MARYLAND
BALANCE OF STATE
CONTINUUM OF CARE

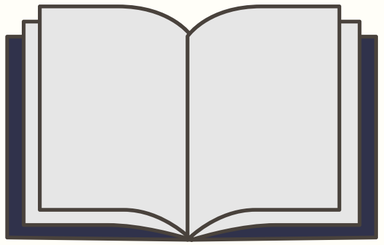
Institute for Community Alliances

3.917 PRIOR LIVING SITUATION:

Insights from the 2024 HUD Data Standards

September 25 | 10am- 11am

Today’s Objectives



- **Provide a Comprehensive Overview:** Present an in-depth overview of Section 3.917 of the 2024 HMIS Data Standards
- **Clarify Key Terms and Criteria:** Define and explain key terms and criteria outlined in the 3.917 Data Element.
- **Demonstrate Accurate Data Collection:** Illustrate best practices for accurately collecting data for all questions related to the 3.917 Data Element.

Chronic Homelessness (HUD)

Definition

- A homeless individual with a disability as defined in section 401(9) of the McKinney-Vento Assistance Act (42 U.S.C. 11360(9)), who:
  - Lives in a place not meant for human habitation, a safe haven, or in an emergency shelter, and
  - Has been homeless and living as described for at least 12 months* or on at least 4 separate occasions in the last 3 years, as long as the combined occasions equal at least 12 months and each break in homelessness separating the occasions included at least 7 consecutive nights of not living as described.

Source of Information

Overview of the 2024 HUD Data Standards

Primary Source: All of the information presented in the following presentation is derived from the 2024 HMIS Data Standards Manual.

Purpose of the Manual : To provide guidelines for the collection, management, and reporting of data into the Homeless Management Information System (HMIS)

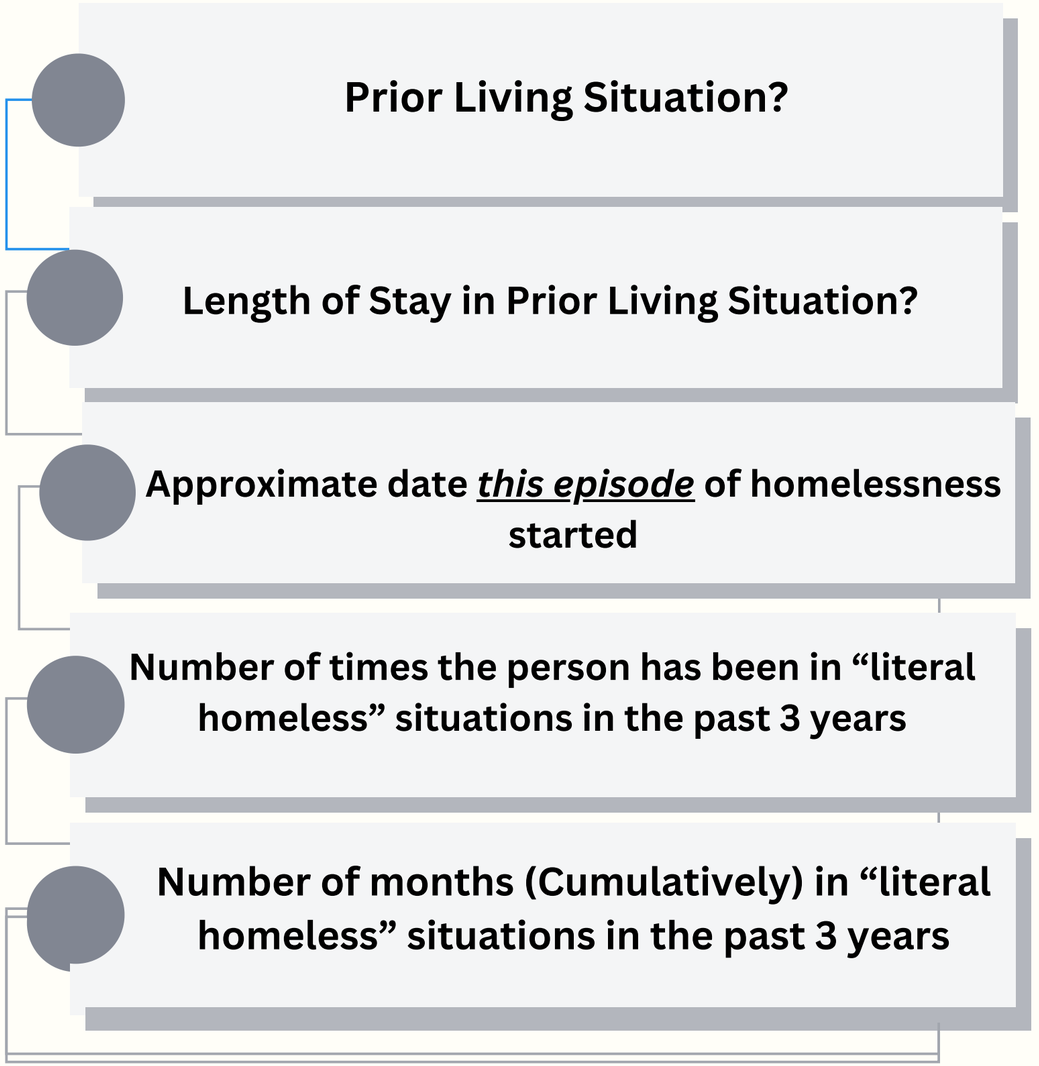
The 2024 HMIS Data Standards Manual

3.917 Prior Living Situation

Rationale

To identify the type of living situation and length of stay in that situation immediately prior to project start for all adults and the Head of Household. This data element is used with other information to identify whether a client appears to meet the criteria for experiencing chronic homelessness at various points of enrollment (i.e., at the point of project entry, at a point during a project enrollment, or at any point over the course of a specified reporting period).

The 3.917 Data Collection Flow



1. **Prior Living Situation?**
2. **Length of Stay in that situation**
3. **Approximate date *<u>this episode</u>* of homelessness started**
4. **Number of times the person has been in “literal homeless” situations in the past 3 years**
5. **Number of months (Cumulatively) in “literal homeless” situations in the past 3 years**

Prior Living Situation vs. Current Living Situation

What’s the Difference?

Living Situation	Question	Time Period
Prior Living Situation	Where did you stay last night?	Past
Current Living Situation	Where will you stay tonight?	Future

Prior Living Situation vs. Current Living Situation

What's the Difference?

Living Situation	Question	Time Period
Prior Living Situation	Where did you stay last night?	Past
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1. **Where was the client just before project start?**
2. Length of Stay in that situation
3. Approximate date <u>this episode</u> of homelessness started
4. Number of times the person has been in “literal homeless” situations in the past 3 years
5. Number of months (Cumulatively) in “literal homeless” situations in the past 3 years

Select the best match from list of homeless, institutional, transitional, and permanent situations

1. **Where was the client just before project start?**
2. Length of Stay in that situation
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Select the best match from list of homeless, institutional, transitional, and permanent situations

The 3.917 data collection flow is based on the how question 1 is answered.

1. **Where was the client just before project start?**
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5. Number of months (Cumulatively) in “literal homeless” situations in the past 3 years

Select best match from list of homeless, institutional, transitional, and permanent situations

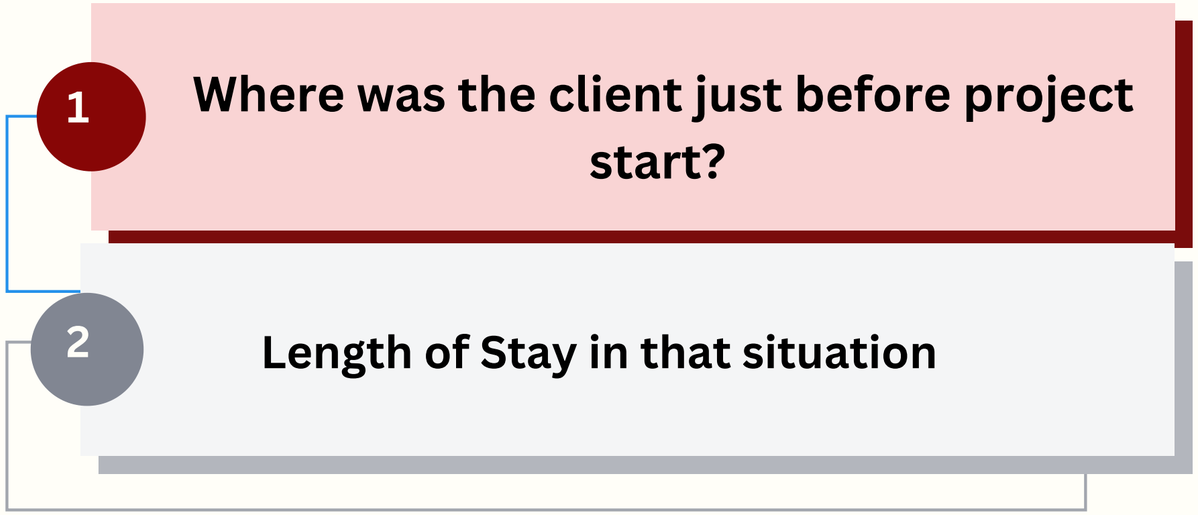
The 3.917 data collection flow is based on the how Question 1 is answered.

