

ART Gallery Report 0636

Project Applicant 5A/5B NOFA 2013-2014

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1. INTRODUCTION:

The 0636 report is designed for use to in assisting with completing a portion of the NOFA for Project Applicants. It covers the section titled Project Participant Households and Subpopulations (5A and 5B) in the Project Application. This section of the application looks for data that describes clients when the program is at capacity.

Use of this report is optional and intended for providers that are participating in the 2013-2014 Project Application Process (NOFA). Once a date of Maximum Capacity is selected the report will display household and subpopulation information. This report can also be run at any other time when Project Participant information is needed.

Prerequisites and workflow requirements:

- Use of a standard HUD Workflow by participating providers
- Selection of Date of Maximum Capacity – the 0315 Program Daily Census can be used to locate this date.
 - ***This date MUST occur before 9/11/14 in order for the data in the report to calculate properly.***
- Please note that a number of runs of the 0315 report may be required to locate a night when the program is at maximum capacity.
- V3 of this report continues to use logic found in the HUD 2010 Data Standards. It does not calculate Chronic Homelessness using the 2014 Standards.

Compatibility and system requirements: This report requires ServicePoint 5x and ART 3x.

2. REPORT INSTRUCTIONS AND PROMPTS:

The easiest way to start using this report is to navigate to the automapper. This is a folder that has the reports automatically mapped to your site, so that you don't have to map them yourself. You can navigate to the automapper as shown in Diagram 2.1 below:

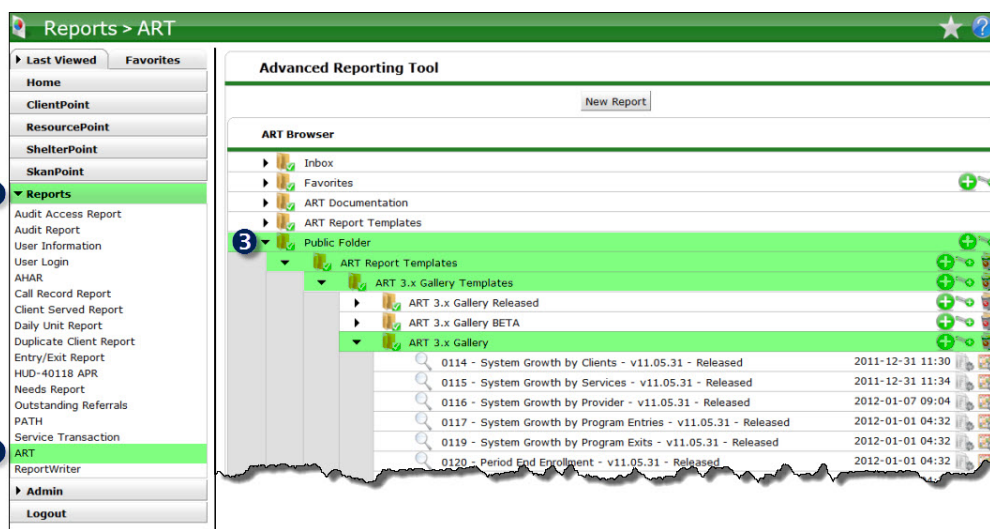


Diagram 2.1

Requests for additional information concerning the report function/design should be directed to Bowman Systems' Customer Support Specialist (CSS) staff.

How to run: Upon opening the report, the User will be prompted to specify parameters which control the data returned by the report. Once the User has provided these parameters by responding to the user prompts, a green check-mark will appear next to each field to indicate that a selection has been made. The User should then single-click the “Refresh Data” button to generate the report.

