



**SSVF Monthly Office  
Hours  
October 20, 2023**

[Link to Audio](#)

# Agenda

- **FY 2024 Changes**
- **Monthly Report Dates FY2024**
- **Data Quality**
  - Returns to Homelessness
- **Recording Monthly Services**
  - Arrears
- **Open for Questions**



# Housekeeping



60 minutes (?)



Slides & handouts are in the “handout” section



Recording, Handouts & Slides will be sent via email



Submit questions in the question box or any time at

or [ssvfhmis@va.gov](mailto:ssvfhmis@va.gov) or [ssvf@va.gov](mailto:ssvf@va.gov)

[ssvf@va.gov](mailto:ssvf@va.gov)



# FY2024 Data Standard Changes

# Big Changes effective October 1, 2023



- No more “Last Permanent Address”
- New Start Date and End Date on each Financial Assistance
- Changed the Shallow Subsidy and Landlord/Tenant Incentives wording to be clearer/easier to record correctly
- AMI amounts (include 51%-80% now)
- Race/Ethnicity combined into one element
- Gender language more affirming
- Added SPACE FORCE to Military Branches

# FY 24 Data Standards



- Removed V5 “Last Permanent Address”
- Added to V3:
  - Start Date & End Date (instead of just “Date Provided”) of Financial Assistance
  - Landlord Incentive
  - Tenant Incentive
  - Change “Extended Shallow Subsidy Rent Assistance” to “Shallow Subsidy Financial Assistance”
- Adjusted V4:
  - Less than 30%
  - 31% to 50%
  - 51% to 80%
  - 81% or greater



# FY2024 Monthly Report Dates

# Monthly Upload Dates FY2024



FY 24	First Upload Due	Final Upload Due	Export Start/End
October	Thursday, November 2, 2023	Tuesday, November 7, 2023	October 1, 2023 to date of upload
November	Monday, December 4, 2023	Thursday, December 7, 2023	October 1, 2023 to date of upload
December	Wednesday, January 3, 2024	Sunday, January 7, 2024	October 1, 2023 to date of upload
January	Friday, February 2, 2024	Wednesday, February 7, 2024	October 1, 2023 to date of upload
February	Monday, March 4, 2024	Thursday, March 7, 2024	October 1, 2023 to date of upload
March	Tuesday, April 2, 2024	Sunday, April 7, 2024	October 1, 2023 to date of upload
April	Thursday, May 2, 2024	Tuesday, May 7, 2024	October 1, 2023 to date of upload
May	Tuesday, June 4, 2024	Friday, June 7, 2024	October 1, 2023 to date of upload
June	Tuesday, July 2, 2024	Sunday, July 7, 2024	October 1, 2023 to date of upload
July	Friday, August 2, 2024	Wednesday, August 7, 2024	October 1, 2023 to date of upload
August	Wednesday, September 4, 2024	Saturday, September 7, 2024	October 1, 2023 to date of upload
September	Wednesday, October 2, 2024	Monday, October 7, 2024	October 1, 2023 to date of upload





# SSVF Data Quality

# Data Quality



SSVF Program Office and Technical Assistance are working with HPO Business Intelligence team to understand returns to homelessness.

Data quality issues identified thus far (6):

1. Duplications of Veteran enrollments
2. Missing VAMC Station
  - Enrollments with a missing VAMC Station are excluded from federal reporting
3. Progressive engagement to HUD-VASH resulted in HOMES entry of homelessness vs actual housing at entry (housed)
4. HUD-VASH referrals after move-in date
  - HUD-VASH referral packet clearly states, must be received prior to lease/move-in
5. Grantee late entry of HUD-VASH referral packet
  - Grantees must entry HUD-VASH referrals into HMIS prior to housing move-in date
    - You may need to communicate the importance of timely referrals, when they will be accepted, when they will not, and develop an understanding of when lease and move-in date are provided to grantee

# Data Quality



## 6. Exit Destination and Housing Move-In Date

- Exits to a temporary Destination with a housing move-in date
  - It is possible for a household to move into permanent housing and get a legitimate Housing Move-In Date and then exit to a Destination other than the permanent housing situation that the Housing Move-In Date was based on. These situations are ok and you should leave your data as is if this is what occurred.
  - If a household moves into a temporary living situation like “Staying or living with friends, temporary tenure (e.g. room, apartment or house)” or “Hotel or motel paid for without emergency shelter voucher,” no move-in date should be entered; these are both temporary living situations.

### Additional notes about Exit Destinations:

- RCs have been sending reports requesting feedback about missing exit destinations. HMIS entries with #30 No exit interview completed will show up as missing data.
  - Record what is true for the situation.
  - Managers should note if there are large numbers of Veterans being exited with no interview or information known. Explore if this is a program engagement issue vs an anomaly.