If client is coming from a literal homeless situation, Questions 1-5 of the 3.917 data collection flow should each be answered chronologically.

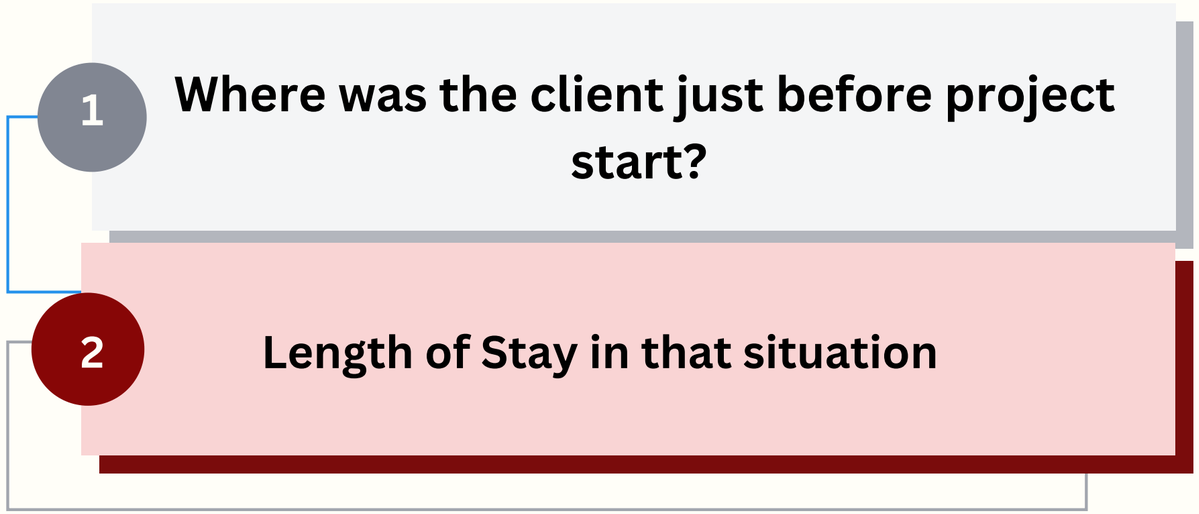
Literal Homeless Situation

- Place not meant for human habitation
  - public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport or camping ground.
- Emergency Shelter
  - Includes hotel or motel paid for with emergency shelter voucher, Host home shelter.
- Safe Haven
  - A project that offers supportive housing that (1) serves hard-to-reach people experiencing homelessness with severe mental illness who have been unsheltered and have been unwilling or unable to participate in supportive services; (2) provides 24-hour residence for eligible persons for an unspecified period; (3) has an overnight capacity limited to 25 or fewer persons; and (4) provides low demand services and referrals for the residents.

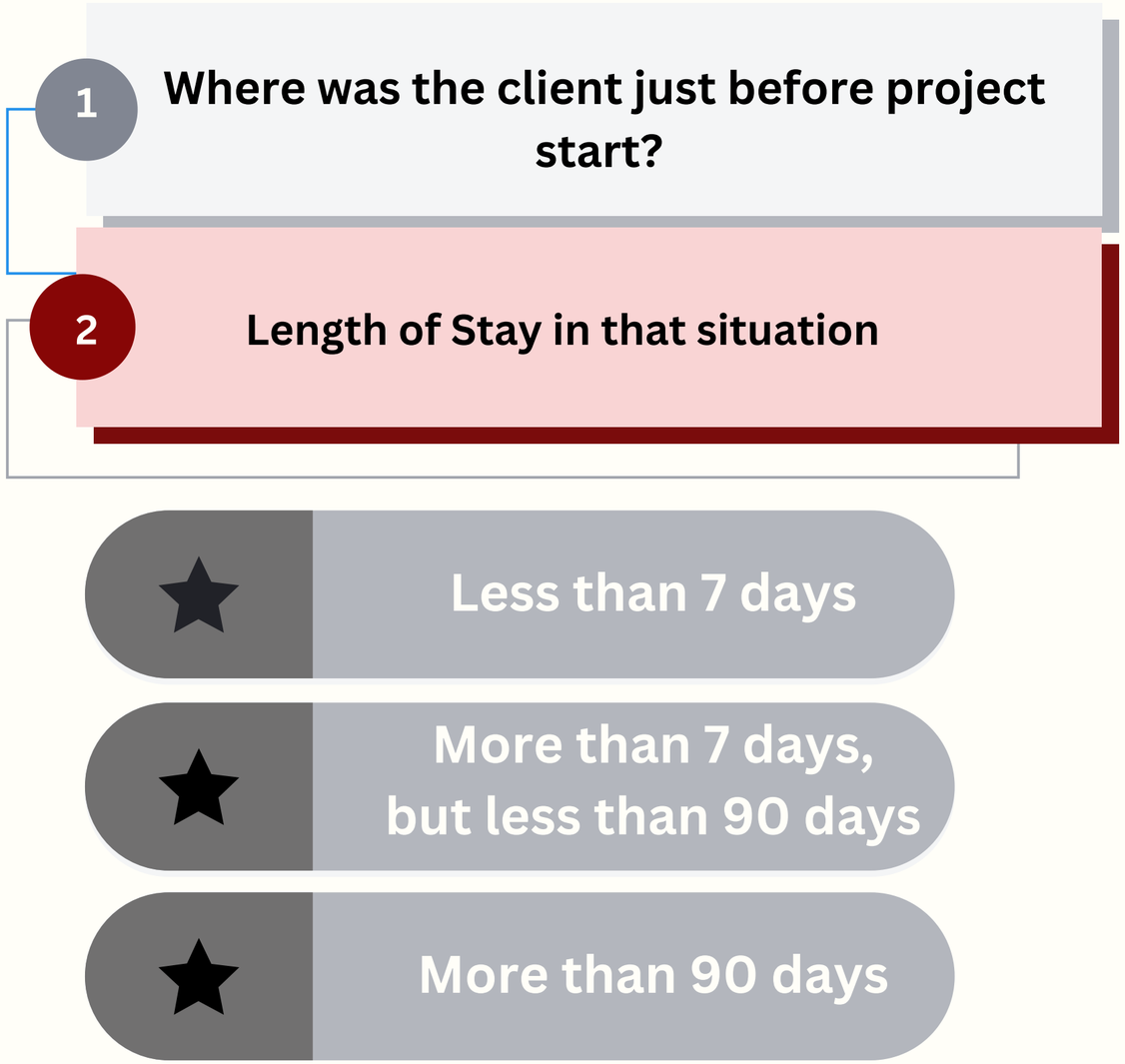
1. **Where was the client just before project start?**
2. **Length of Stay in that situation**
3. **Approximate date this episode of homelessness started**
4. **Number of times the person has been in “literal homeless” situations in the past 3 years**
5. **Number of months (Cumulatively) in “literal homeless” situations in the past 3 years**