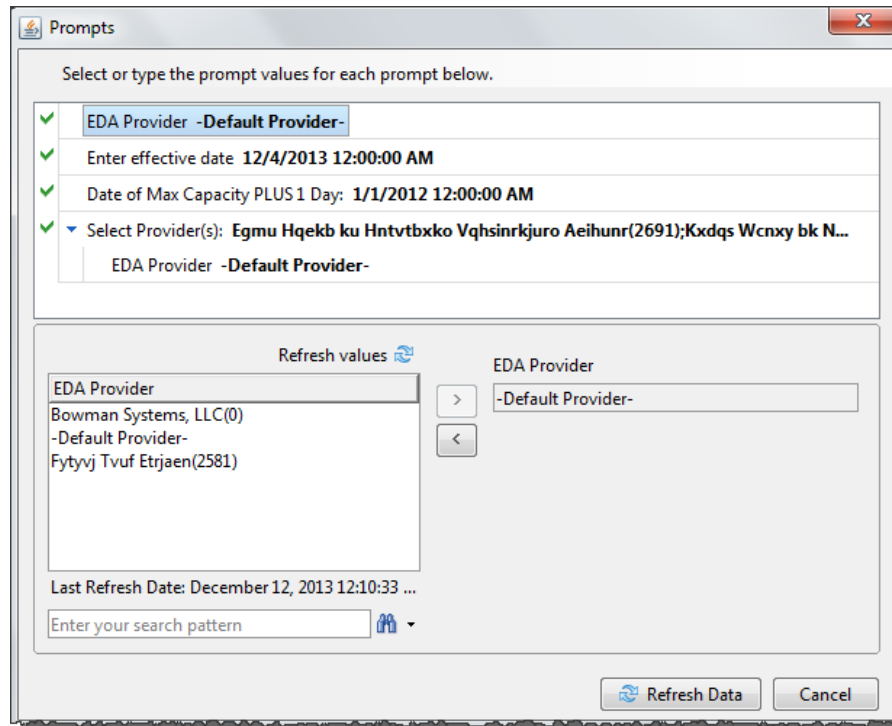


Diagram 2.2

The user prompts contained in this report are:

1. **EDA Provider:** The user should select the EDA provider to run the report as, or leave it at the "-Default Provider-" if the default has the appropriate security level.
2. **Enter Effective Date:** The user should type in, or select from the calendar, the same date used for the Date of Max Capacity Plus 1 Day. This date must be before 9/11/2014.
3. **Date of Max Capacity PLUS 1 Day:** The user should type in, or select from the calendar, the Date of Maximum capacity plus on day. For example, if the desired date is 2/5/13, the date should be entered as 2/6/13.
4. **Select Provider(s):** Click the “refresh list” icon and wait for the left window to refresh. Now select the desired provider(s) to include by highlighting them in the left window and moving them into the right window using the right selection arrow.

3. DESCRIPTION AND LAYOUT:

3.1 Tab A – Households

This tab contains data for the Households section of the NOFA Project Application. Information is divided into columns for Households with at least one Adult and One Child, Adult Households without Children and Households with Only Children.

Cells shaded in dark grey are not applicable and cells shaded in light grey are totals (will be auto-calculated in e-snaps).

Project Participant 5A/5B NOFA 2013-2014				
Households				
PIT Date: 12/31/2011				
5A Project Participants - Households				
Households	Households with at least one Adult and one Child	Adult Households without Children	Households with Only Children	Total
Total Number of Households	20	204	5	229
Characteristic	Persons in Households with at least one Adult and one Child	Adult Persons in Households without Children	Persons in Households with Only Children	Total
Disabled Adults over age 24	5	141		146
Non-disabled Adults over age 24	16	49		65
Disabled Adults ages 18-24	0	5		5
Non-disabled Adults ages 18-24	6	14		20
Accompanied Disabled Children under age 18	0		1	1
Accompanied Non-disabled Children under age 18	43		1	44
Unaccompanied Disabled Children under age 18			1	1
Unaccompanied Non-disabled Children under age 18			3	3
Total Number of Adults over age 24	21	190		211
Total Number of Adults ages 18-24	6	19		25
Total Number of Children under age 18	43		5	49
Total Persons	70	209	5	285

Diagram 3.1

Households Row

- This row totals the number of households per household type.
 - Households of two or more adults only will count in the Adult Households without Children column
 - Households of two or more clients under the age of 18 will count in the Households with Only Children column

Characteristics – separated out by Age Categories of Over 24, 18-24 and Under 18

- Disabled: Clients counted in this category will have one of the HUD defined disabilities broken out in Tab B. These disability types are Chronic Substance Abuse, HIV/AIDS, Severely Mentally Ill, Physical Disability, and Developmental Disability
- Non-disabled: Clients counted in this category have no sub-assessment record for the above listed disability types
- Accompanied: Refers to children accompanied by either another adult (Households with at least one Adult and one Child) or by another child (Households with Only Children).

