

Deadline for Submitting 2011 HIC and PIT Data

1. Submitting 2011 Data to HUD

All 2011 Housing Inventory Counts (HIC) and 2011 Point-in-Time (PIT) data must be submitted via HUD's Homelessness Data Exchange (HDX) web portal by Tuesday, May 31, 2011. The HDX is located here: www.hudhdx.info. The HDX will be accessible during different time periods for the submission of these data:

1. *Housing Inventory Count Data*: Communities will have from April 1, 2011 to May 31, 2011 to enter their 2011 HIC data into the HDX.
2. *Point-in-Time Count Data*: Communities will have from May 1, 2011 to May 31, 2011 to enter their 2011 PIT data into the HDX. .

2. Continuum of Care HDX Registration Process

The primary contact within each Continuum of Care (CoC) is responsible for registering and assigning read, write, and submit authority to persons within their community who will enter and submit the 2011 HIC and PIT data. Communities can keep their current read, write, and submit authorities unchanged, or may update their access privileges by registering new users or deleting unauthorized users.

To register new users, follow these steps:

1. *Create User Accounts via HMIS.INFO*: All users who need view, edit, or submit authority for the HDX must establish a user account via HMIS.info. Click on the following link to establish an HMIS.info account: <http://hmis.info/SignUp.aspx>.
2. *Registering Users for HDX*: Once a user account has been created, the CoC primary contact can register the additional users via the HDX. The primary contact must enter each user's First Name, Last Name, and email address. NOTE: If the CoC primary contact adds a user that has not yet registered with HMIS.info, an alert will appear informing the primary contact that the person has not yet registered at HMIS.info.

3. Guidance and Questions

To view and download HDX resources and the 2011 HIC Instruction and Guidance Document, click the "HDX Resources" link on the HDX homepage (www.hudhdx.info).

CoCs may access and download the 2011 HIC Instruction Guide at either:

- The HUDHRE at:

http://www.hudhre.info/documents/HDX_HICInstructionGuide.pdf

- HDX Home Page at:

<http://www.hmis.info/ClassicAsp/documents/HDX%20HIC%20Instruction%20Guide.pdf>