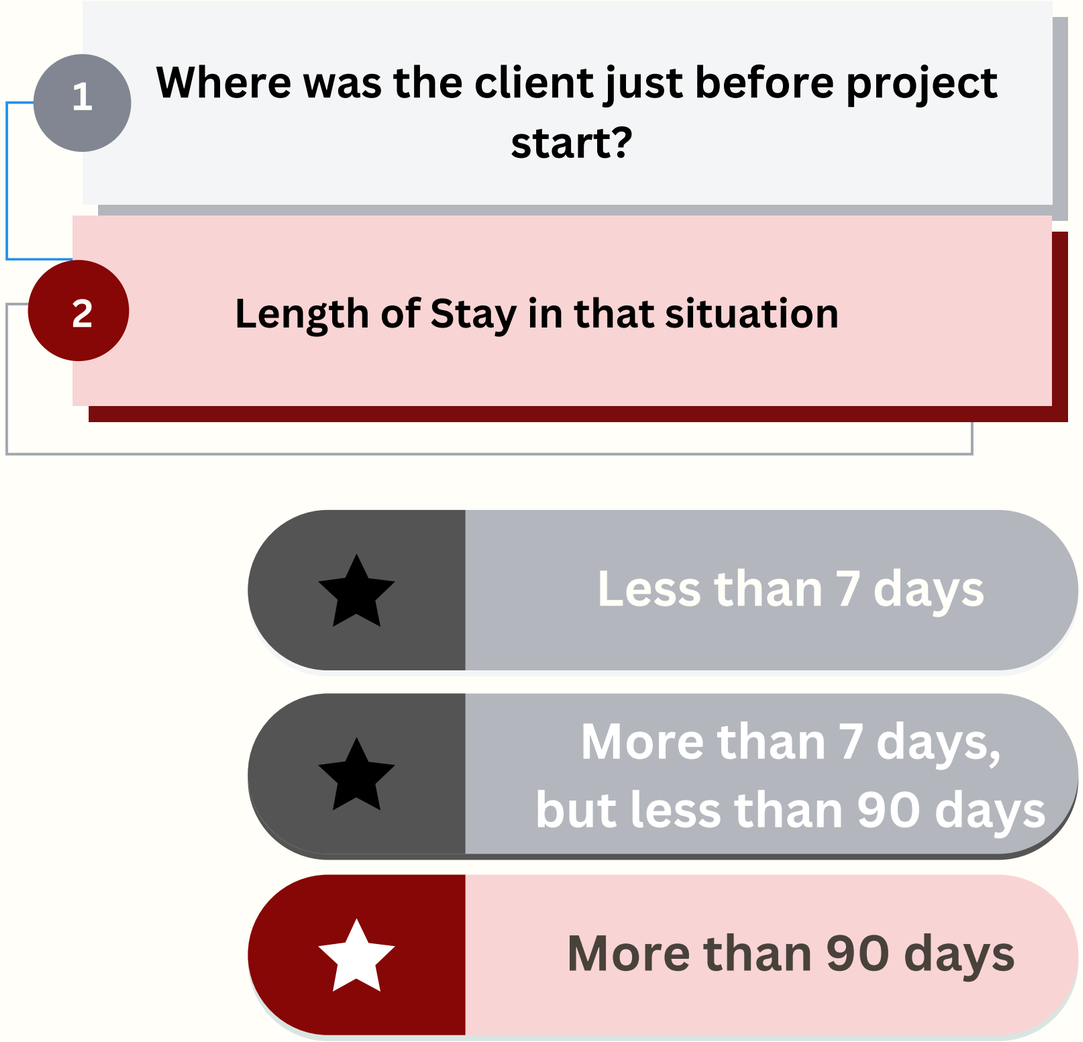
If Client is coming from an Institutional, temporary housing, or permanent housing situation the 3.917 data collection flow will change.



What is the length of the time the client stayed in the institutional, transitional or permanent housing situation?



Depending on the client's prior living situation (1) and their length of stay in that situation determines the 3.917 data collection flow.



If Client's prior living situation was in an <u>institutional setting</u> for more than 90 days, no further data collection is needed.

1 Where was the client just before proj
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2 Length of Stay in that si

Less

More th
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More than 90 days

If Client's prior
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n 90 days, no
urther data
collection is
needed.

But, Why?

“Breaks” in homelessness

In the previous example the client had stayed in an institutional setting for 90 days or more. This would be considered a break in their homelessness, and no further data collection is needed.

A break in homelessness is 90 days or more for institutional settings

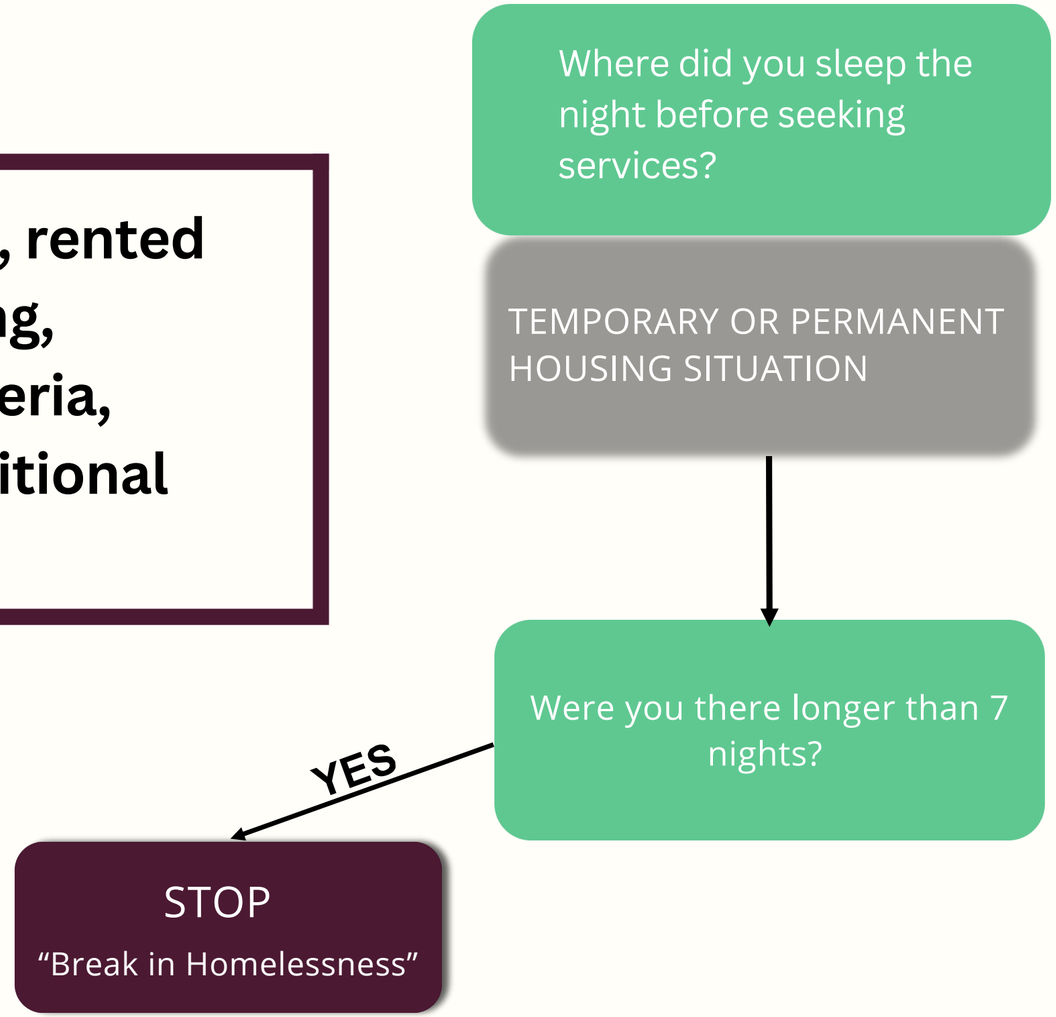
7 days or more for temporary and permanent housing settings

A break in homelessness is <u>90 days or more</u> for institutional settings

Foster care, hospital or other medical facility, jail / prison, long-term care facility, nursing home, psychiatric facility,

A break in homelessness is 7 days or more for Temporary and Permanent Housing Situations

Motel paid without voucher, owned housing, rented housing, permanent supportive housing, residential project with no homeless criteria, staying or living with friends / family, transitional housing



1. Where was the client just before project start?
2. Length of Stay in that situation

- Less than 7 days
- More than 7 days, but less than 90 days
- More than 90 days

If Client's prior living situation was in a temporary or permanent housing setting

And their Length of Stay in that situation was more than 7 days, it would be considered a break in their homelessness

No additional data collection would be needed

However,

1. Where was the client just before project start?
2. Length of Stay in that situation

- ★ Less than 7 days
- ★ More than 7 days, but less than 90 days
- ★ More than 90 days

If Client's prior living situation was in a temporary or permanent housing setting

And their Length of Stay in that situation was less than 7 days you will need to further investigate, and see what the client's living situation was before living in temporary or permanent housing.