3.2 Tab B – Subpopulations

This tab contains a table that will display data about each client’s subpopulation data. Please note there is no specific column for clients that are neither Chronically Homeless nor Veterans.

5B Project Participants - Subpopulations										
Persons in Households with at Least One Adult and One Child										
Characteristics	Chronically Homeless Non-Veteran	Chronically Homeless Veterans	Non-Chronically Homeless Veterans	Chronic Substance Abuse	Persons with HIV/AIDS	Severely Mentally Ill	Victims of Domestic Violence	Physical Disability	Developmental Disability	Persons not represented by listed subpop
Disabled over 24	0	0	0	2	0	6	1	1	0	0
Non-disabled over 24	0	0	0	0	0	0	1	0	0	1
Disabled 18-24	0	0	0	0	0	0	0	0	0	0
Non-disabled 18-24	0	0	0	0	0	0	1	0	0	1
Disabled under 18	0	0	0	0	0	7	1	0	3	0
Non-disabled under 18	0	0	0	0	0	0	5	0	0	9
Total Persons	0	0	0	2	0	13	9	1	3	11
Persons in Households without Children										
Characteristics	Chronically Homeless Non-Veteran	Chronically Homeless Veterans	Non-Chronically Homeless Veterans	Chronic Substance Abuse	Persons with HIV/AIDS	Severely Mentally Ill	Victims of Domestic Violence	Physical Disability	Developmental Disability	Persons not represented by listed subpop
Disabled over 24	1	0	1	2	0	6	4	5	0	0
Non-disabled over 24	0	0	0	0	0	0	0	0	0	2
Disabled 18-24	0	0	0	0	0	0	1	0	1	0
Non-disabled 18-24	0	0	0	0	0	0	0	0	0	0
Total Persons	1	0	1	2	0	6	5	5	1	2
Persons in Households with Only Children										
Characteristics	Chronically Homeless Non-Veteran	Chronically Homeless Veterans	Non-Chronically Homeless Veterans	Chronic Substance Abuse	Persons with HIV/AIDS	Severely Mentally Ill	Victims of Domestic Violence	Physical Disability	Developmental Disability	Persons not represented by listed subpop
Accom Disab under 18	0	0	0	0	0	0	0	0	0	0
Accom Non-disab under 18	0	0	0	0	0	0	0	0	0	0
Unaccom Disab under 18	0	0	0	0	0	0	0	0	0	0
Unaccom Non-disab under 18	0	0	0	0	0	0	0	0	0	0
Total Persons	0	0	0	0	0	0	0	0	0	0

