Built for Zero
All Single Adults By-Name List Scorecard Explainer

Built for Zero is a movement of 70 US communities working to **end homelessness.**

Elements of a Quality All Single Adults By-Name List

1 Documented, coordinated outreach
2 Provider participation and common assessment
3 Able to list all known single adults
4 Inactive policy
5 Tracking without full assessment
6 Policy for data quality and completeness
7 Tracking homeless status
8 Unique identifier
9 Tracking newly identified people
10 Tracking returns to homelessness
11 Tracking outflow
12 Tracking population based statuses
13 Tracking changes after initial entry

13+ *Use your list to generate quality data*

Elements of a Quality By-Name List

It's a list

7 Tracking homeless status
8 Unique identifier
9 Tracking newly identified people
10 Tracking returns to homelessness
11 Tracking outflow
12 Tracking population based statuses
13 Tracking changes after initial entry

It's a system

1 Documented, coordinated outreach
2 Provider participation and common assessment
3 Able to list all known single adults
4 Inactive policy
5 Tracking without full assessment
6 Policy for data quality and completeness

It's a tool

13+ *Use your list to generate quality data*

ALL SINGLES BY-NAME LIST

VETERANS	CHRONIC	OTHER SINGLE ADULTS*	YOUTH	FAMILIES

*NON-VETERAN + NON-CHRONIC

PART 1: Community Participation and Coverage

QUESTION 1:

A. Is the geographic coverage of your outreach clearly mapped out, informed by your data and regularly assessed, to ensure you are able to reach all unsheltered individuals within your community?

B. Have you coordinated your outreach, ensuring that your outreach teams are deployed at the locations and the times that they are mostly likely to effectively engage with unsheltered homeless individuals, while minimizing duplication between providers?

C. Do you have a documented outreach policy that clearly states how your outreach teams will be deployed and how they work with each other to swiftly connect individuals to housing? *

PART 1: Community Participation and Coverage

QUESTION 1:

A. Is the geograph[...]ed by your data and regularly asse[...]viduals within your community?

B. Have you coord[...]are deployed at the locations and[...]e with unsheltered homeless individu[...]

C. Do you have a documented outreach policy that clearly states how your outreach teams will be deployed and how they work with each other to swiftly connect individuals to housing? *

What do we want to know?

This item is assessing whether you have made informed decisions about coordination and outreach coverage in your whole geography, and documented those decisions. You should also have a regular feedback loop to respond to new information.

PART 1: Community Participation and Coverage

QUESTION 2:

What is the level of participation of homeless service providers in your community in reporting data into your by-name list, **using a common assessment tool**. Responses should take into account outreach providers, emergency shelters, transitional housing programs (including VA-funded transitional housing), domestic violence providers, day / drop-in centers, seasonal overflow beds, hotels paid for by a homeless provider, permanent housing providers and VA medical centers.

a.) Are 90% or more of CoC funded providers, serving homeless single adults, reporting data into your by-name list?

b.) Are 90% or more of non-CoC funded providers, serving homeless single adults, reporting data into your by-name list?

c.) Approximately what percentage of currently homeless single adult individuals are served by the providers reporting into your by-name list?
☐ 90 to 100%
☐ Below 90%

PART 1: Community Participation and Coverage

QUESTION 2:

What is the level of pa[...] data into your by-name list, **using a [...]** ch providers, emergency shelters, t[...] , domestic violence providers, day / drop-[...] der, permanent housing providers and VA med[...]

a.) Are 90% or more of [...] into your by-name list?

b.) Are 90% or more of [...] data into your by-name list?

c.) Approximately what percentage of currently homeless single adult individuals are served by the providers reporting into your by-name list?

☐ 90 to 100%
☐ Below 90%

What do we want to know?

That your BNL accurately reflects at least 90% of all singles who are literally homeless. We have a 90% threshold for both CoC and non-CoC funded providers, to help ensure that you're accounting for all singles who are literally homeless. We also want to make sure that if you have non-participation of a few providers you are still able to reach the 90% threshold for all singles experiencing homelessness.

PART 1: Community Participation and Coverage

QUESTION 3:

Is your by-name list prepared to collect data on all currently homeless single adults in your community, including:

- Unsheltered individuals living in a place not meant for human habitation (e.g. street, cars, campsites, beaches, deserts or riverbeds)
- Individuals in shelters, safe havens, season overflow beds, hotels paid for by homeless providers or Health Care for Homeless Veterans (HCHV) beds
- Individuals in transitional housing, including VA-funded Transitional Housing
- Individuals on your list who are entering an institution (e.g. jail or hospital) where they are expected to remain for 90 days or fewer
- Individuals fleeing domestic violence

PART 1: Community Participation and Coverage

QUESTION 3:

Is your by-name list [...] ults in your community, includi[...]

- Unsheltered i[...] g. street, cars, campsites, be[...]
- Individuals in [...] by homeless providers or H[...]
- Individuals in [...]
- Individuals on your list who are entering an institution (e.g. jail or hospital) where they are expected to remain for 90 days or fewer
- Individuals fleeing domestic violence

What are we looking for?

