ADULT FAMILY CATEGORY DEFINITIONS

Indicator Name	Description	Source	Year To Date Calculation
Name of the indicator exactly as it appears on the complete Monthly Report	*Explanation of what the indicator includes and/or what is being counted*	*The source of the data (database or report name)*	*Brief description of the formula used to calculate year to date numbers*
FACILITIES			
Total Number of Facilities	Total of DHS and non-DHS operated facilities at the end of the month	Vacancy Rate Chart	Point-in-time (most recent month)
DHS operated	Total of DHS operated facilities at the end of the month	AFIC Report	Point-in-time (most recent month)
Non-DHS operated	Total of non-DHS operated facilities at the end of the month	Vacancy Rate Chart	Point-in-time (most recent month)
Total Number of Units	Total number of family shelter units at the end of the month	Vacancy Rate Chart	Point-in-time (most recent month)
Non-DHS operated	Total number of family shelter units in non-DHS operated shelter facilities at the end of the month	Vacancy Rate Chart	Point-in-time (most recent month)
Intake Centers (AFIC)	Adult Family Intake Center (AFIC)	AFIC Report	Point-in-time (most recent month)
Adult family residences	Total number of Adult family residences at the end of the month	Vacancy Rate Chart	Point-in-time (most recent month)
Total number of units	Total number of family shelter units at the end of the month	Vacancy Rate Chart	Point-in-time (most recent month)
Adult family residences	Total number of units in Adult family residences at the end of the month	Vacancy Rate Chart	Point-in-time (most recent month)
POPULATION			
Average Daily Adult Families Census	The average daily census of adult families in shelter at noon for the month. Does not include families that may not yet be assigned or are in transition to shelter at noon.	Noon Census	Average

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Average daily census of adults in adult families	The average daily census of adults in families for the month. Does not include adults that may not yet be assigned or are in transition to shelter at noon. Data are not available for non-business days.	Noon Census	Average
Average daily census, adult family facilities	The average daily census of families in adult family residences at noon for the month. Does not include families that may not yet be assigned or are in transition to shelter at noon. Facilities are categorized based on the Noon Census report for that month. Families sheltered in facilities used for more than one category are counted only once in the category for which the facility has the most units.	Noon Census	Average
Basic demographics			
Race/ethnicity, number of unique individuals receiving services (head of household, total unduplicated)	Total number of heads of household in the system during the month	Client Tracking System Database	Unduplicated count
Asian/Pacific Islander	Total unduplicated number of Asian/Pacific Islander heads of household in the shelter system during the month	Client Tracking System Database	Unduplicated count

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Black	Total unduplicated number of black heads of household in the shelter system during the month	Client Tracking System Database	Unduplicated count
Hispanic	Total unduplicated number of Hispanic heads of household in the shelter system during the month	Client Tracking System Database	Unduplicated count
Native American	Total unduplicated number of Native American heads of household in the shelter system during the month	Client Tracking System Database	Unduplicated count
White	Total unduplicated number of white heads of household in the shelter system during the month	Client Tracking System Database	Unduplicated count
Unknown (please see definition)	Total unduplicated number of all heads of household in the shelter system during the month whose ethnicity is unknown	Client Tracking System Database	Unduplicated count
Age, number of unique individuals receiving services (total unduplicated)	Total unduplicated count for all age groups in the shelter system during the month	Client Tracking System Database	Unduplicated count
18 to 20	Total unduplicated count for all adults aged 18 to 20 in the shelter system during the month	Client Tracking System Database	Unduplicated count
21 to 29	Total unduplicated count for all adults aged 21 to 29 in the shelter system during the month	Client Tracking System Database	Unduplicated count
30 to 44	Total unduplicated count for all adults aged 30 to 44 in the shelter system during the month	Client Tracking System Database	Unduplicated count

