

Nashville/Davidson County Continuum of Care (TN-504)

2025 Point-in-Time Count Methodology

OVERVIEW

The Point-in-Time (PIT) Count is an annual census of people experiencing homelessness required by the U.S. Department of Housing and Urban Development (HUD) for all communities that receive funding to address homelessness. Conducted on a single night, this count provides critical data for service planning, resource allocation, and federal reporting. Communities are required to count and survey both sheltered and unsheltered individuals experiencing homelessness on a single night in the last 10 days of January. The PIT Count is meant to serve as a snapshot of homelessness in our community. In Nashville-Davidson County, a complete census approach will be used, deploying approximately 20 teams to cover the entire county.

ROLES & RESPONSIBILITIES

PIT Count Coordinators

- Raquel de la Huerca (Office of Homeless Services) serves as the Continuum of Care Manager for TN-504 and is responsible for volunteer coordination and logistics for the count. On the night of the PIT Count, Raquel is the primary point of contact for all volunteers.
- Allison Cantway (Office of Homeless Services) is the Assistant Director of Planning & Research and serves as the Collaborative Applicant Lead for TN-504. Allison oversees the coordination of the annual PIT Count.
- Nathan Scarlett (People Loving Nashville) serves as the chair of the Point-in-Time Count Subcommittee. Nathan coordinates with the subcommittee and the Office of Homeless Services to plan the annual count. Nathan leads the training for Team Leads and coordinates with other outreach workers to canvass the city ahead of the count.
- Hannah Cornejo-Nell (Office of Homeless Services) serves as the manager of Nashville's Homeless Management Information System (HMIS). Hannah's team leads all data collection efforts and are responsible for submitting PIT Count reports to the U.S. Dept of Housing and Urban Development (HUD).

Point-in-Time Count Subcommittee

The Point-in-Time Count Subcommittee is responsible for designing the methodology and coordinating canvassing efforts for the annual Point-In-Time Count. The subcommittee utilizes HUD's Point-in-Time Count Planning Worksheet to schedule the count, recruit volunteers, determine team assignments, draft the unsheltered homelessness survey, ensure coverage across the entire city, and coordinate other logistics.

Members:

- Nathan Scarlett (Chair, People Loving Nashville)
- Lisa Wysocky (Colby's Army)

- Daniel Naughton (VA)
- India Pungarcher (Open Table)
- Adam Reis (Nashville Downtown Partnership)
- Crystal Woolverton (Neighborhood Health)
- Johnathan King (Oasis)
- Aiza Herrera (Park Center)

2025 PIT COUNT SCHEDULE

The official Point-in-Time Count and Housing Inventory Count for Nashville/Davidson County (TN-504) is scheduled for the late night of **Thursday, January 23rd** going into the early morning of Friday, January 24th.

Unsheltered Count

Teams of volunteers for the unsheltered count will dispatch to their assigned regions around 9pm and are tasked to canvass until their entire assigned area has been covered.

Sheltered Count

The Office of Homeless Services Homeless (OHS) Homeless Management Information System (HMIS) team will coordinate with local shelter providers to gather data on individuals residing in sheltered during the night of the Point-in-Time Count.

Back-Up Date

In the event of extreme and/or hazardous weather conditions, a back-up date for the Point-in-Time Count has been scheduled for the night of Thursday, January 30th into the early morning of Friday, January 31st.

DATA COLLECTION METHODOLOGY

The 2025 Point-in-Time Count will collect data using Hyperion, an app designed specifically for communities conducting PIT Counts. All volunteers for the unsheltered count will be trained to utilize Hyperion to survey individuals encountered during the count.

Location based data gathered using the app Hyperion during the Nashville-Davidson County 2025 Point-in-Time Count can only be used for the following purposes: 1) street outreach; 2) provision of services, and 3) data analysis. This includes any coordination or other data that show specific encampments or locations where people experiencing homelessness may be staying outdoors that is available through the app. This data is subject to all privacy and security policies outlined in the Homeless Management Information System (HMIS) Policies and Procedures Manual. Coordinates and other location-based data may be shared with outreach organizations or service providers who utilize HMIS as needed for the coordination of services. Coordinates and other specific location-based data may not be shared with active law enforcement for any reason. Coordinates and specific location-based data cannot be shared publicly and should be discussed at any public meetings.

TN-504 has historically used the complete census count methodology for both the Sheltered and Unsheltered Counts, which involves counting every person encountered on the night of the count, rather than extrapolating from a random sample of individuals. The complete census count methodology provides a more accurate approximation of people experiencing homelessness. For the Unsheltered Count, approximately 20 teams of volunteers are deployed to designated regions to ensure complete coverage of all of Davidson County. For the Sheltered Count, the Office of Homeless Services (OHS) Homeless Management Information System (HMIS) team works with the local community to identify shelter sites across the city and count all individuals spending the night of the count in a shelter.

The survey for 2025 includes all HUD mandated questions and is nearly identical to the 2024 survey, with two questions added to ask if individuals are working with any agencies and if they would accept housing or treatment if they had to leave their pets.

VOLUNTEER RECRUITMENT & DEPLOYMENT

Volunteer Recruitment

Volunteers will be recruited using a Volunteer Interest Survey, presented at the CoC General Membership meeting and sent out to the CoC listserv. The Office of Homeless Services (OHS) and PIT Count subcommittee members will approach specific organizations, especially those that provide street outreach and homeless services, for targeted volunteer recruitment. The PIT Count subcommittee will engage the Consumer Advisory Board and Youth Action Board to recruit individuals with lived experience to volunteer, canvass, and gather input on strategies to best reach people experiencing homelessness.

Volunteer Roles

The 2025 Point-in-Time Count will require approximately 150 volunteers, including:

- 20+ Team Leads
- 100+ Team Members
- 10 Supplies Volunteers to help with team tub preparation and the kickoff event
- 2 Medical Volunteers to assist with medical needs
- 2 Transportation Volunteers to help shuttle individuals to shelters, hospitals, etc.

Training

All Point-in-Time Count volunteers will be required to attend and/or watch a virtual training in early January. A separate Team Lead Training will be held towards the end of December 2024 to ensure that team leads are well equipped to begin canvassing their assigned regions and coordinate with their team members. All volunteers will be expected to practice using the Hyperion App and PIT Count Survey before the night of the count. At least one member of each team is expected to be trained to use Narcan in the event of an overdose. At the PIT Count Kickoff Event, volunteers will be provided supplies, informational materials, and additional training on key topics, such as hypothermia and how to approach people on the streets.

Logistics

The Nashville Rescue Mission's Men's Campus will serve as the Staging Area and Command Center for the Point-in-Time Count. Teams are expected to convene at the kickoff, pick up their supplies, and deploy to their designated areas. Raquel de la Huerga will serve as the Point of Contact for the night of the count. All volunteers will be provided contact information for their team members, PIT Point of Contact, HMIS Manager, Medical Volunteers, and Transportation Volunteers. Volunteers can utilize the Hyperion App to communicate with their teammates and ensure they are counting within their assigned area boundaries.