HPRP Reporting Reminders and APR Tool Updates

REMINDER: Both the HPRP Quarterly Report in FederalReporting.gov and the HPRP QPR for Q6 (October 1, 2010 through December 31, 2010) are due on January 10, 2011.

Audience: HPRP Grantees and HMIS Solutions Providers

APR Tool Updates

As HPRP grantees work to generate HMIS data for the HPRP APR, HUD wants to clarify that the Department has **not** released a "new" APR Generation tool.

While the APR Generation tool was tested prior to release, some bugs were discovered after the release. As glitches or bugs were identified and corrected, updates were posted on the Homelessness Resource Exchange (www.hudhre.info). HPRP grantees are encouraged to read the latest release notes (following this message) to see exactly what fixes were made to the generation tool this week.

It is important to note:

1. The APR Generation Tool was updated in specific sections to correct problems that were identified. These problems did not impact every grantee. Therefore, many grantees will not need to re-run their APRs using the updated APR Tools if they generated their APR data using the tool as originally released. Grantees may elect to re-run the report to verify that the data generated are identical.

2. There will be no additional extension of the HPRP APR due date. The HPRP APR is due on January 19, 2011.

3. In July 2009, HUD notified HPRP grantees of the specific data elements that they were required to collect for all clients in households receiving HPRP assistance in order to produce an HPRP APR. This client-level data should have been collected by grantees and subgrantees as soon as they began serving clients with HPRP funds. If data has not been entered into the HMIS, HUD encourages you to make a reasonable effort to get this data entered into your HMIS now so your HPRP APR is accurate.

Please submit any reporting questions to the virtual help desk on HUD's HRE at www.hudhre.info. Reporting questions are prioritized and you should receive a response within 1-2 business days of submission.

HUD APR Generation Tool V1R2 Release Notes as of 12/27/10
Based on feedback from users after our initial release, there have been a handful of changes to the APR Generation Tool that necessitated a new release. Details on this are broken up by issues and enhancements and are noted below.

Issues/Bug Fixes
Household ID was not unique across agencies and this field was being used to make determinations of household composition. Changed the logic to look at both the agency ID and the household ID versus just the household ID.

Changed the text on the length of stay question from "less than 30 days" to "30 days or less" as clients that stayed exactly 30 days were not previously accounted for.

Income was dividing by zero on Q15 which resulted in an error message of #/DIV. Added logic to prevent this from appearing.

Household types of HHNoKids and HHAdultsOnly were both being used to define a household with adult and no children. This was throwing off counts on Q6. This has been resolved so that only HHNoKids is used.

The calculation for the total number of clients with missing data for income and non-cash benefits was inaccurate in instances where data records are missing for a client from the incomebenefits.csv or clienthistorical.csv tables.

Addressed issue in Q8 in the GTD calculation for households served in total as the formula was referencing the wrong column and the calc was (HPRP services GTD + rent GTD) vs (any HPRP service + any FA GTD).

Clients were not showing up on the report that had an entry and exit on the same date. Revised the logic to check for program type first, and if a non-residential services program to use (end date - start date) +1 as the length of stay calculation versus the formula of end date - start date that is used for residential programs.

Enhancements
Added logic to accommodate V3.0 of the HUD CSV Exchange Format. This format does not include the DataCollectionStage elements in the ClientHistorical.csv and IncomeBenefits.csv tables. When the DataCollectionStage element is not populated, the APR Generation Tool will make the determination of whether or not a record is for an entry or an exit based on whether or not the assessment date matches either the entry or exit date for the client's programparticipation.csv record.

Wrote logic to not require the BedInventory.csv table if the program type is "HPRP".

Revised logic to not require a program type value in the AgencyProgram table. If this value was missing then the counts on questions 9 through 12 were coming up all zeros as they were conditioned to check for the length of stay within the program being greater than 0. Since there was no program type, these calcs were always coming back as zero.

Updated the site for requesting support to the HUD HRE Virtual Help Desk versus the Ask The Expert page on HMIS.info.

Added more descriptive step by step instructions to the Report Admin screen to help guide users through the process of creating the APR.

Added icons on the Report Admin page that reference these release notes as well additional settings.

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