Monthly Inflow/Outflow report [ ]  Other HMIS custom report [ ]  Other process/tool |
| i ***If you selected “other” for b) please complete the following question:***  |
| Please describe how this outcome was generated. |
| \*insert comments here\* |
| **4.4 (A) c)** Has the data you reported for this Outcome from from 2019-20 to 2022-23 (where applicable) changed from your previous CHR? |
| **Select one:**[ ]  Yes, some of the data has changed [ ]  No, none of the data has changed [ ]  Not applicable – Data had not been reported for this Outcome in the previous CHR. |
| **4.4 (A) d)** Has the target you set changed from your previous CHR?  |
| **Select one:**[ ]  Yes, the target has changed [ ]  No, the target has not changed. [ ]  Not applicable – A target was not set for this Outcome in the previous CHR. |
| **4.4 (A) e)** Was “N/A” used for one or more data points? As a reminder, no cells should be left blank. If you cannot report data in a specific cell, please use “N/A”.  |
| **Select one:**[ ]  Yes, N/A was used for one or more data point [ ]  No, N/A was not used for one or more data point |
| **4.4 (A) f)** Were Indigenous partners engaged in the process of setting the baseline, setting the target, reporting on the outcome and/or interpreting the results? |
| **Select one:**[ ]  Yes [ ]  No |
| i ***If you selected “Yes” for c), please explain what data has changed and why.***i ***If you selected “Yes” for d), please explain why the target has changed.***i ***If you selected “Yes” for e), please explain why “N/A” was used.***i ***If you selected “Yes” for f), please explain how Indigenous partners were engaged and what were the results of this engagement.*** |
| Please use the following comment box to provide context to your responses in c), d), e), and f) as applicable. You can also use the comment box to provide any additional context on your data that you wish to include in your CHR Summary.  |
| \*insert comments here\* |

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| **4.5 (A) Outcome #5: Fewer people experience homelessness (homelessness is reduced overall)** |
| i ***If you selected “Yes” for 3.19e) AND 3.16 is on or before April 1, 2023, you can report annual result(s) for Outcome #5 using your person-specific data. Add a target for 2027-28 in the far right box.*** |

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| i ***If you selected “Yes” for 3.19e) AND 3.16 is before:**** ***April 2, 2019, please submit results for 2019-2020 in the table below.***
* ***April 2, 2020, please submit results for 2020-2021 in the table below.***
* ***April 2, 2021, please submit results for 2021-2022 in the table below.***
* ***April 2, 2022, please submit results for 2022-2023 in the table below.***
* ***April 2, 2023, please submit results for 2023-2024 in the table below.***

i ***If you selected “Yes” for 3.20e), please add a Target in the table below.*** |

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|   | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | **Target** |
| People who experienced chronic homelessness for at least one day (that year) |  |  |  |  |  |   |   |   |   |  |

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| i ***If you selected “Yes” for 3.20e), please complete the following question:*** |
| **4.5 (A) a)** What is your baseline year? The baseline is the year from which you measure change. This may be the first year you submitted outcomes, but could be the year where you have the most confidence in your data. |
| **Select one:**[ ]  2019-20 [ ]  2020-21[ ]  2021-22 [ ]  2022-23 [ ]  2023-24 |
| i ***Homelessness reduction is calculated in the template***  |
| **4.5 (A) b)** How was this outcome generated?  |
| **Select one:**[ ]  “HIFIS “Reaching Home Community Outcomes” report” [ ]  “HIFIS custom report[ ]  HIFIS CAEH Monthly Inflow/Outflow report [ ]  Other HMIS custom report [ ]  Other process/tool |
| i ***If you selected “other” for b) please complete the following question*** |
| Please describe how this outcome was generated.  |
| \*insert comments here\* |
| **4.5 (A) c)** Has the data you reported for this Outcome from March 2020 to March 2023 (where applicable) changed from your previous CHR? |
| **Select one:**[ ]  Yes, some of the data has changed [ ]  No, none of the data has changed [ ]  Not applicable – Data had not been reported for this Outcome in the previous CHR. |
| **4.5 (A) d)** Has the target you set changed from your previous CHR?  |
| **Select one:**[ ]  Yes, the target has changed [ ]  No, the target has not changed. [ ]  Not applicable – A target was not set for this Outcome in the previous CHR. |
| **4.5 (A) e)** Was “N/A” used for one or more data points? As a reminder, no cells should be left blank. If you cannot report data in a specific cell, please use “N/A”.  |
| **Select one:**[ ]  Yes, N/A was used for one or more data point [ ]  No, N/A was not used for one or more data point |
| **4.5 (A) f)** What definition of “chronic homelessness” does your community use to calculate this Outcome?  |
| \*insert comments here\* |
| i ***If you selected “Yes” for c), please explain what data has changed and why.***i ***If you selected “Yes” for d), please explain why the target has changed.***i ***If you selected “Yes” for e), please explain why “N/A” was used.*** |
| Please use the following comment box to provide context to your responses in c), d), e), and f) as applicable. You can also use the comment box to provide any additional context on your data that you wish to include in your CHR Summary.  |
| \*insert comments here\* |

