

VIOLENCE FREE MINNESOTA'S SUPPLEMENTAL HOMELESS DV/SA POINT IN TIME COUNT FOR JANUARY 24, 2024

Instructions

WHAT - WHY

The nationwide Point In Time (PIT) count happens each year at the end of January. HUD mandates that each state counts those that are homeless on this one night. This information is used in setting housing/homeless policy and funding.

The HUD definition of homelessness includes those who are attempting to flee domestic or sexual violence, sexual trafficking, or stalking but the people doing the PIT count do not necessarily have contact with those who are attempting to flee violence. That is why we run the **Supplemental Homeless DV/SA PIT Count**. The Supplemental DV/SA PIT Count will count the number of people attempting to flee domestic violence, dating violence, sexual assault, and stalking. The Supplementary Homeless DV/SA PIT count will work to augment the Minnesota PIT.

WHEN

The PIT and Supplemental DV/SA PIT Count happens on **January 24th**. You have until the close of business day on January 31st, 2024 to complete your count. If there was anyone you did not survey on January 24th, during the following week you can ask them where they slept on January 24th and add it to your program's count.

WHO

We need **all advocacy programs** who interact with victim/survivors to do the Supplemental DV/SA Count. This is not just limited to programs with emergency shelters. We are asking ALL of our member programs (emergency shelter, transitional housing, scattered site TH, and community-based advocacy programs) to participate in the survey.

HOW

We are asking you to survey any victim/survivor who is homeless on January 24th. We specifically want to count those victim/survivors who are attempting or wanting to flee violence but do not have any housing option.

There are TWO ways to collect data about homeless survivors attempting to flee:

1. Ask every victim/survivor that you serve on January 24th if they will do a basic 5 question survey.

I am conducting a Supplemental DV/SA PIT Count and would like to ask you a few additional questions about your housing situation. If you consent, I will proceed to a short survey where you can answer as many questions as you would like.

2. You can also do a review of your open caseload and based on previous screening and assessment information, determine who is attempting to flee on the night of the 24th;

Throughout the week, ask anyone who **you did not survey** on January 24, 2024, where they slept on January 24th and complete the survey.

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If the victim/survivor is referred to you by Day One, you should survey that person. Day One is not surveying anyone that they refer on to a program.

If the victim/survivor is in your shelter or another emergency shelter or supportive housing program, do NOT count that person. They will be counted as part of the HUD/CoC PIT Count.

When a person consents to answer the Supplemental DV/SA PIT survey, your need to ask whether anyone else has asked them questions about where they slept on January 24th. If they have already answered questions on where they slept that night, STOP. This person has already answered a PIT survey and should not be counted again.

Using the Survey Monkey form:

Choose which of the **two methods** your program will use (your program should choose ONE method that everyone in the program will use for consistency):

1. Submit one **Survey Monkey form for EACH participant**. Use this link (<https://www.surveymonkey.com/r/L3X9KR2>) to access the survey and complete Part I for each participant and submit one Survey Monkey form per participant, we suggest that you keep track internally of which participants the form has been used for.
2. Submit **ONE form for the program at the end** of the submission period. Use the same link - <https://www.surveymonkey.com/r/L3X9KR2> -- and complete Part II the group survey form and submit one form for your program after January 31st. You have the option of printing out the form to use as a tally sheet. Then have one person total up the numbers for each question and submit.
 - a. Print function - The Survey Monkey form doesn't have a set print option. In order to print the form, you will have to manually do so. While the form is on your screen, right click on your mouse and scroll to print option. Print as you normally would. You can also use the short hand on your keyboard, Contol+P, to print.

The Questions in the Survey:

- The first section collects questions about the staff member and program filling out the survey;
- For each subsequent question, choose only **ONE** answer, even if more apply – use your discretion;
 - Each question requires you to enter a **whole number** before you can go to the next question;
 - Enter **0** if **there is no one that fits** in a category;
- Each question in the survey will have **specific directions** assisting you in answering it.
- Complete only Part I if submitting a form for each individual. Complete only Part II if submitting all of the responses from your program together.

TIP: Please do not force survivors to give you demographic information if they do not want to, you may enter 0 on demographics for that participant. Please let survivors know that all personally identifying information about them is confidential and no personally identifying information will be shared with anyone.

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For More Help:

- Contact Twyla Olson at toslon@vfmn.org
- The FAQ, instructions, recorded webinar, are all on Violence Free Minnesota's website in the members only section.
- **Refer** to the Frequently Asked Question document
- **Refer** to the survey - <https://www.surveymonkey.com/r/L3X9KR2>

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Frequently Asked Questions

Q. What is the Point in Time Count (PIT)?

A. The Department of Housing and Urban Development (HUD) requires each state to count the number of homeless individuals on a single night each year, and to report that count to HUD. This “Point In Time” or “PIT” count is the benchmark against which states measure their success at reducing homelessness. The date for this year’s PIT count is 1/24/2024.

