

The By-Name List and the Built For Zero Initiative

The Western Virginia CoC supports coordinated entry efforts to direct the most vulnerable members of our community into Permanent Supportive Housing (PSH) and Rapid Re-Housing (RRH) placements through use of a **by-name list (BNL)**. The list includes identified homeless individuals and families that are chronically homeless in-order to be sorted for resource priority as determined by a collective case conferencing process made up of appropriate service providers within our region.

The BNL is a real-time, up-to-date list of people experiencing homelessness which can be filtered by categories and shared in a collaborative effort to find appropriate solutions for each case. This list is generated with data from HMIS; and is populated through a multifaceted effort by Centralized Intake, street outreach providers, and other service providers working with homeless populations. At this time, the BNL is maintained within the HMIS system and is shared with providers within a closed case conference setting via a secure spreadsheet.

The purpose and benefits of the By-Name List include:

- Ensure individuals experiencing homelessness within our community are identified and their housing needs are known;
- Track the status and progress toward permanent housing of these individuals;
- Coordinate housing and services for each household between all community providers;
- Measure progress toward goals and how close our community is to reaching an end to homelessness among chronically homeless and veteran homeless populations; and
- Identify key barriers to goal attainment and opportunities to resolve them.

Community Solutions through the Built For Zero Initiative has provided guidance and support to assist our community to build a quality by-name list for chronic and veteran populations. Accordance with established best practice standards our by-name list will include: all known homeless individuals in the CoC geography; will use standard policies for considering a person active or inactive on the list; will track changes in status (e.g., sheltered, unsheltered, transitional housing, temporary housing); will be used in conjunction with a coordinated outreach strategy; use unique identifying information to prevent duplication; track newly chronically homeless each month; track when individuals previously assessed become chronic; and track returns to active and unhoused status.

The Western Virginia VA 513 CoC by-name list will meet these standards for Quality Veteran and Quality Chronic BNL by the end of 2019.

Adding to the BNL

The BNL will not include every household that is experiencing homelessness as data indicates that most instances of homelessness self-resolve. Therefore, the list is reserved for those deemed to be the most vulnerable members of our community. The BNL includes chronically homeless individuals and families, as well as veterans. Veterans are included in order to coordinate access to the additional resources directed toward this population. The following guidelines provide additional information about each population being added to the list:

Chronically Homeless Individuals

Individuals are added to the BNL when they are identified to meet the HUD definition of chronically homeless.

Chronically Homeless Families

Families are added to the BNL when they are identified to meet the definition of chronically homeless. If a family on the list is determined not to be chronic, the family is removed from the list.

Veterans

Veterans are added to the BNL any time they are identified in an unsheltered setting, and after remaining in shelter or transitional housing for a minimum of 21 days.

The CoC will make a concerted effort to ensure that all cases on the BNL are assessed with a VI-SPDAT

Inactive Status

If there is no contact with an unsheltered person or family on the BNL for 90 days, following attempts to contact the household, the person or family is moved to Inactive Status. If there is later contact with a person or family who is inactive due to no contact, the status is immediately moved back to active. The purpose for this Inactive/Active policy is to keep the list as up-to-date as possible and make sure that housing referrals are prioritized for those available to access them.

Households are placed on inactive status when they enter transitional or permanent housing. If the household leaves housing they will return to active status only if they meet the definition of chronically homeless. A stay in housing will be a break in continuous homelessness, so at the time of release the household will only meet the definition of chronically homeless if they have experienced four episodes in the last three years that add up to a total of twelve months.

Individuals retain active status when they initially enter an institutional care setting (incarcerated, hospitalized, detained). After 90 days, if they are still in institutional care they are moved to inactive status. For those who become inactive because of a stay of more than 90 days in institutional care, they will be added back to active status at the next point that they meet the definition of chronically homeless.

Inflow/Outflow

The CoC uses information from active management of its BNL to document and understand inflow (people newly identified for the list, aging into chronic status, or returning to homelessness after being housed) and outflow (people housed, moved to inactive status). This data informs our effort to end chronic and veteran homelessness and help our region to reach the stated goal of “functional zero” for both populations.