**SECTION 4: COMMUNITY-LEVEL OUTCOMES AND TARGETS
(Tab: 4b. Optional Outcomes)**

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| **Optional Community-Level Outcomes – Monthly Data Reporting** |
| i ***If you selected “Not yet” for 3.1, 3.2, 3.3, 3.4, 3.5, or 3.15, OR 3.16 is on or before January 1, 2024 OR 3.27a) is “No” your answers in Section 3 indicate that your community currently does not have person-specific data that is real-time and comprehensive, and/or the capacity and/or want to generate monthly baselines and set targets for additional outcomes.***  |
| i ***If you selected “Yes” for 3.27a), you can report monthly result(s) for additional community-level outcomes using your person-specific data.*** |

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| **Additional Outcome: [add expected additional outcome here]** |
|  | March 2020 | March 2021 | March 2022 | March 2023 | March 2024 | March 2025 | March 2026 | March 2027 | March 2028 | **Target** |
| [add a description of what your data represents] |  |  |  |  |  |  |  |  |  |  |

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| **As applicable, please use the comment box to provide additional information about your data. This could include how the outcome was generated, and if there were any changes from data previously submitted.** |
| \*Please insert comment here\* |

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| **Optional Community-Level Outcomes – Annual Data Reporting** |
| i ***If you selected “Not yet” for 3.1, 3.2, 3.3, 3.4, 3.5, or 3.15, OR 3.16 is on or before April 1, 2023 OR 3.27b) is “No” your answers in Section 3 indicate that your community currently does not have person-specific data that is real-time and comprehensive, and/or the capacity and/or want to generate annual baselines and set targets for additional outcomes.***  |
| i ***If you selected “Yes” for 3.27b), you can report monthly result(s) for additional community-level outcomes using your person-specific data.*** |

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| **Additional Outcome: [add expected additional outcome here]** |
|  | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | **Target** |
| [add a description of what your data represents] |  |  |  |  |  |  |  |  |  |  |

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| **As applicable, please use the comment box to provide additional information about your data. This could include how the outcome was generated, and if there were any changes from data previously submitted.** |
| \*Please insert comment here\* |

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| i ***If you would like to add multiple additional outcomes, please copy and paste the tables above for as many additional outcomes you would like to report on.*** |

**SECTION 4: COMMUNITY-LEVEL OUTCOMES AND TARGETS
(Tab: 4c. Optional Month-Over-Month Community-Level Reporting)**

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| **Optional Community-Level Outcomes – Month-Over-Month Data Reporting** |
| i ***If you selected “Not yet” for 3.1, 3.2, 3.3, 3.4, 3.5, or 3.15, OR all “No” in 3.28, Your answers in Section 3 indicate that your community currently does not have person-specific data that is real-time and comprehensive, and/or the capacity and/or want to report month-over-month data.*** |
| i ***If you selected “Yes” for 3.28 a), all additional outcome tables are open.***  |

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| **Outcome #1: Fewer people experience homelessness (homelessness is reduced overall)** |
|  | April2023 | May 2023 | June2023 | July2023 | Aug.2023 | Sept.2023 | Oct.2023 | Nov.2023 | Dec. 2023 | Jan. 2024 | Feb.2024 | March2024 |
| People who experienced homelessness for at least one day (that month) |  |  |  |  |  |  |  |  |  |  |  |  |

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| **Please use the comment box to provide additional information about your data, as applicable.** |
| \*Please insert comment here\* |

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| **Outcome #2: Fewer people were newly identified (new inflows to homelessness are reduced)** |
|  | April2023 | May 2023 | June2023 | July2023 | Aug.2023 | Sept.2023 | Oct.2023 | Nov.2023 | Dec. 2023 | Jan. 2024 | Feb.2024 | March2024 |
| People who were newly identified (that month) |  |  |  |  |  |  |  |  |  |  |  |  |

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| **Please use the comment box to provide additional information about your data, as applicable.** |
| \*Please insert comment here\* |

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| **Outcome #3: Fewer people return to homelessness (returns to homelessness are reduced)** |
|  | April2023 | May 2023 | June2023 | July2023 | Aug.2023 | Sept.2023 | Oct.2023 | Nov.2023 | Dec. 2023 | Jan. 2024 | Feb.2024 | March2024 |
| Returns to homelessness (that month) |  |  |  |  |  |  |  |  |  |  |  |  |

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| **Please use the comment box to provide additional information about your data, as applicable.** |
| \*Please insert comment here\* |

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| **Outcome #4: Fewer Indigenous peoples experience homelessness (Indigenous homelessness is reduced)** |
|  | April2023 | May 2023 | June2023 | July2023 | Aug.2023 | Sept.2023 | Oct.2023 | Nov.2023 | Dec. 2023 | Jan. 2024 | Feb.2024 | March2024 |
| Indigenous peoples who experienced homelessness for at least one day (that month) |  |  |  |  |  |  |  |  |  |  |  |  |

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| **Please use the comment box to provide additional information about your data, as applicable.** |
| \*Please insert comment here\* |

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| **Outcome #5: Fewer people experience chronic homelessness (chronic homelessness is reduced)** |
|  | April2023 | May 2023 | June2023 | July2023 | Aug.2023 | Sept.2023 | Oct.2023 | Nov.2023 | Dec. 2023 | Jan. 2024 | Feb.2024 | March2024 |
| People who experienced chronic homelessness for at least one day (that month) |  |  |  |  |  |  |  |  |  |  |  |  |

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| **Please use the comment box to provide additional information about your data, as applicable.** |
| \*Please insert comment here\* |