



---

# POINT IN TIME COUNT CHEAT SHEET

## COUNTING PEOPLE WHO ARE WITHOUT SHELTER...



... at a Community-Based Agency

- Approach: Talk with all people who enter your agency. Share that you are doing surveys with people who were sleeping outside, in cars, or in other unsheltered locations on Wednesday night (January 24). Ask if that describes their overnight situation and offer the survey.
- Count Tool: [Survey Form](#)
- Count Period: Collect surveys January 25 - January 30
- Reporting Tool: [PIT LIVE online form](#) or all households that contact you for services and indicate unsheltered status on night of January 24
- Reporting Period: January 25 - February 2
- Key Contact: Your local Homeless Response Team lead. [Jennifer P](#) can provide support if needed.
- Other guides and resources: [CoC PIT Count web page](#)