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45 to 64	Total unduplicated count for all adults aged 45 to 64 in the shelter system during the month	Client Tracking System Database	Unduplicated count
over 65	Total unduplicated count for all adults aged 65 and older in the shelter system during the month	Client Tracking System Database	Unduplicated count
LENGTH OF STAY			
Average LOS for all adult families (in days)	The average length of stay for adult families in the system on the last day of the month. This number excludes those in conditional placements.	CTS Monthly Report	Average length of stay for all families during current fiscal year
Percent of adult families that are long term stayers	The percentage of adult families in shelter each month who, as of their last day in shelter in the month, have a length of stay of 18 months or more	CTS Monthly Report	Average
PERMANENT PLACEMENTS AND OTHER EXITS			
Total adult families placed in permanent housing	Total number of adult families placed in permanent housing	Client Tracking System database	Sum of all families placed in permanent housing during current fiscal year
Work Advantage	The number of families placed in permanent housing during the month with a Work Advantage subsidy	Client Tracking System database	Sum
Fixed-Income Advantage	The number of families placed in permanent housing during the month with a Fixed Income Advantage subsidy	Client Tracking System database	Sum

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Other Advantage	The number of families placed in permanent housing during the month with a Children Advantage subsidy and/or with a Short-Term Advantage subsidy	Client Tracking System database	Sum
NYCHA	The number of families placed in New York City Housing Authority project based housing during the month	Client Tracking System database	Sum
HPD	The number of families placed in permanent housing during the month with a subsidy from Housing Preservation and Development (includes SIP and in rem housing programs)	Client Tracking System database	Sum
Housing Stability Plus	The number of families placed in permanent housing during the month with a Housing Stability Plus subsidy	Client Tracking System database	Sum
Other Section 8	The number of families placed in permanent housing during the month with a Section 8 subsidy	Client Tracking System database	Sum
Other placements (NY/NY III, private housing)	The number of families placed in other permanent housing during the month (includes NY/NY III and move outs to private housing with no subsidy)	Client Tracking System database	Sum

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Percent of adult families placed in permanent housing of those served	The percentage of adult families who were placed in permanent housing in that month out of the total number of unduplicated families in the system in that month	Client Tracking System database	Sum of families placed in permanent housing during current fiscal year as percentage of unduplicated clients served during the fiscal year
Percent of adult families placed in permanent housing who returned to DHS within one year	Adult families placed in permanent housing in the prior fiscal year who returned to the DHS system for an eligible stay within one year, as a percentage of the total number of placements in the previous fiscal year	Client Tracking System database	Unduplicated percent of families placed in permanent housing who returned to DHS within one year during current fiscal year
Percent of adult families placed in permanent housing who returned to DHS within two years	Adult families placed in permanent housing who returned to the DHS system for an eligible stay within two years, as a percentage of the total number of placements two fiscal years ago	Client Tracking System database	Unduplicated percent of families placed in permanent housing who returned to DHS years during the last two fiscal years
FAMILY INTAKE*			
Applications: Adult Families			
Total number of applications	Total number of applications received at PATH each month	Applicants at PATH Report	Sum
Total number of unduplicated applicants	Total number of unduplicated families who submitted an application at PATH during the month	Client Tracking System Database	Unduplicated count

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Total number of new applicants	Total number of new applications at PATH each month. This is the number of unduplicated families applying at PATH who have never applied at PATH before or had any stays in the family shelter system prior to the establishment of PATH.	Client Tracking System Database	Sum
For eligible adult families:			
Number of families found eligible	The unduplicated number of adult families found eligible each month	Client Tracking System Database	Sum of eligible families for all months during current fiscal year
Percent of eligible families who submitted one application	The percentage of families found eligible each month who submitted one application at AFIC in the 90 days prior to the eligibility determination.	Client Tracking System Database	Unduplicated percent
Percent of eligible families who submitted two applications	The percentage of families found eligible each month who submitted two applications at AFIC in the 90 days prior to the eligibility determination. Prior applications may have resulted in eligible or ineligible determinations, diversions, or families making their own arrangements.	Client Tracking System Database	Unduplicated percent

