

Homelessness Prevention Program (HPP)

2025-2026 Service Data Reporting Requirements

The Homelessness Prevention Program (HPP) objective is to support communities in preventing, addressing and reducing homelessness, including chronic homelessness.

Under the program, funded organizations are responsible for collecting service data and information as outlined in the Service Data Elements and according to the Service Data Element Definitions in this document. Oxford County reserves the ability to request and collect additional service data during this funding period.

Service Data Elements

The following data elements are to be tracked by the funded organization and reported to Oxford County. HPP Service Data Elements are determined by the Ministry of Municipal Affairs and Housing.

Organizations should be prepared to collect and report accurate service data for all listed data elements. Funded organizations will receive confirmation of which data elements they will be required to report.

Service data elements are to be tracked and reported based on a unique count of households accessing the service(s) funded by HPP. Each service data element should be tracked and reported by *Overall Population* and *Priority Population*.

- # of at-risk participant households that are new to HPP
- # of at-risk participant households that are ongoing in HPP
- # of at-risk participant households who received housing assistance
- # of at-risk participant households assisted with supportive housing
- # of at-risk participant households who retain housing for 12 months or more
- # of at-risk participant households who become homeless in the year
- # of at-risk participant households who received support services
- # of households experiencing homelessness that are new to HPP
- # of households experiencing homelessness that are ongoing in HPP
- # of households experiencing homelessness who received housing assistance
- # of households experiencing homelessness assisted with supportive housing
- # of households experiencing homelessness who retain housing for 12 months or more
- # of households experiencing homelessness who received support services

Service Data Tracking Specifications

Overall and Priority Population

- Each data element is to be reported by *Overall Population* and *Priority Population*.
- The *Overall Population* category is a unique count of all households.
- Each *Priority Populations* category is a unique count of households where at least one household member meets the criteria for that population.
- Each household may fit into multiple, or none, of the *Priority Populations* categories.

Housing Status

- Data Elements are to be tracked based on a household's *housing status at program entry*. Housing status can be either *at risk of homelessness* or *experiencing homelessness*.
- Tracking of the household is based on their status at the time of program entry for the duration of their continued participation in the program. For example, if a household was experiencing homelessness transitions to being housed during the program, they should still only be counted under the "experiencing homelessness" data elements.

Program Status

- Data elements are to be tracked based on household's history of participation in HPP programs. Program status can either be *Ongoing in HPP* or *New to HPP*.
- Households who started receiving HPP supports through your organization before April 2025 and continued to receive supports are considered Ongoing in HPP.
- If this is the first year your organization is receiving HPP funding for this program, all households should be tracked as *New to HPP*.

Service Data Definitions

At risk of homelessness (at-risk): Refers to households who are not homeless, but whose current economic and/or housing situation is precarious and/or does not meet public health, or safety standards. For the purposes of HPP reporting, any household that receives HPP-funded services and is *not* experiencing homelessness at program entry should be considered at-risk.

Experiencing homelessness at program entry (experiencing homelessness): The situation of a household without stable, permanent, appropriate housing; or, the immediate prospect, means, and ability of acquiring it.

Household: A household may consist of a family group, a couple, or of a person living alone.

New to HPP: Households that started to receive HPP-funded supports or services in the current funding year (April 2025 – March 2026).

Ongoing in HPP: Households that received HPP-funded supports or services in the previous year (before April 2025) and continue to receive services in the current year.

Priority population: Refers to four group characteristics which were identified in the Report of the Expert Advisor Panel on Homelessness (2015) to be prioritized for action to reduce homelessness.

Chronic Homelessness: People or households who are currently homeless and have been homeless for six months or more in the past year (i.e., have spent more than 180 cumulative nights in a shelter, a place not fit for human habitation, or staying temporarily with others without guarantee of continued residency). This priority population is not tracked for households “at-risk” of homelessness.

Indigenous Identity: Persons/households who identify as First Nation, Métis or Inuit.

Transition from Provincial Institution: Refers to people or a household with at least one member whose accommodation immediately prior to entering the program was accommodation in corrections facilities, in in-patient healthcare (including mental health and addictions) facilities, or provided under the child welfare system (i.e., Children’s Aid).

Youth: Young people between the ages of 16-25 who are living independently of parents and/or caregivers, but do not have the means or ability to acquire a stable, safe or consistent residence.

Service Data Reporting Periods

Funded organizations will be responsible for providing service data for all data elements to Oxford County twice during the funding period.

1. Mid-Year Service Data Report
 - Data for services delivered between April 1, 2025 – September 30, 2025
 - Due October 10, 2025*
2. Year-End Service Data Report
 - Data for services delivered between April 1, 2025 – March 31, 2026
 - Due April 10, 2026*

***Reporting dates may be subject to change depending on program agreements**

Totals for service data should be calculated as unique, year-to-date counts. Periodic data collection requests may be made for program monitoring and planning purposes.