Diagram 3.2

Characteristics

- **Chronically Homeless Non-Veterans:** Clients are counted when Chronically Homeless is marked Yes and Veteran Status is NO. Note: For Chronically Homeless Households with at least one adult and one child the accompanying family members are included in the CH count in the appropriate cell.
- **Chronically Homeless Veterans:** Clients are counted when Chronically Homeless and Veteran Status are both YES. Note: For Chronically Homeless Households with at least one adult and one child the accompanying family members are included in the CH count in the appropriate cell.
- **Non-Chronically Homeless Veterans:** Clients are counted when Chronically Homeless is NO and Veteran Status is YES.
- **Chronic Substance Abuse:** Clients are counted if there is a value in the Disability Sub-Assessment that matches one of the following – Drug Abuse (HUD 40118), Drug Abuse (HUD), Alcohol Abuse (HUD 40118), Alcohol Abuse (HUD), Both Alcohol Abuse and Drug Abuse (HUD 40118), Both Alcohol Abuse and Drug Abuse (HUD)
- **Persons with HIV/AIDS:** Clients are counted there is a value in the Disability Sub-Assessment for HIV/AIDS (HUD 40118), HIV/AIDS (HUD).
- **Severely Mentally Ill:** Clients are counted there is a value in the Disability Sub-Assessment for Mental Health Problem (HUD 40118), Mental Health Problem (HUD).
- **Victims of Domestic Violence:** Clients are counted when Domestic Violence is Yes (HUD).
- **Physical Disability:** Clients are counted there is a value in the Disability Sub-Assessment for Physical (HUD 40118), Physical (HUD) or Physical/Medical (HUD 40118), Physical/Medical.
- **Developmental Disability:** Clients are counted there is a value in the Disability Sub-Assessment for Developmental (HUD 40118), Developmental (HUD).
- **Persons not represented by listed subpop:** Clients are counted there is no value for any of the columns in Tab B.
- **Note:** In prior FAQ HUD has indicated that Unaccompanied Children are not included in CH counts but in the Project application these cells are not greyed out. This report lists a value in these cells.

3.3 Tab C – Client Detail

This tab contains a table that will display each client included Households and Subpopulations tables.

Project Participant 5A/5B NOFA 2013-2014											
Client Detail											
PIT Date: 12/31/2011											
HH Group	Client Id	Client Unique Id	Age	Gender	Chron Homeless	Veteran	DV Victim	Program Name	Entry Date	Exit Date	Disability Type
318008	363768	ou3f08131868e0845e514	64	Female	No	No (HUD)	Don't Know (HUD)	1 AF Serenity Serviceoc(8674)	8/28/2008		
	363767	tu3m02111895f620e514	18	Male	No	No (HUD)		1 AF Serenity Serviceoc(8674)	8/28/2008		
	363768	ou3m1213189f0e840e514	21	Male	No	No (HUD)		1 AF Serenity Serviceoc(8674)	8/28/2008		
328814	270678	axh08181883a653e200	30	Female	No	No (HUD)	Yes (HUD)	1 Care House(7086)	11/3/2008		
	270683	juet04232002j265e200	11	Female	No	No (HUD)		1 Care House(7086)	11/3/2008		
	270686	elvm08132008e420e200	7	Male	No	No (HUD)		1 Care House(7086)	11/3/2008		
	337808	aplf08282008a420e200	6	Female	No	No (HUD)		1 Care House(7086)	11/3/2008		
	388218	tu3m12011872f620m262	41	Male	No	No (HUD)	No (HUD)	1 AF Serenity Serviceoc(8674)	3/16/2010		
348332	388219	ou3f10302003e660d830	10	Female	No	No (HUD)		1 AF Serenity Serviceoc(8674)	3/16/2010		

Diagram 3.3

Client Detail:

- **HH Group:** This column displays the Group Id.
- **Client Id:** The column header counts all Client Id's in the report range.
- **Client Unique Id:** The column header counts all Client Unique Uid's in the report range.
- **Age:** This column displays the age for each client as of the effective date selected in the prompts. If the DOB is missing, this column will display a Null.
- **Gender:** This column displays the gender of each client.
- **Chron Homeless:** This column displays the value of the Is Client Chronically Homeless Y/N question.
- **Veteran:** This column displays the veteran status for each client.
- **DV Victim:** This column displays the value of the Y/N Domestic Violence question for each client.
- **Program Name:** This column displays the Entry Exit provider.
- **Entry Date:** This column displays the Entry Exit Entry Date for the client.
- **Exit Date:** This column displays the Entry Exit Exit Date for the client.
- **Disability Type:** This column displays the disabilities identified in the client's disability sub-assessment. If the column is blank it is because there is no value in the sub-assessment.

3.4 Tab E – Additional Information

This tab contains the information included in the prompts and has a table with the providers included in the report with an unduplicated count of the clients included in the report.