OR

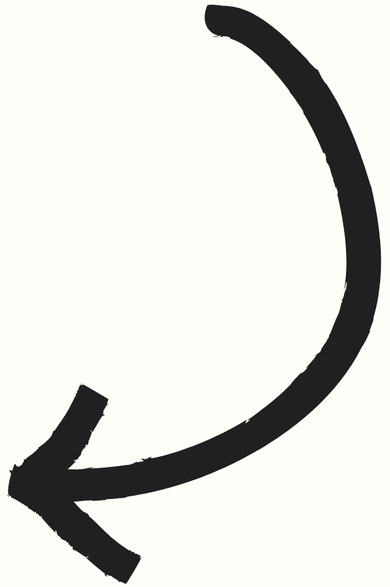
1. **Where was the client just before project start?**
2. **Length of Stay in that situation**

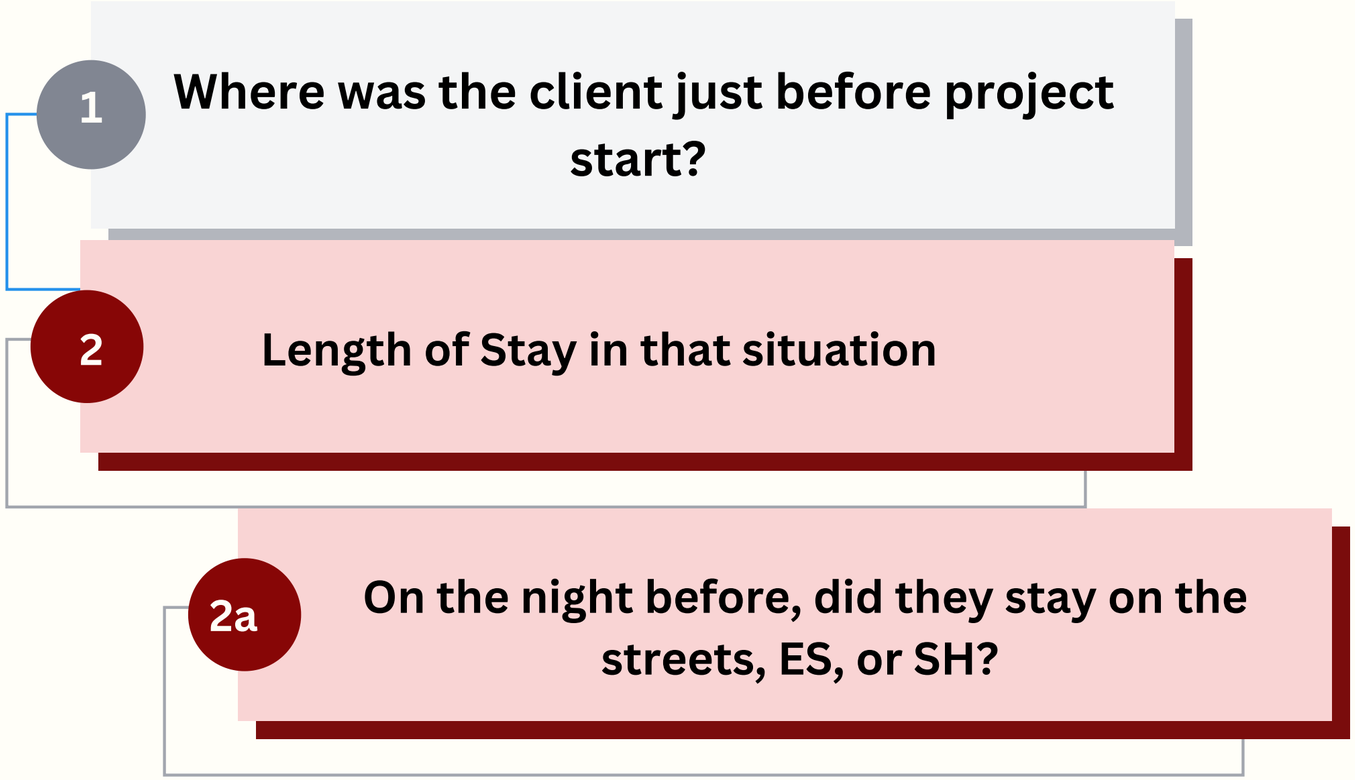
- ★ Less than 7 days
- ★ **More than 7 days, but less than 90 days**
- ★ More than 90 days

If Client's prior living situation was in an institutional setting for less than 90 days.

You will need to further investigate, and see what the client's living situation was before living in an institutional setting.

1. **Where was the client just before project start?**
2. **Length of Stay in that situation**
   - 2a. **On the night before, did they stay on the streets, ES, or SH?**





NO

If the client <u>was not</u> in a homeless situation on the night prior to living in an institution, temporary, or permanent housing situation no further investigating or data collection is needed.

1 Where was the client just before project start?

2 Length of Stay in tha

2a On the night
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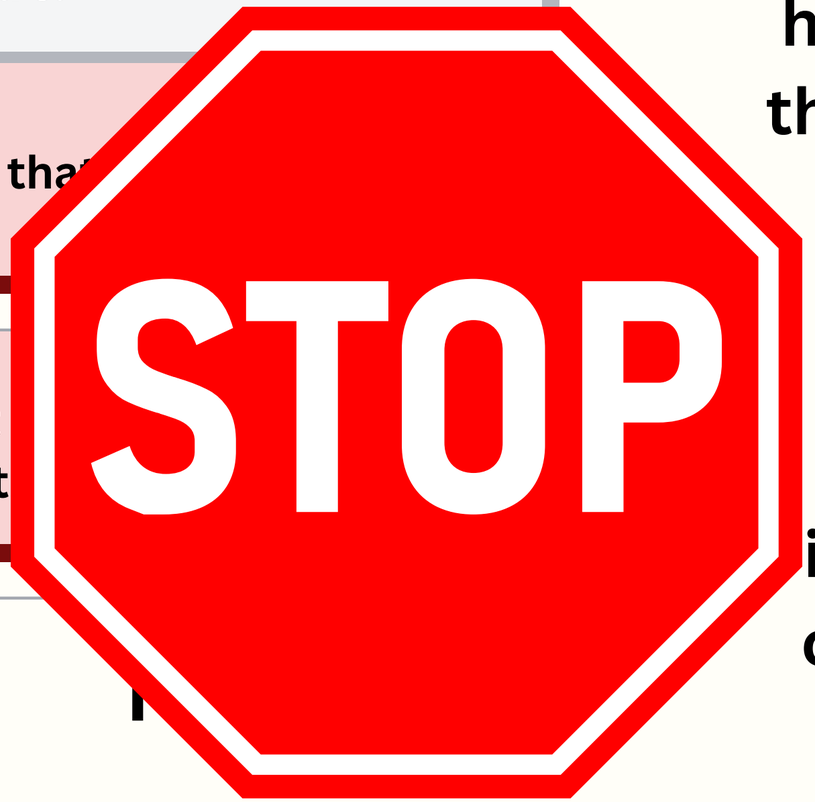
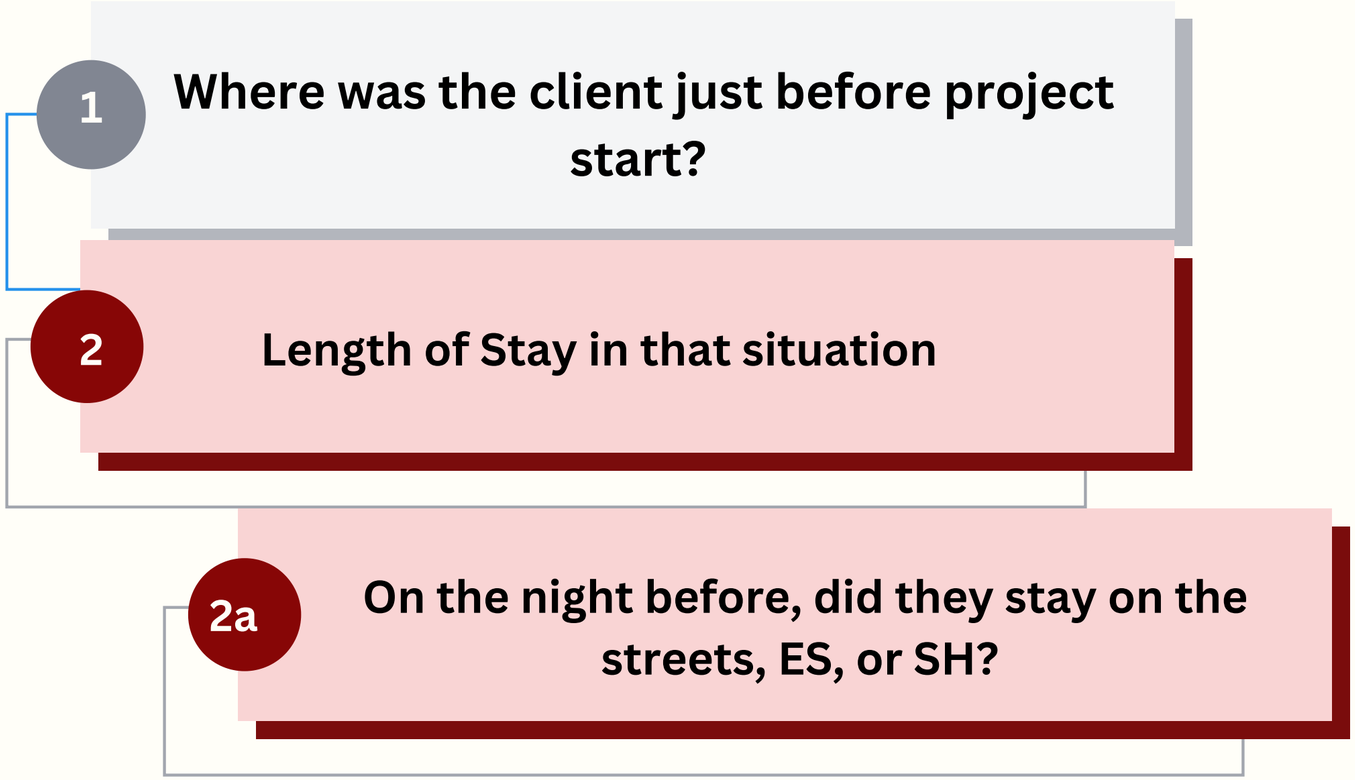


