VA-SSVF-RRH Addendum

This form can be used by all VA-SSVF-RRH projects. This form will be used as a supplement to every data entry stage in order to ensure full data collection for VA-SSVF-RRH projects.

Section I: Data Collection Point Information

CLIENT NAME

CLIENT ID

DATA COLLECTION POINT (Month / Day / Year) - *[ALL CLIENTS] - [ALL PROJECTS]*

☐	Project Start
☐	Project Update
☐	Annual Assessment
☐	Project Exit

ASSESSMENT DATE (Month / Day / Year) - *[ALL CLIENTS] - [ALL PROJECTS]*

		/			/			

Please note, there are 3 sections under this assessment. Take note of each section header to know when you are supposed to complete each set of data elements. The four section types are listed here for reference.

SECTION II: Complete ONLY at initial Entry into the program.

SECTION III: Update at any data collection point - Entry, Interim, or Exit.

SECTION IV: Complete at Entry and Exit ONLY - not for interim updates.

Section II: VA-SSVF-RRH Project Entry Data Elements

VETERAN INFORMATION - *[ALL VETERANS] – [ALL PROJECTS]*
Only ONE record of Veteran Information should exist. If another record is already present, verify the accuracy of the record. If anything is inaccurate, correct the existing record. DO NOT make a second record.

Year Entered Military Service (Month / Day / Year)

		/		/				

Year Separated From Military Service (Month / Day / Year)

		/		/				

Theatre of Operations
　　　　Client Doesn't Know = CDK
　　　　Client Refused = CR
　　　　Data Not Collected = DNC

Theatre of Operations	No	Yes	CDK	CR	DNC
World War II	☐	☐	☐	☐	☐
Korean War	☐	☐	☐	☐	☐
Vietnam War	☐	☐	☐	☐	☐
Persian Gulf War	☐	☐	☐	☐	☐
Afghanistan	☐	☐	☐	☐	☐
Iraq Freedom	☐	☐	☐	☐	☐
Iraq Dawn	☐	☐	☐	☐	☐
Other Peace-Keeping Operations or Military Interventions	☐	☐	☐	☐	☐

Branch of the Military

☐	Army	☐	Air Force
☐	Navy	☐	Marines
☐	Coast Guard	☐	Client Doesn't Know
☐	Client Refused	☐	Data Not Collected

Discharge Status

☐	Honorable	☐	General under honorable conditions
☐	Under other than honorable conditions (OTH)	☐	Bad Conduct
☐	Dishonorable	☐	Uncharacterized
☐	Client doesn't know	☐	Client refused
☐	Data not collected		

VAMC STATION NUMBER – *[HEADS OF HOUSEHOLD] – [SSVF AND HUD-VASH PROJECTS ONLY]*
Enter the VA Medical Center (VAMC) Station Number that corresponds to the grantee's service location. This may be filled in on behalf of the client – it does not require client input.

PERCENT OF AMI – *[HEADS OF HOUSEHOLD] – [SSVF PROJECTS ONLY]*
This field records the household income compared to the Area Median Income. Select the appropriate category from the dropdown. An answer of "Greater than 50%" means the client is ineligible for SSVF assistance. Such an answer will reflect poorly in data quality reports.

☐	Greater than 50%	☐	30% to 50%
☐	Less than 30%		

CLIENT'S LAST PERMANENT ADDRESS – *[HEADS OF HOUSEHOLD] – [SSVF AND HUD-VASH PROJECTS ONLY]*
Record the head of household's last permanent address. For Prevention clients this will be their current address. This should be an address that is a permanent housing situation, not a reference to a shelter or other homeless situation. Normally this will include the client renting an apartment/house or living at another person's apartment/house.

Street Address	
City	
State	
Zip	

Address Data Quality

☐	Full Address Reported	☐	Incomplete or estimated address reported
☐	Client doesn't know	☐	Client refused
☐	Data not collected		

Section III: Update, if applicable, at EVERY Project Stage

CONNECTION WITH SOAR - *[HEADS OF HOUSEHOLD AND ALL ADULTS] – [SSVF PROJECTS]*
Record if the client has any connection with a SOAR program.

☐	Yes	☐	No
☐	Client doesn't know	☐	Client refused
☐	Data not collected		

FINANCIAL ASSISTANCE - *[ALL CLIENTS RECEIVING SSVF FINANCIAL ASSISTANCE] – [COLLECTION ONLY REQUIRED FOR SSVF RRH & HP PROJECTS]*

Date of Financial Assistance:

		/		/			

Financial Assistance Amount (integer)

Financial Assistance Type

☐	Rental assistance	☐	Transportation services: vehicle repair / maintenance
☐	Security deposit	☐	Childcare
☐	Utility deposit	☐	General housing stability assistance
☐	Utility fee payment assistance	☐	Emergency housing assistance
☐	Moving costs	☐	Extended Shallow Subsidy – Rental Assistance
☐	Transportation services: token/ vouchers	☐	Food Assistance

Section IV: Complete at Project ENTRY and Project EXIT

LAST GRADE COMPLETED - *[HEADS OF HOUSEHOLD AND ALL ADULTS] – [SSVF AND HUD-VASH PROJECTS ONLY]*
Enter the last grade the client completed.

☐	Less than grade 5	☐	Grades 5 – 6
☐	Grades 7 – 8	☐	Grades 9 – 11
☐	Grade 12 / High School Diploma	☐	School Program does not have grade levels
☐	GED	☐	Some College
☐	Associates Degree	☐	Bachelor's Degree
☐	Graduate Degree	☐	Vocational Certification
☐	Client doesn't know	☐	Client refused
☐	Data not collected		

EMPLOYED? - *[HEADS OF HOUSEHOLD AND ALL ADULTS] – [SSVF AND HUD-VASH PROJECTS ONLY]*
Is the client currently employed?

☐	Yes	☐	No
☐	Client doesn't know	☐	Client refused

☐	Data not collected

IF YES, TYPE OF EMPLOYMENT

☐	Full Time	☐	Part Time
☐	Seasonal/Sporadic (including day labor)	☐	Data not collected

IF NO, WHY NOT EMPLOYED

☐	Looking for work	☐	Unable to work
☐	Not looking for work	☐	Data not collected