Project Participant 5A/5B NOFA 2013-2014 Additional Information PIT Date: 12/31/2011					
User Prompt Field	Value(s) Selected				
Select Providers:	Egmu Hqekb ku Hntvtbxko Vqhsinrkjuro Aeihunr(2691); Kxdqs Wonxy bk Ndetswoct XTTIY Rmprqbo(7314); 1 Use me for EVERYTHING(2691); 1 NOFA 5AB Test(9006); 0-1-1@QGFYXS(8220); 1 10th Street Shelter(2055); 1 ABC Shelter for Women and Families(8325); 1 AF Faith First Rescue(8596); 1 AF Grace House(8592); 1 AF Mercy Street Station(8599); 1 AF Serenity Services(8574); 1 BMBD HOPWA(8498); 1 Care House(7095); 1 Countywide Electric Company(1251); 1 EFC Ash Street Safe Haven(3663); 1 EFC Cedar Street ReachOut(7768); 1 EFC HH DIGS(7452)				
EDA Provider:	-Default Provider-				
Enter Effective Date:	12/4/2013				
Date of Max Capacity PLUS 1 Day:	1/1/2012				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 90%;"></th> <th style="width: 10%; text-align: center;">Count Client Unique Id</th> </tr> </thead> <tbody> <tr> <td>1 AF Serenity Services(8574)</td> <td style="text-align: center;">11</td> </tr> </tbody> </table>			Count Client Unique Id	1 AF Serenity Services(8574)	11
	Count Client Unique Id				
1 AF Serenity Services(8574)	11				

Diagram 3.4

4. INPUT CONTROLS:

4.1 Tabs A, B and D

There are no input controls for Tab A, B or D.

4.2 Tab C – Client Detail

Input controls for this tab will assist with locating data for each client. Input controls can be applied together as needed to filter down to the value in the cell.

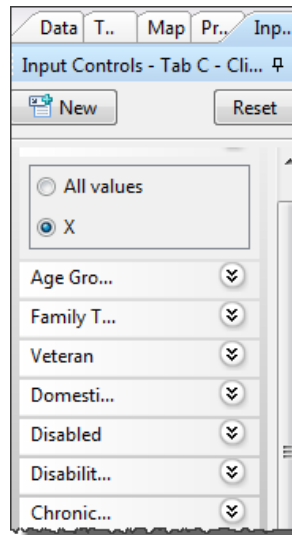


Diagram 4.2

Input controls include the following:

- 1) **Limit to 1st transaction** – this input control allows the user to limit the data set to reflect the data to the Entry Exit included in the report. Select X for this value.
- 2) **Age Group**- this input control allows the user to filter the data by age group of Over 24, 18-24, and Under 18.
- 3) **Family Type** – this input control allows the user to filter the data by Family Type – Adult/Child, Adults Only, Child Only Accompanied (in an EE with other clients), Child Only Unaccompanied (in an EE alone)
- 4) **Veteran** - this input control allows the user to filter the based on Veteran Status.
- 5) **Domestic Violence**– this input control allows the user to filter the data based on Domestic Violence status
- 6) **Disabled** – this input control allows the user to filter the data based on Disabled Yes or Disabled No.
- 7) **Disability Type** – this input control allows the user to filter the data based on disability type or to show clients with no recorded disability.
- 8) **Chronically Homeless** – this input control allows the user to filter the data based on CH status.

5. ALERTERS:

5.1 Tab B – Subpopulations

Cells highlighted in light pink:

- These cells contain values where the data entered for the client may be the result of an error. Common errors include clients under age 18 with a YES to Veteran Status and clients with a YES to Chronically Homeless without an identified disability.
- Input controls on Tab C will assist users in locating the data quality errors.

5.2 Tab C – Client Detail

Alerters:

- Null values are highlighted with the word “null” indicated in Red text.
- Data quality errors (as defined in Tab B Alerters) are highlighted in Red text.

