



WYOMING
DEPARTMENT OF EDUCATION

*Creating Opportunities
for Students to Keep
Wyoming Strong*

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MEMORANDUM NO. 2016-004

TO: School District Superintendents
School District Homeless Education Liaisons

FROM: Kenya Haynes
State Coordinator for the Education of Homeless Children and Youth

DATE: January 19, 2016

SUBJECT: 2016 Wyoming Homeless Point in Time Count

2016 WYOMING HOMELESS PIT COUNT SET FOR JANUARY 27

Each year, the United States Department of Housing and Urban Development (HUD) conducts a one-day, nationwide count of individuals and families experiencing homelessness. Information gathered in the Point in Time (PIT) count is used to determine needs and funding levels for Wyoming communities.

For the third year, all Wyoming school districts are being asked to participate in this effort. The Wyoming Point in Time Count will take place on Wednesday, January 27, 2016. District Homeless Education Liaisons are asked to report information on any identified homeless students who meet the following HUD criteria:

- Sleeping on the street or sidewalk
- In a vehicle (car, van, RV, truck)
- In a park
- In an abandoned building
- In a bus or train station, or airport
- Under a bridge/overpass
- In the woods or an outdoor encampment
- Other locations not designed for, or ordinarily used as a regular sleeping accommodation for human beings

Students who meet the broader US Department of Education criteria, such as families doubled-up or staying in hotels because they have no other place to stay, or living in substandard housing, should NOT be included in

this count. Families who may have met the criteria earlier in the year, but have moved on to alternative types of shelter, should also be eliminated from the count. Only students meeting the HUD criteria on January 27, 2016 should be reported.

Attached to this memo is the official Wyoming Unsheltered Count Form, which should be completed for each family meeting the HUD criteria. The form has space for five family members. If a family has more than five individuals, two forms may be completed and attached to each other. Please ensure that the name of the individual filling out the form is clearly marked at the top of the document, along with the county.

Completed forms should be scanned and submitted to Kenya Haynes, State Coordinator for the Education of Homeless Children and Youth, at kenya.haynes@wyo.gov no earlier than January 27, 2016, and no later than 5 PM, February 1, 2016. All districts should submit their information directly to the Wyoming Department of Education (WDE), even if they have submitted forms to a local contact in the past. Districts with no students meeting the HUD criteria are also asked to notify WDE of that fact at the same email address. Information collected on the Unsheltered Point in Time Count Form is anonymous and confidential and will only be reported as a statewide aggregate.

If you have any questions about the 2016 Point in Time Count, please contact Kenya Haynes at kenya.haynes@wyo.gov or 307-777-3672.

Attachment:
Unsheltered Count Form