

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

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

<input type="checkbox"/>	Project Start
<input type="checkbox"/>	Project Update
<input type="checkbox"/>	Annual Assessment
<input type="checkbox"/>	Project Exit

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

		/			/				
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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)

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

		/			/				
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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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Korean War	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vietnam War	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Persian Gulf War	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Afghanistan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Iraq Freedom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Iraq Dawn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Peace-Keeping Operations or Military Interventions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Branch of the Military

<input type="checkbox"/>	Army	<input type="checkbox"/>	Air Force
<input type="checkbox"/>	Navy	<input type="checkbox"/>	Marines
<input type="checkbox"/>	Coast Guard	<input type="checkbox"/>	Space Force
<input type="checkbox"/>	Client Doesn't Know	<input type="checkbox"/>	Client Refused
<input type="checkbox"/>	Data Not Collected		

Discharge Status

<input type="checkbox"/>	Honorable	<input type="checkbox"/>	General under honorable conditions
<input type="checkbox"/>	Under other than honorable conditions (OTH)	<input type="checkbox"/>	Bad Conduct
<input type="checkbox"/>	Dishonorable	<input type="checkbox"/>	Uncharacterized
<input type="checkbox"/>	Client doesn't know	<input type="checkbox"/>	Client refused
<input type="checkbox"/>	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.

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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.

<input type="checkbox"/>	30% or less	<input type="checkbox"/>	51% to 80%
<input type="checkbox"/>	31% to 50%	<input type="checkbox"/>	81% or greater

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

<input type="checkbox"/>	Full Address Reported	<input type="checkbox"/>	Incomplete or estimated address reported
<input type="checkbox"/>	Client doesn’t know	<input type="checkbox"/>	Client refused
<input type="checkbox"/>	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.

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Client doesn't know	<input type="checkbox"/>	Client refused
<input type="checkbox"/>	Data not collected		

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

Date of Service:

		/			/				
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Type of Service

<input type="checkbox"/>	Outreach services	<input type="checkbox"/>	Case management services
<input type="checkbox"/>	Assistance obtaining VA benefits	<input type="checkbox"/>	Assistance obtaining/coordinating other public benefits
<input type="checkbox"/>	Direct provision of other public benefits	<input type="checkbox"/>	Other (non TFA) supportive service approved by VA
<input type="checkbox"/>	Shallow Subsidy	<input type="checkbox"/>	Returning Home
<input type="checkbox"/>	Rapid Resolution		

If "Assistance obtaining VA Benefits"

<input type="checkbox"/>	VA vocational and rehabilitation counseling	<input type="checkbox"/>	Employment and training services
<input type="checkbox"/>	Educational assistance	<input type="checkbox"/>	Health care services

If "Assistance obtaining/coordinating other public benefits"

<input type="checkbox"/>	Health care services	<input type="checkbox"/>	Daily living services
<input type="checkbox"/>	Personal financial planning services	<input type="checkbox"/>	Transportation services
<input type="checkbox"/>	Income support services	<input type="checkbox"/>	Fiduciary and representative payee services
<input type="checkbox"/>	Legal services - child support	<input type="checkbox"/>	Legal services - eviction prevention
<input type="checkbox"/>	Legal services - outstanding fines and penalties	<input type="checkbox"/>	Legal services - restore/acquire driver's license
<input type="checkbox"/>	Legal services - other	<input type="checkbox"/>	Child care
<input type="checkbox"/>	Housing counseling		

If "Direct provision of other public benefits"

<input type="checkbox"/>	Personal financial planning services	<input type="checkbox"/>	Transportation services
<input type="checkbox"/>	Income support services	<input type="checkbox"/>	Fiduciary and representative payee services
<input type="checkbox"/>	Legal services - child support	<input type="checkbox"/>	Legal services - eviction prevention
<input type="checkbox"/>	Legal services - outstanding fines and penalties	<input type="checkbox"/>	Legal services - restore/acquire driver's license
<input type="checkbox"/>	Legal services - other	<input type="checkbox"/>	Child care
<input type="checkbox"/>	Housing counseling		

If “Other (Non-TFA) Supportive Service approved by VA”

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

Start Date of Financial Assistance:

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End Date of Financial Assistance:

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Financial Assistance Amount (integer)

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Financial Assistance Type

<input type="checkbox"/>	Rental assistance	<input type="checkbox"/>	Utility fee payment assistance
<input type="checkbox"/>	Security deposit	<input type="checkbox"/>	Utility deposit
<input type="checkbox"/>	Moving costs	<input type="checkbox"/>	Transportation services: token/vouchers
<input type="checkbox"/>	Transportation services: vehicle repair/maintenance	<input type="checkbox"/>	Childcare
<input type="checkbox"/>	General housing stability assistance	<input type="checkbox"/>	Emergency housing assistance
<input type="checkbox"/>	Shallow Subsidy – Financial Assistance	<input type="checkbox"/>	Food Assistance
<input type="checkbox"/>	Landlord Incentive	<input type="checkbox"/>	Tenant Incentive

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.

<input type="checkbox"/>	Less than grade 5	<input type="checkbox"/>	Grades 5 – 6
<input type="checkbox"/>	Grades 7 – 8	<input type="checkbox"/>	Grades 9 – 11
<input type="checkbox"/>	Grade 12 / High School Diploma	<input type="checkbox"/>	School Program does not have grade levels
<input type="checkbox"/>	GED	<input type="checkbox"/>	Some College
<input type="checkbox"/>	Associates Degree	<input type="checkbox"/>	Bachelor’s Degree
<input type="checkbox"/>	Graduate Degree	<input type="checkbox"/>	Vocational Certification
<input type="checkbox"/>	Client doesn’t know	<input type="checkbox"/>	Client refused
<input type="checkbox"/>	Data not collected		

EMPLOYED? - [HEADS OF HOUSEHOLD AND ALL ADULTS] – [SSVF AND HUD-VASH PROJECTS ONLY]

Is the client currently employed?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Client doesn't know	<input type="checkbox"/>	Client refused
<input type="checkbox"/>	Data not collected		

IF YES, TYPE OF EMPLOYMENT

<input type="checkbox"/>	Full Time	<input type="checkbox"/>	Part Time
<input type="checkbox"/>	Seasonal/Sporadic (including day labor)	<input type="checkbox"/>	Data not collected

IF NO, WHY NOT EMPLOYED

<input type="checkbox"/>	Looking for work	<input type="checkbox"/>	Unable to work
<input type="checkbox"/>	Not looking for work	<input type="checkbox"/>	Data not collected