

## Point In Time Count Snapshot

### HUD Definition of Unsheltered Homelessness:

- ✓ A person is considered homeless if he/she resides in a place not meant for human habitation. Such places include cars, parks, sidewalks, abandoned buildings, etc.
- ✓ A person who drifts from residence to residence (aka “couch surfing”) is not considered homeless by this definition

### Team leaders:

- ✓ Team leaders take responsibility for the data collection process for their county
  - Seek volunteers to assist with the count
  - Delegate duties to volunteers
  - Coordinate donation distribution with other team leaders
  - Ensure that services are in place for the day/night of the count
  - Be the primary contact for volunteers in your area
  - Collect surveys and send to MHDC by August 1st
  - Map out areas to conduct the count

### Completing the Survey Form:

- ✓ Please complete as much information as possible on the Survey Form
- ✓ Complete ONE form per individual/family
- ✓ If you cannot approach individual for the information, fill out what you can from a distance; i.e.– single or family, gender, location, description of clothing or other unique identifier to prevent duplicating numbers
- ✓ Do not put false information on the form

### What to bring on the day/night of the count:

- ✓ Flashlight
- ✓ Cell phone (for emergencies)
- ✓ List of phone numbers (county leader, MHDC staff, and all other volunteers)
- ✓ Clipboard
- ✓ Pen (and extra pens)
- ✓ Plenty of survey forms
- ✓ Detail on what areas you will be counting (maps, likely spots, etc.)
- ✓ Comfortable shoes
- ✓ Bug repellent
- ✓ Donated items to hand out

### Who to contact with questions/assistance:

- ✓ First get in touch with your County Leader for any questions
- ✓ If you still need assistance, contact one of the Balance of State Community Initiatives Coordinators at:
  - ✓ Mandy Fangmann> 816-759-7203 (o) 816-506-3180 (c)
  - ✓ Nathan Stock> 816-759-7222 (o) 816-423-3403 (c)
  - ✓ Jenni Holtaway> 816-759-6614 (o)