This item now include individuals fleeing domestic violence. We want to be sure that through the different homeless service providers and processes, you are including all single adults who are literally homeless.

PART 2: Policies and Procedures

QUESTION 4:

Has your community established a written policy that specifies the number of days of inactivity (i.e. the person cannot be located) after which a person's status will be changed to "inactive," and which includes protocols to attempt to locate an individual before they are moved to inactive status?

PART 2: Policies and Procedures

QUESTION 4:

Has your comm⬚⬚⬚mber of days of
inactivity (i.e. the⬚⬚⬚tus will be
changed to "ina⬚⬚⬚ate an individual
before they are⬚⬚⬚

What are we looking for?

Do you have an inactive policy, and the process, procedures and practice to ensure that the inactive status is updated in a timely, consistent way, in accordance with your policy and that you continue to engage with individuals before they reach the inactive threshold.

PART 2: Policies and Procedures

QUESTION 5:

Does your community have a way to track actively homeless individuals who have not consented to services and/or assessment at this time?

PART 2: Policies and Procedures

QUESTION 5:

Does your comm[unity...] [peop]ls who have not
consented to se[rvices...]

What are we looking for?
1) Are you able to include people who have not consented to an assessment or services in your active homeless number. (They might not actually be on your "list," there might be a separate process that you use to track them, but you should still be counting them.)
2) Do you have a process for continuing to engage them, so that when they're ready to be assessed / receive services, you're there to provide that.

PART 2: Policies and Procedures

QUESTION 6:

Does your community have policies and protocols in place for keeping your by-name list up to date and accurate, including timelines for provider data submission and ongoing quality assurance protocol?

PART 2: Policies and Procedures

QUESTION 6:

Does your comm_____ your by-name
list up to date an_____ ission and
ongoing quality a_____

Why are we asking this?

To maintain a quality BNL, and to have timely and useful data for improvement, you need to ensure that you have these policies, protocols and practices in place.

PART 3: Data Infrastructure

QUESTION 7:

Does your community's by-name list track the 'homeless / housed status' of all individuals, including the date each status was last changed and the previous status? Homeless status fields should include at minimum: homeless, inactive and permanently housed.

PART 3: Data Infrastructure

QUESTION 7:

Does your commu... ...of all individuals, including the date... ...Homeless status fields should inclu... ...used.

Why are we asking this?
To have timely and useful data for improvement, it's critical to know the current status, and the date of any status changed. This is essential to understand your outflow and inflow. Understanding length of time from ID to housed, as well as returns from housed or inactive relies on these status fields.

PART 3: Data Infrastructure

QUESTION 8:

Does your community's by-name list include a unique identifier (e.g. an HMIS ID) for each individual to prevent duplication of client records and facilitate coordination between providers?

PART 3: Data Infrastructure

QUESTION 9:

Does your by-name list track the total number of newly identified (not necessarily assessed) individuals experiencing homelessness every month? This figure represents a portion of your monthly inflow.

PART 3: Data Infrastructure

QUESTION 9:

Does your by-na... ...necessarily
assessed) indivi... ...gure represents
a portion of your...

Why are we asking this?

To accurately capture your actively homeless number and
your inflow.

PART 3: Data Infrastructure

QUESTION 10:

Does your community's by-name list track individuals returning to active homelessness within the past month?

PART 3: Data Infrastructure

QUESTION 10:

Does your comm [ve homelessness
within the past m

Why are we asking this?

To accurately reflect your actively homeless number and inflow, and to provide critical data for improvement connected to your outflow and inflow.

PART 3: Data Infrastructure

QUESTION 11:

Does your community's by-name list track individuals as they move out of active homeless status, including:

- those who move in to permanent housing
- those who become inactive, per your inactive policy
- those who no longer meet the population criteria of single adult

PART 3: Data Infrastructure

QUESTION 11:

Does your commut of active
homeless status

- those who
- those who b
- those who

Why are we asking this?

To have accurate outflow information, and useful data for improvement.

PART 4: Population Status Data

QUESTION 12:

Does your by-name list track population-based statuses, including:
- current chronic homelessness
- veteran status
- age to indicate adult status
- household size to indicate single status
- multiple population-based statuses (e.g. chronic homeless status AND veteran status)

PART 4: Population Status Data

QUESTION 12:

Does your by-na...
- current chro...
- veteran stat...
- age to indic...
- household s...
- multiple po...   AND veteran status)

PART 4: Population Status Data

Question 13

Can your list account for changes in population-based status after someone has already been added to your system, specifically:

A. Individuals who become chronically homeless after they are added to your all singles list?

B. Individuals who are initially assigned chronic or veteran status when they enter your system but later do not meet the criteria for these population statuses?

PART 4: Population Status Data

Question 13

Can your list acco... ...e has already been added to yo...

A. Individuals who ... ...ur all singles list?

B. Individuals who ... ...y enter your system but later ...

Why are we asking this?

So that you can have an accurate chronic count.