6. DIMENSIONS USED:

6.1 – Information common to multiple tabs

Additional Dimensions	Client Id, Client Unique Id, Entry Exit Entry Date, Entry Exit Exit Date, Entry Exit Group Id, Entry Exit Provider Id, Entry Exit Type, Entry Exit UID
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6.2 – Tab A

Additional Dimensions	Age (calculated)
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6.3 – Tab B

Additional Dimensions	Age (calculated), Domestic Violence Victim/Survivor, Is Client Chronically Homeless, Is Client US Military Veteran
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6.4 – Tab C

Additional Dimensions	Age (calculated), Domestic Violence Victim/Survivor, Gender, Is Client Chronically Homeless, Is Client US Military Veteran
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7. TECHNICAL INFORMATION:

7.1 How the data are pulled:

This report utilizes two queries, both of which are based in the Client Universe meaning the values will be populated into the report as of the effective date selected in the prompts.

7.2 Modification options:

This report is based on HUD established reporting instructions contained in the Renewal Project Application FY2013 and in the Detailed Instructions for the Project Application 2012. Modification is generally not recommended.

7.3 Other information:

This report has been updated to run using picklist values from ServicePoint v5.11.1 and earlier. There are several items to consider:

- Veteran Status is determined using the dynamic question for Veteran Status.
- Chronic Homelessness is determined using the Chronic Homelessness Y/N dynamic question.
- Relationship to Head of Household (found in 5.11.x) is not used as part of the calculations.

8. MAPPING OBJECTS:

A listing of the report objects and their source universe and source folder is provided below. Objects are arranged by query and by object type.

QUERY NAME	OBJECT TYPE	FIELD NAME	LOCATION
BISData _u	Result Objects:	Client Uid	Clients folder
		Client Unique Id	Clients folder
		APR Entry (64).Age (Calculated)	Clients / Assessments folder
		APR Entry (64).Gender (Calculated)	Clients / Assessments folder
		Entry Exit Uid	Clients / Entry Exit (Outer) folder
		Entry Exit Entry Date	Clients / Entry Exit (Outer) folder
		Entry Exit Exit Date	Clients / Entry Exit (Outer) folder
		Entry Exit Group Id	Clients / Entry Exit (Outer) folder
		Entry Exit Provider Id	Clients / Entry Exit (Outer) folder
		Entry Exit Type	Clients / Entry Exit (Outer) folder
		Is Client US Military Veteran	Clients / Assessments folder
		Domestic Violence Victim/Survivor	Clients / Assessments folder
		Is Client Chronically Homeless	Clients / Assessments folder
	Filter Objects:	Client Inactive	Clients folder
	Entry Exit Inactive	Clients / Entry Exit (Outer) folder	
Disab _u	Result Objects:	Client Uid	Clients folder
		Client Unique Id	Clients folder
		APR Entry (64).Age (Calculated)	Clients / Assessments folder
		Disabilities (417-2634) Recordset	Clients / Assessments folder
		Disabilities (417-2634)	Clients / Assessments folder
		Disabilities (417-2634)	Clients / Assessments folder
		Disabilities (417-2634)	Clients / Assessments folder
		Entry Exit Uid	Clients / Entry Exit (Outer) folder
		Entry Exit Type	Clients / Entry Exit (Outer) folder
		Entry Exit Entry Date	Clients / Entry Exit (Outer) folder
		Entry Exit Exit Date	Clients / Entry Exit (Outer) folder
		Entry Exit Group Id	Clients / Entry Exit (Outer) folder
		Entry Exit Provider Id	Clients / Entry Exit (Outer) folder
	Filter Objects:	Client Inactive	Clients folder
	Entry Exit Inactive	Clients / Entry Exit (Outer)	

9. REVISION HISTORY:

Version	Description of Changes
V1	Original version –BETA
V2	Revision: Adjusted CH count to include CH household members. Added language in Introduction about locating night of max capacity using 0315 and that use of report is optional. Added CH input control.
V3	Revision: Report updated to run on sites pre/post 5.11.x.