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Percent of eligible families who submitted three applications	The percentage of families found eligible each month who submitted three applications at AFIC in the 90 days prior to the eligibility determination. Prior applications may have resulted in eligible or ineligible determinations, diversions, or families making their own arrangements.	Client Tracking System Database	Unduplicated percent
Percent of eligible families who submitted four applications	The percentage of families found eligible each month who submitted four applications at AFIC in the 90 days prior to the eligibility determination. Prior applications may have resulted in eligible or ineligible determinations, diversions, or families making their own arrangements.	Client Tracking System Database	Unduplicated percent
Percent of eligible families who submitted five applications	The percentage of families found eligible each month who submitted five applications at AFIC in the 90 days prior to the eligibility determination. Prior applications may have resulted in eligible or ineligible determinations, diversions, or families making their own arrangements.	Client Tracking System Database	Unduplicated percent

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Percent of eligible families who submitted six or more applications	The percentage of families found eligible each month who submitted six or more applications at AFIC in the 90 days prior to the eligibility determination. Prior applications may have resulted in eligible or ineligible determinations, diversions, or families making their own arrangements.	Client Tracking System Database	Unduplicated percent
Repeat adult families	The number of families found eligible in the month who have been determined eligible in the past	Client Tracking System Database	The number of families found eligible in the year minus the total number of new eligible families for the year to date
Applicants by borough of origin: Adult Families			
Total number of unduplicated applicants	Total number of unduplicated applicants at AFIC each month	Client Tracking System Database	Unduplicated count
Number of unduplicated applicants from the Bronx	Total number of unduplicated applicants at AFIC each month from the Bronx. This is based on the reported prior address for the most recent application. The most recent address may be a shelter address if the family spent the prior night in the shelter system.	Client Tracking System Database	Unduplicated count

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Number of unduplicated applicants from Brooklyn	Total number of unduplicated applicants at AFIC each month from Brooklyn. This is based on the reported prior address for the most recent application. The most recent address may be a shelter address if the family spent the prior night in the shelter system.	Client Tracking System Database	Unduplicated count
Number of unduplicated applicants from Manhattan	Total number of unduplicated applicants at AFIC each month from Manhattan. This is based on the reported prior address for the most recent application. The most recent address may be a shelter address if the family spent the prior night in the shelter system.	Client Tracking System Database	Unduplicated count
Number of unduplicated applicants from Queens	Total number of unduplicated applicants at AFIC each month from Queens. This is based on the reported prior address for the most recent application. The most recent address may be a shelter address if the family spent the prior night in the shelter system.	Client Tracking System Database	Unduplicated count

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Number of unduplicated applicants from Staten Island	Total number of unduplicated applicants at AFIC each month from Staten Island. This is based on the reported prior address for the most recent application. The most recent address may be a shelter address if the family spent the prior night in the shelter system.	Client Tracking System Database	Unduplicated count
Number of unduplicated applicants from outside NYC	Total number of unduplicated applicants at AFIC each month from outside NYC. This is based on the reported prior address for the most recent application.	Client Tracking System Database	Unduplicated count
FAMILY INTAKE*			
Family Eligibility Investigations: Adult Families			
Total number of eligibility investigations completed (duplicated applications)	The number of investigations completed by the Eligibility Investigation Unit at AFIC	Client Tracking System Database	Sum
% completed within 10 days	The percentage of those applications investigated by the EIU whose eligibility was assessed within 10 days of receipt of application	Client Tracking System Database	Duplicated percent
% eligible	The percentage of those families investigated by the EIU who were found to be eligible for shelter	Client Tracking System Database	Duplicated percent
Total number of eligibility investigations completed (unduplicated)	The number of investigations completed by the Eligibility Investigation Unit of unduplicated families applying at AFIC	Client Tracking System Database	Unduplicated count

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% completed within 10 days	The percentage of those families investigated by the EIU whose eligibility was assessed within 10 days of receipt of application	Client Tracking System Database	Unduplicated percent
% eligible	The percentage of those families investigated by the EIU who were found to be eligible for housing (unduplicated applications)	Client Tracking System Database	Unduplicated percent
% placed within 10 days	Percentage of families placed in conditional facilities within 10 days of EIU investigation	Client Tracking System Database	Unduplicated percent
Number of new eligible adult families	The number of families found eligible who have no previous history of being determined eligible at AFIC, and prior to AFIC's establishment, any history of being determined eligible. (All stays in the family shelter system that occurred prior to the establishment of the EAU are treated as eligible stays.)	Client Tracking System database	Sum of new eligible families for all months during current fiscal year