Q. Does the Supplemental DV/SA PIT Count replace the Minnesota PIT Count that people already participate in through their CoC?

A. No, this is not a replacement, this *augments* the MN PIT Count that many of you already participate in through your CoC.

Q. Why is there an additional PIT Count?

A. For years, Violence Free Minnesota members expressed to us that the homeless system did not accurately capture the number of homeless individuals and families in Minnesota who are fleeing/attempting to flee domestic violence, dating violence, sexual assault, and stalking. We know that there are many survivors living in abusive situations who are attempting to flee but are NOT in DV shelters or on the street. Survivors who are attempting to flee BUT cannot due to of lack of resources/other residences, meet the HUD definition of homeless.

Q. Do we still need the Supplemental DV/SA Count this year if HUD is already asking if people are attempting to flee domestic violence? Wouldn't this create duplicates?

A. Yes, we still need the **Supplemental DV/SA Count**. Many of our programs do not receive HUD funding and therefore will not be participating in the MN PIT Count. But 100% of our member programs interact with victims and survivors fleeing/attempting to flee domestic violence, dating violence, sexual assault, and stalking and can participate in the supplemental PIT Count.

We address duplications below.

Q. Will the information collected in the Supplemental DV/SA Survey duplicate information we're already collecting for the Minnesota PIT count?

A. No, we are employing these methods to prevent duplication:

1. We are training people on how to gather the data and how to ask people if they have already been counted.
2. We are asking questions that the Minnesota PIT Count is not asking.

Q. How will the Supplemental DV/SA Count data help us get more housing for survivors?

A. It will provide a clearer view of who is actually homeless. The PIT count is the main tool and main data source used for measuring progress on both the national and local plans to end homelessness. You cannot end homelessness without accounting for all homeless people experiencing violence. It will also allow Violence Free Minnesota to supplement the real stories we all know about with a data-driven push for funding reallocation, targeted resources, and services.

Q. Who will have access to the information you share and what about confidentiality?

A. We only ask you to identify the **name of your program, the counties you serve and the name of the staff person completing the survey**. The information we submit will be the aggregate totals of homeless survivors and their demographics. **Please do not include any survivors personally identifying information in the survey**. Violence Free

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Minnesota will not share program specific totals outside of the Coalition -- only aggregate totals of all surveys statewide and by regions. Please to refer to ['Instructions'](#) for more information and tips.

Q. What is the timeline for the Supplemental DV/SA Count?

A. Both PIT Counts are done on the same night, **Wednesday, January 24, 2024**. You will have until COB January 31st to submit the Survey Monkey form. Please to refer to ['Instructions'](#) for more information and tips.

Q. Which programs should participate in Supplemental DV/SA Count? Do only shelters participate in the count?

A. We encourage ALL our member programs to participate, whether you run an emergency shelter, transitional housing, scattered site transitional housing, or provide community-based advocacy programming without operating any type of housing. Please to refer to ['Instructions'](#) for more information and tips.

Q. How are you defining attempting to flee and doubled up?

A. Attempting to Flee¹ – Any individual or family who:

(i) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence;

(ii) Has no **other** residence and;

(iii) Lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, to obtain other permanent housing.

Doubled Up/Couch Hopping² – Doubled up or couch hopping is considered an episode of homelessness if a household is doubled up with another household (and duration is less than one year) or couch hops as a temporary way to avoid living on the streets or an emergency shelter.

Q. How are you defining domestic violence, dating violence, sexual assault, and stalking violence?

A. We are letting people self-determine and name their own victimization. If someone ask you to explain the difference, our best suggestion is to ask them to identify what matches their situation best – use your discretion. We understand that these four terms do not fully encapsulate all the nuances of violence (family violence, intimate partner violence, or gender-based violence). We fully acknowledge these limitations, and have chosen these four types of victimizations to match the terminology indicators HUD and VAWA uses for their data extrapolation. Our strategy is that the closer we can match their indicators in the PIT Count, the more of our data they will incorporate.

Q. Do I fill out a form for each participant or does my program fill out one form at the end and submit it? What if I want to tally?

A. You choose, but choose **ONLY ONE** method. You can either fill one form for each participant, **OR** submit everyone's tally at the end of the submission period. Please to refer to ['Instructions'](#) for more information and tips.

¹ www.hudexchange.info/resources/documents/HEARTH_HomelessDefinition_FinalRule.pdf

² www.mnhousing.gov/get/MHFA_011066

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