# Data Quality Checks



- Data Validation Report

- 95% expectation for scores in most cases
- 100% expectation for Veteran SSN (#2), Veteran Status (#11), Move In Date (#29)

[ Data Summary ]					
[ Field ]	[ Checked For ]	[ Records ]	[ Issues ]	[ Score ]	
1 Social Security Number (SSN)	: All clients	: 73	: 0	: 100.0000%	
2 Veteran SSN	: Veterans	: 62	: 0	: 100.0000%	
3 Date of Birth	: All	: 73	: 0	: 100.0000%	
4 Gender	: All	: 73	: 0	: 100.0000%	
5 Race	: All	: 73	: 0	: 100.0000%	
6 Ethnicity	: All	: 73	: 0	: 100.0000%	
7 Client Location - CoC Code	: HOH at Entry	: 65	: 0	: 100.0000%	
8 --	: --	: 0	: 0	: n/a	
9 HP Targeting Criteria	: HP HOH at Entry	: 0	: 0	: n/a	
10 DV Status Missing	: HoH/Adults at Entry	: 67	: 5	: 92.5400%	
11 Veteran Status	: Adults	: 67	: 0	: 100.0000%	
12 Last Grade Completed	: HoH/Adults at Entry	: 67	: 25	: 62.6900%	
13 Employed	: HoH/Adults at Entry	: 67	: 23	: 65.6800%	
14 Living Situation	: HoH/Adults at Entry	: 67	: 2	: 97.0200%	
15 Homeless HP	: HP HoH/Adults at Entry	: 0	: 0	: n/a	
16 Housed RRH	: RRH HoH/Adults at Entry	: 67	: 28	: 58.2100%	

# Data Quality Checks



- Data Quality Details Report (“HMIS Files” email)
  - ✓ For each issue in the Data Validation Report’s Data Summary Section... this report shows the client or household identifying numbers in HMIS.
  - ✓ Correct issues when possible in HMIS and re-export for Repository upload.

QueryName	EnrollmentID	projectid	personalid
33.Incorrect Amount at Exit 26006		92	14827
33.Incorrect Amount at Exit 28382		92	15644
33.Incorrect Amount at Exit 28487		92	2341
33.Incorrect Amount at Exit 29010		92	7766
33.Incorrect Amount at Exit 30981		92	16252
33.Incorrect Amount at Exit 31355		92	16493
33.Incorrect Amount at Exit 31718		92	16594
33.Incorrect Amount at Exit 31995		92	16689
33.Incorrect Amount at Exit 31997		92	16690
33.Incorrect Amount at Exit 32140		92	2157
33.Incorrect Amount at Exit 32419		92	16541
33.Incorrect Amount at Exit 32490		93	16826
33.Incorrect Amount at Exit 32969		92	16968
33.Incorrect Amount at Exit 34535		92	6585
33.Incorrect Amount at Exit 35680		92	16510
33.Incorrect Amount at Exit 36142		92	17724
33.Incorrect Amount at Exit 37046		92	16121
33.Incorrect Amount at Exit 37704		93	7489

(18 rows affected)

# Data Quality Checks



- Another option is to use [Eva](#) to check your data quality.
  - HUD tool for checking data quality
  - Upload the same export you use for the SSVF repository
  - Checks for ~85 different data quality issues, including VA-specific data elements
  - Some issues Eva finds:
    - Household issues
    - Income issues
    - Future Exit Dates
    - Missing Veteran data (Discharge status, VAMC Station, etc.)
    - Project Exit Precedes Project Start
    - A lot more, always adding new things
  - Not required!

The screenshot shows the Eva web application interface. The header is dark teal with the 'Eva' logo and a hamburger menu icon. The left sidebar contains navigation links: Home, Upload HMIS CSV Export, Edit Local Settings, View Client Counts, Assess Data Quality (highlighted), Check PDDEs, System-level, Organization-level, and View Changelog. The main content area has a 'Welcome to Eva!' heading, followed by a paragraph explaining the tool's purpose. Below this is a list of features and a 'Click here to get started' button. At the bottom, there are three expandable sections: 'Instructions', 'Need help?', and 'Citations and Special Thanks', each with a plus sign icon.

# Data Quality Checks



- Monthly Report (use to validate totals)
  - ✓ Find the latest SSVF Monthly Report Guide here:  
<https://www.va.gov/homeless/ssvf/hmis/>
  - ✓ Review the Report in Excel or a similar csv reader program
  - ✓ Sections
    - Sections 1-3: Unduplicated totals
    - Section 4: Housing Outcomes
    - Section 5: Timing Components
    - Sections 6-7: TFA
    - Section 8: Services
    - Sections 9-10: Demographics
    - Section 11: Prior Living Situation
    - Section 12: Destination
    - Section 13-14: Income and Benefits
    - Section 15: Veteran Service Information



# SSVF Recording Services



# How to enter arrears



Type of Financial Assistance Provided	Start Date	End Date	HMIS V3 Response
Non-Shallow Subsidy and other Regular HP or RRH Rental Assistance ★	First date of occupancy in unit covered by check amount	Last date of occupancy in unit covered by check amount	Rental assistance
Utility fee or utility arrears	Date utility fee or arrears check is cut	Same date as start date (date check is cut)	Utility fee payment assistance
Security deposit	Date security deposit check is cut	Same date as start date (date check is cut)	Security deposit

★ When entering Rental Assistance for an arrears payment for RRH or HP, please use the check date as the Start Date and End Date. Many HMIS systems cannot connect your Services to an Enrollment if the Start and End Dates do not intersect your Enrollment Entry and Exits.



# Technical Assistance Time!