

- Identify and/or map the specific locations to be included in the coalition’s unsheltered count. Use the chart below to brainstorm if helpful.
 - Review all of the following categories in identifying unsheltered locations:
 - Bridges or overpasses
 - Campsites/encampments
 - Parks
 - Outside of certain businesses or buildings (churches, gas stations, etc.)
 - Parking lots
 - Abandoned buildings
 - Streets or street intersections

Coordinate with local organizations to bolster your count. Reach out to both of partners and other organizations including:

- Police Dept.
- Schools
- Libraries
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List unsheltered locations to count:

- Identify any specific unsheltered locations that will be excluded from the count and the rationale, if applicable (i.e. concerns for safety, private property):

Publicize & Inform Relevant Entities of the PIT Count

- Identify and inform appropriate entities in your area about the PIT Count (schools, churches, police departments, etc.):

- Use posters or publicity materials created by VCEH to publicize the Count. People experiencing homelessness who are aware of the PIT Count before it happens will be more likely to respond to volunteers. These publicity materials will be available via VCEH and ICA websites.

- Provide all volunteers with PIT Coordinator’s and other leaders’ contact information.
- Set up a central “command center” if desired.

Submit all PIT & HIC Data

- Verify all providers using HMIS confirm their PIT data with ICA by one week after PIT Count.
- Verify all providers using HMIS confirm their HIC data with ICA by two weeks after PIT Count.
- Enter all survey data into the Google Form created by ICA
- Anyone without access to the Google Form may send their data to Molly Shimko, VCEH CoC Program Coordinator, at mshimko@helpingtohousevt.org