If the client was not in a homeless situation on the night prior to living in an institution, temporary, or permanent housing situation no further investigating or data collection is needed.



YES

If the client <u>was</u> living in a homeless situation on the night prior to living in an institution, temporary, or permanent housing situation, further investigation is needed.

1. Where was the client just before project start?
2. Length of Stay in that situation
   - 2a. On the night before, did they stay on the streets, ES, or SH?

If the client <u>was</u> living in a homeless situation on the night prior to living in an institution, temporary, or permanent housing situation further investigation is needed.

1. Where was the client just before project start?
2. Length of Stay in that situation
2a. On the night before, did they stay on the streets, ES, or SH?
3. Approximate date this episode of homelessness started
4. Number of times the person has been in “literal homeless” situations in the past 3 years
5. Number of months (Cumulatively) in “literal homeless” situations in the past 3 years

3 Approximate date <u>this episode</u> of homelessness started

- **Have the client look back to the date of the last time the client had a place to sleep that was not on the streets, ES, or SH.**

- **Including the situation they were in right before entering, as well as any continuous time in the streets, in an ES, or SH. When did this time of homelessness begin? Determine the date this period of the client's experience of "literal" homelessness began.**

- **Review any breaks in homelessness.**

TODAY

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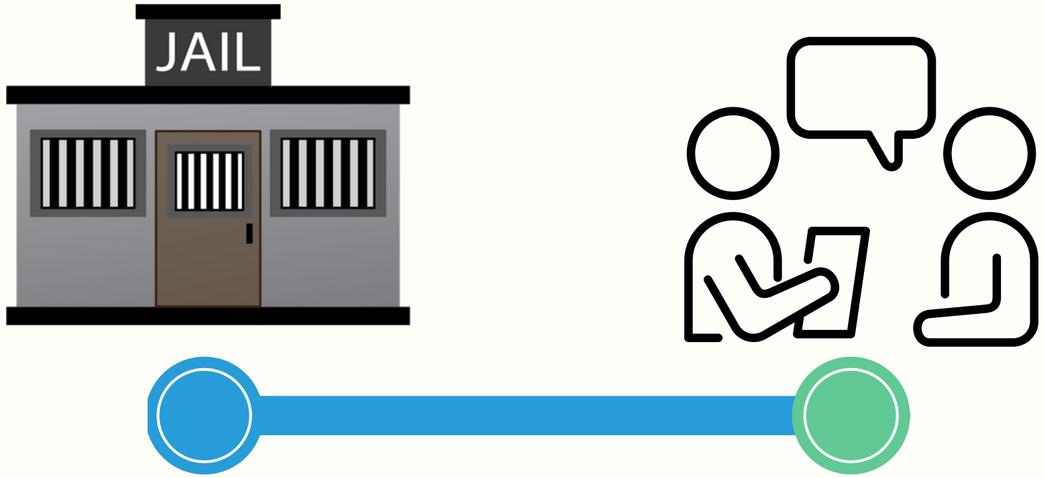

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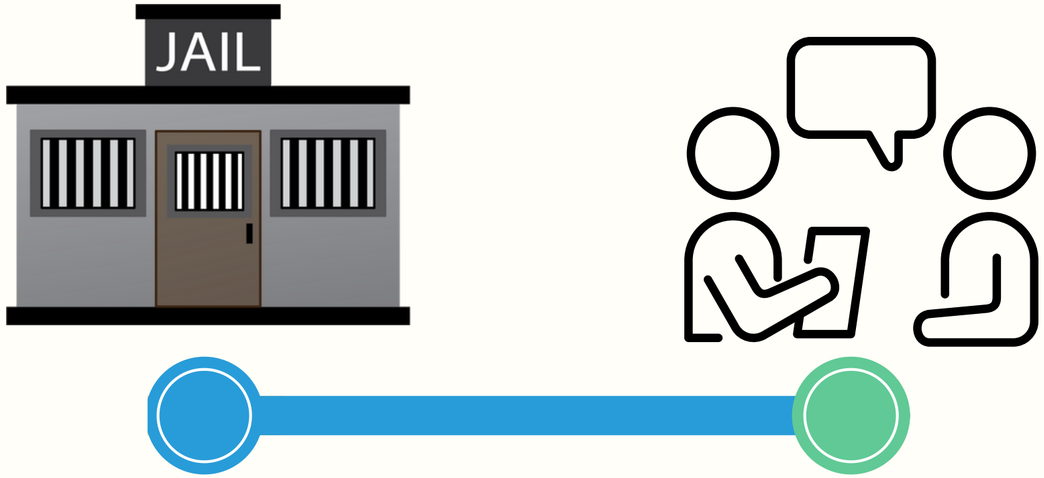

