

ANNUAL HOMELESS ASSESSMENT REPORT (AHAR)

What you should know:

- Report year runs from Oct 1 to Sept 30.
- The report includes all Emergency shelter and Transitional Housing (and now Permanent Supportive Housing for 2010 AHAR) beds in the County that are included in HMIS. Beds are included regardless of funding source.
- The data collected is broken out by Families (households with children) and Individuals (includes adult couples)
- We also complete an AHAR for just Veterans once the traditional AHAR is completed.
- Occupancy (percentage of beds filled on a given night) is scrutinized by the AHAR. The dates looked at for average nights occupancy are October 29th, January 28th, April 29th, July 29th.

Data Collected

- Demographics- Age, Gender, Race, Ethnicity, Veteran Status
- Veterans Status, Disabling Condition
- Last place stayed, zip code of last address, length of stay at last address
- Number of nights stayed for adult men and adult women and for children broken down by gender.
- Information on long-term stayers (181 days or more)
- Median length of stay
- Occupancy and utilization rates

Data Quality Issues

It is important to maintain your data regularly to avoid data quality issues. Issues encountered during this AHAR period:

- Orphan records-orphan records are created when a person or household member is deleted from the system improperly. In order to delete the Program open page must be deleted first then enter into the household record to delete the household member.
- Children not attached to a household. Children should never be entered as a client they should be entered as a household member under the head of household.
- No "Program Open" for household members. In order for a person to counted in any report there must be a Program Open page for each household member.
- No exit dates, clients entered into multiple programs. Be sure to exit a client as soon as they leave the program.
- High levels of missing data in some areas.
- Date of birth missing or date of entry entered as DOB.
- Gender missing or listed as unknown.

What we need to know throughout the year:

- We will check the AHAR quarterly and will contact you if there is a need for more clarity around the data.
- Please let us know if you have any significant changes to your bed status. For example if you lose or add any beds throughout the year. We need to know when you lost or added the bed as bed nights will be prorated based on the date you provided us. This ensures our utilization and occupancy rates clearly reflect the reality.
- If a beds or unit is due to be unusable for a certain period of time. Let us know dates.
- By Sept 30 be sure to have completed any necessary exits, regular reviews of the data will help to avoid any last minute need to review a year's worth of data. Data reporting starts promptly in October.

What the AHAR looks at and what it says about Marin:

- The AHAR data is used to compile an annual report which is presented to Congress on the state of homelessness nationally.
- What is key for Marin is that it shows how our shelter and transitional housing system is being utilized.
- It also highlights how well we are doing with regard to HMIS data collection.
- Marin does very well with HMIS bed coverage 100% for Emergency shelter and 94% for Transitional Housing.