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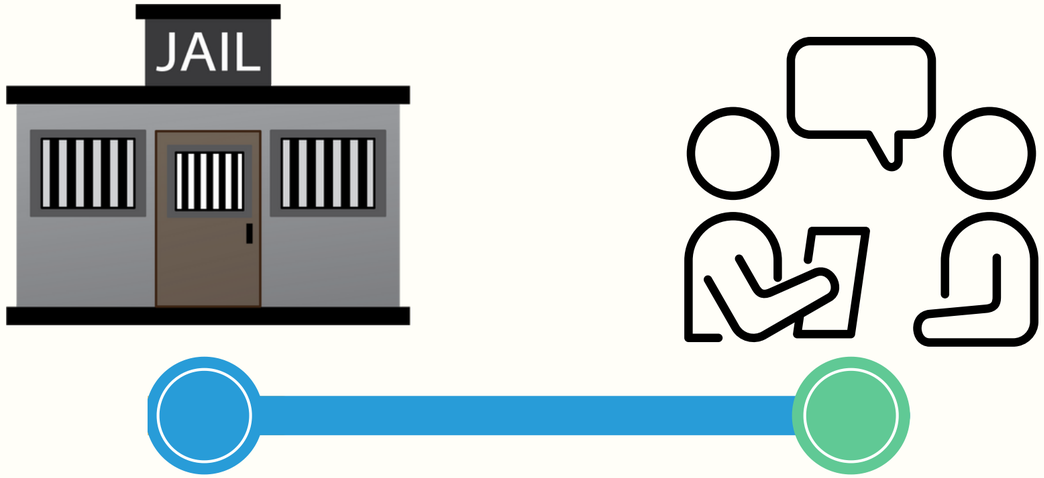
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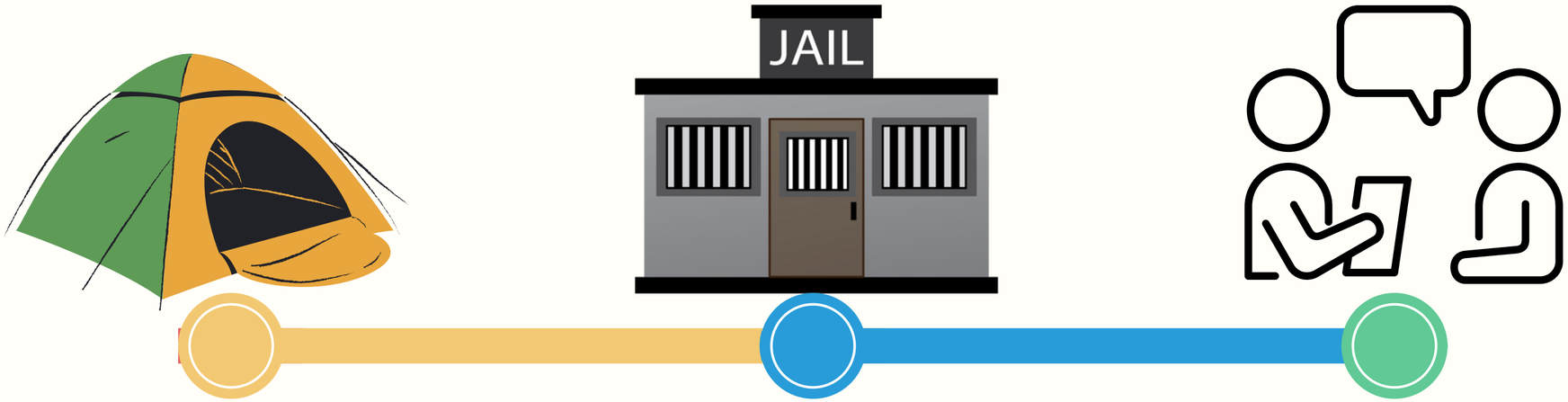
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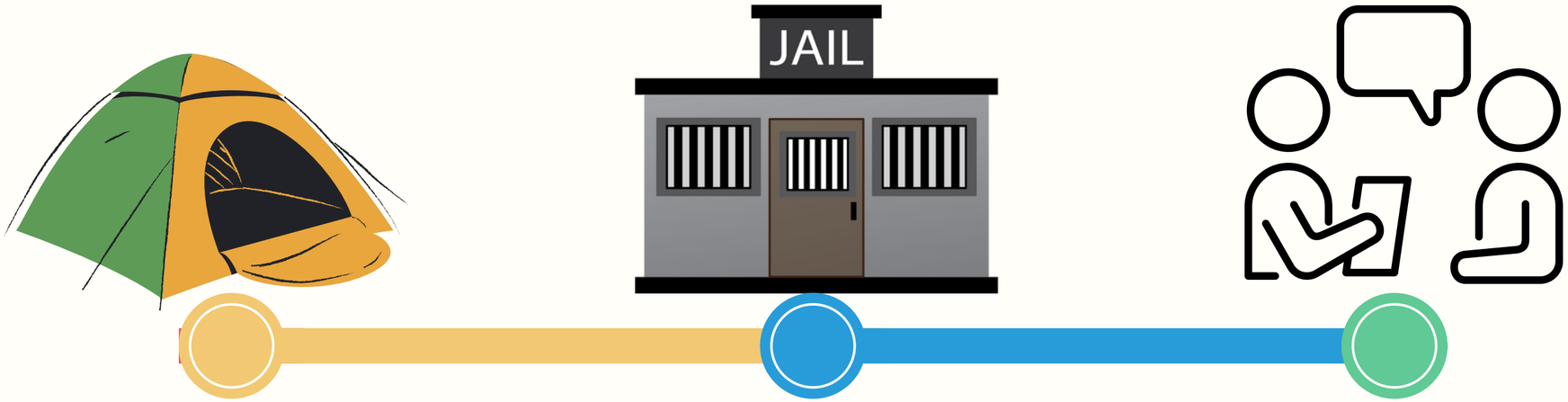
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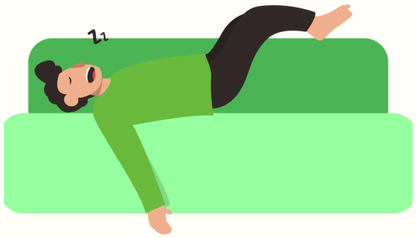

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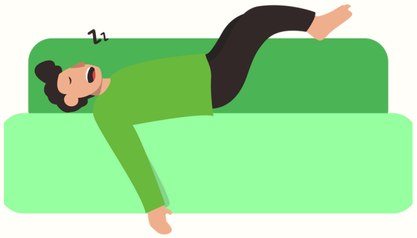

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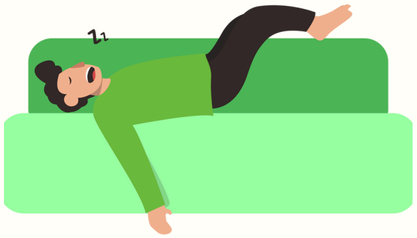

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1. Prior Living Situation?
2. Length of Stay in that situation
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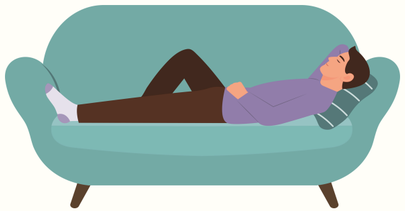
5. Number of months (Cumulatively) in “literal homeless” situations in the past 3 years

4

Number of times the person has been in “literal homeless” situations in the past 3 years

Including today, count all the different times the client was in the streets, in an ES, or SH in the last 3 years where there are full breaks in between homeless episodes.

- One time
- Two times
- Three times
- Four or more times



Jan 1, 2024

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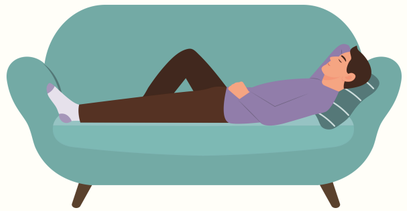
February 2023



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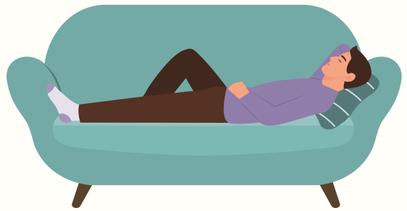

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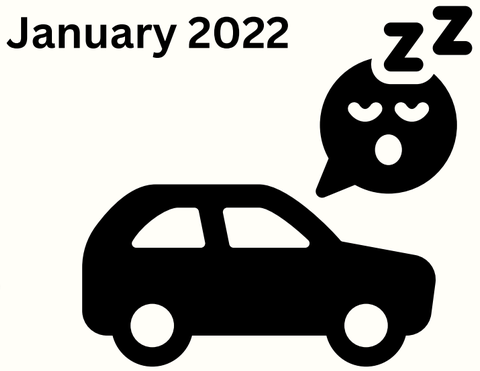
January 2022



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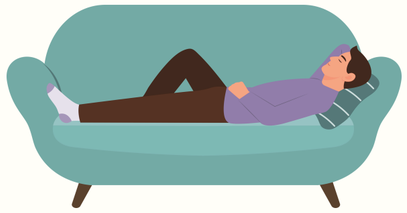

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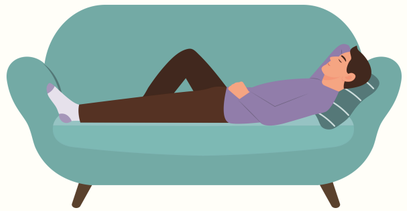

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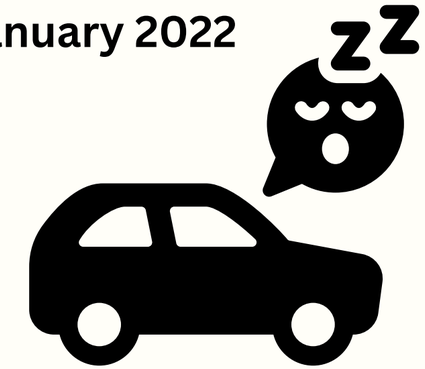

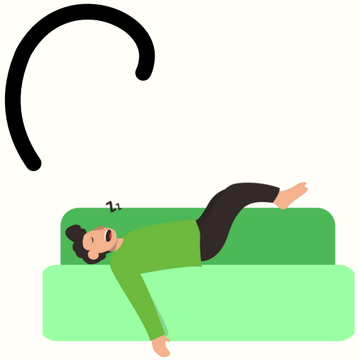

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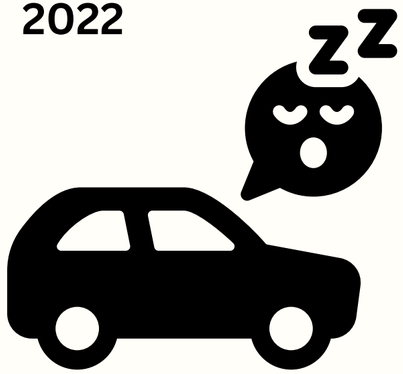
January 2019 - November 2022

November 2022



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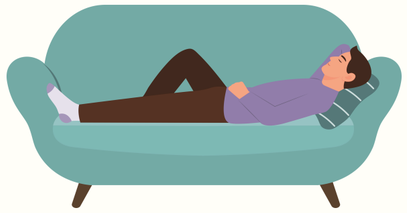

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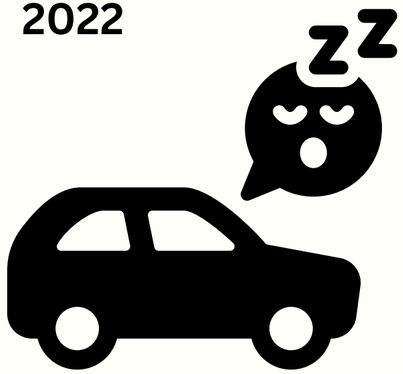

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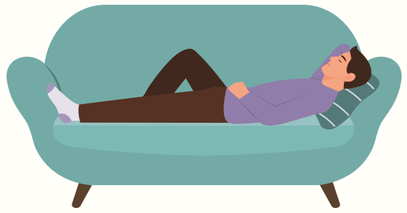

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1. Prior Living Situation?
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5. Number of months (Cumulatively) in “literal homeless” situations in the past 3 years

5 Number of months (Cumulatively) in “literal homeless” situations in the past 3 years

- **Count the cumulative number of months in which a person was on the streets, in an ES, or SH in the last 3 years, including periods where there aren’t “breaks” in homelessness.**

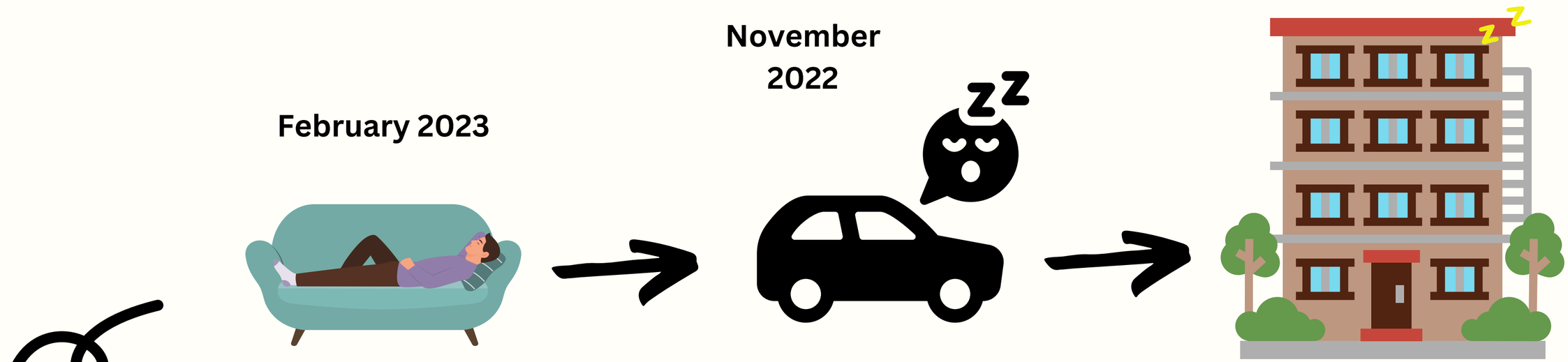
- Pro Tip: the current month, even if a partial month, should be counted as a full month.

- One month (this time is the first month)
- [Fill in: 2 - 12]
- More than 12 months

January 2019 - November 2022

November 2022

February 2023



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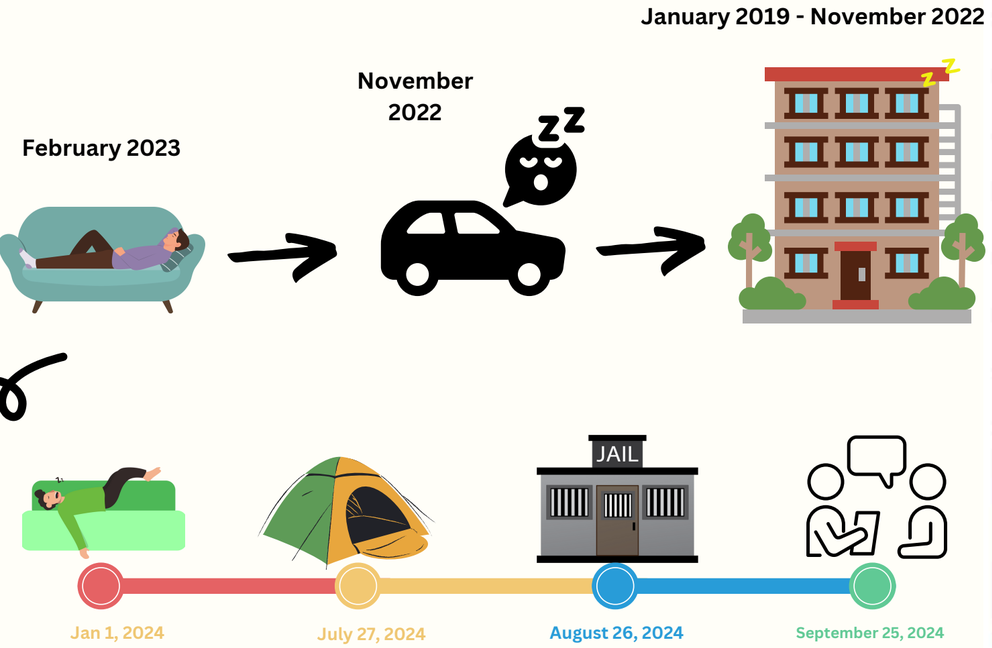


Please Note: Total Number of months homeless on the street, in ES or SH in the past three years. Is not 5, but 7 total months

Clear All

If Different Identity, Please Specify	
Sexual Orientation	Heterosexual
Relationship to Head of Household *	Self (head of household)
Last Grade Completed (HUD)	Some College
Enrollment CoC	MD-514
County Resided Prior to Entry	MD: Garrett County
Zip Code of Last Permanent Address	21522
Prior Living Situation	-Select-
Length of Stay in Previous Place	-Select-
Percentage of AMI	-Select-
Income from Any Source	-Select-

Monthly Income — HUD Verification

Monthly Amount	Source of Income	Receiving Income Source?	Start Date *	End Date

Add | View Gross Income

Total Monthly Income	
Non-cash benefit from any source	-Select-

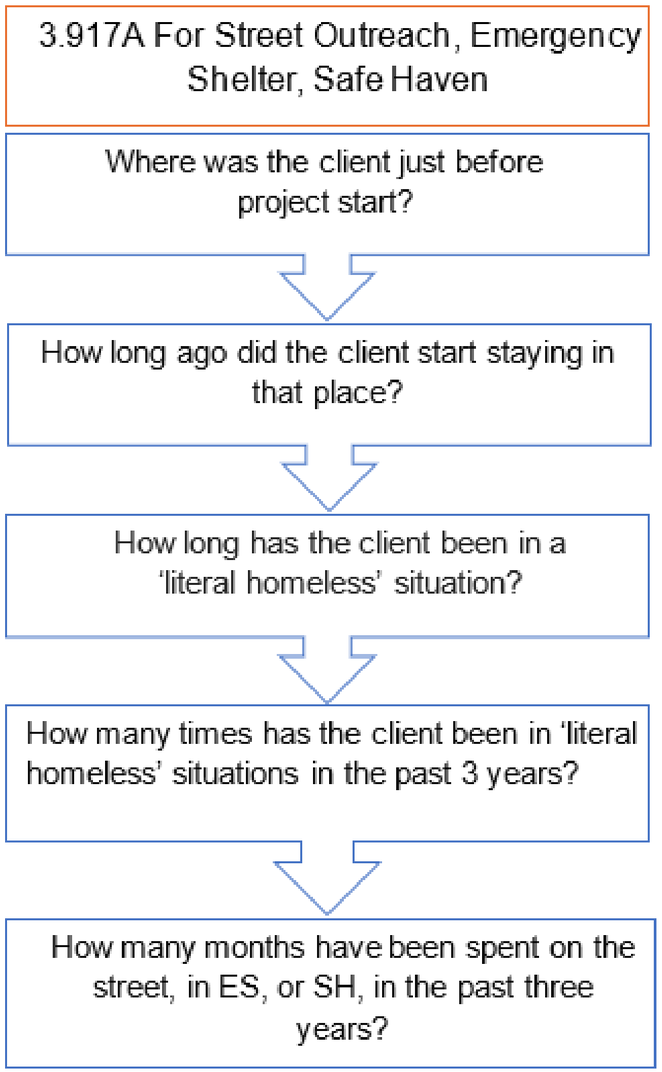
Non-Cash Benefits — HUD Verification

Amount of Non-Cash Benefit	Source of Non-Cash Benefit	Receiving Benefit?	Start Date *	End Date

Add

Covered by Health Insurance	-Select-

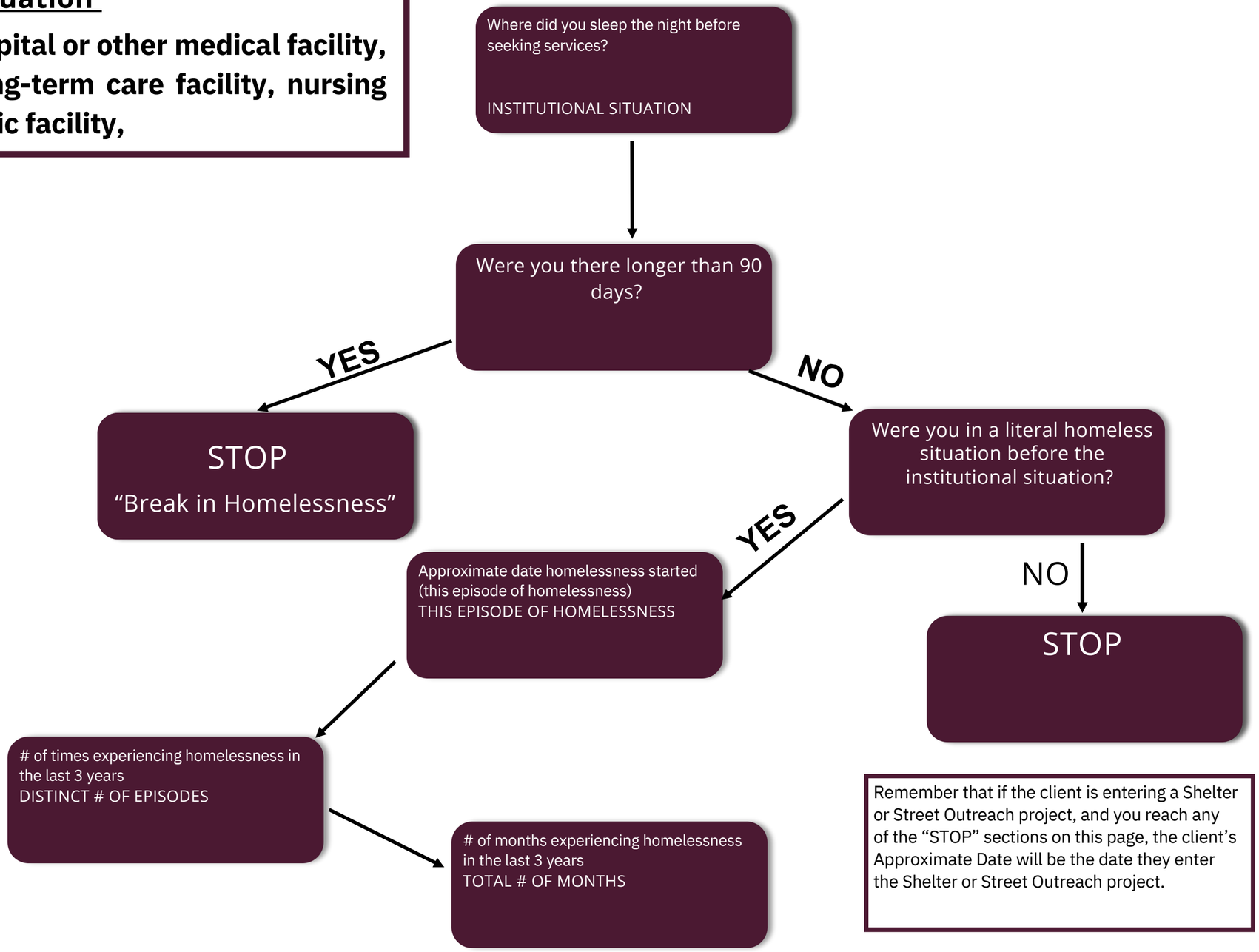
3.917A Flow Chart is applicable only to Emergency Shelter, Street Outreach, and Safe Haven project types.



Institutional Situation

Foster care, hospital or other medical facility, jail / prison, long-term care facility, nursing home, psychiatric facility,

3.917 Questions



Remember that if the client is entering a Shelter or Street Outreach project, and you reach any of the "STOP" sections on this page, the client's Approximate Date will be the date they enter the Shelter or Street Outreach project.

Transitional or Permanent Situation =

Motel paid without voucher, owned housing, rented housing, permanent supportive housing, residential project with no homeless criteria, staying or living with friends / family, transitional housing

3.917 Questions

Where did you sleep the night before seeking services?
TRANSITIONAL OR PERMANENT SITUATION

Were you there longer than 7 nights?

YES

STOP

"Break in Homelessness"

NO

Were you in a literal homeless situation before the transitional or permanent situation?

YES

Approximate date homelessness started (this episode of homelessness)
THIS EPISODE OF HOMELESSNESS

NO

STOP

Remember that if the client is entering a Shelter or Street Outreach project, and you reach any of the "STOP" sections on this page, the client's Approximate Date will be the date they enter the Shelter or Street Outreach project.

# of times experiencing homelessness in the last 3 years
DISTINCT # OF EPISODES

# of months experiencing homelessness in the last 3 years
TOTAL # OF MONTHS

HMIS Refresher Training - 9.25.24
3.917 Prior Living Situation: Insights from the 2024 HUD Data Standards

- **Defining Chronically Homeless Final Rule**
  - https://www.hudexchange.info/resource/4847/hearth-defining-chronically-homeless-final-rule/
- **HUD Data Standards Manual 2024**
  - https://files.hudexchange.info/resources/documents/HMIS-Data-Standards-Manual-2024.pdf
- **3.917 Prior Living Situation - HUD Data Standards 2024 Interactive Tool**
  - https://www.hudexchange.info/programs/hmis/hmis-data-standards/standards/universal-data-elements/3917-prior-living-situation/
- **9.25.24 HMIS Refresher Training Slide Deck**
  https://www.canva.com/design/DAGRgFFdQnQ/CUZyUrxn1f17uqWVDKoRwA/edit?utm_content=DAGRgFFdQnQ&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton
- **Additional HUD Resources on Chronic Homelessness**
  https://www.hudexchange.info/homelessness-assistance/resources-for-chronic-homelessness/
- **Breaks in Homelessness Cheat Sheet**
  https://static1.squarespace.com/static/54ca7491e4b000c4d5583d9c/t/5bc613d57817f7729c98e9f1/1539707862852/3.917+Helper+v2.pdf

MARYLAND
BALANCE OF STATE
CONTINUUM OF CARE

Institute for Community Alliances

QUESTION AND ANSWER

September 25 | 10am- 11am