



HMIS Settings: Grant Information

The NYC HMIS would like for each HMIS participating project, regardless of funding source, to input their correct grant name in the "Other Program Name" field and their grant number in the "HUD Contract #" field on the HMIS settings page by the **January 15, 2014**. NYC Department of Homeless Services is responsible for reporting on the [Housing Inventory Count \(HIC\)](#) and the [Point-in-Time \(PIT\)](#) count. As we approach the HIC/ PIT reporting period in January, we need to verify programs which are listed on the HIC and participating in HMIS. In most cases the names are not easily recognizable. In the past we have undertaken the very tedious task of cross referencing the HMIS upload names with both the GIW and the HIC. With these new fields filled in for each participating project in HMIS, we will be able to develop a more accurate report for the 2014 HIC/PIT.

Helpful points to note when [editing the HMIS setting page](#):

- HUD Program Type: fill according to grant info.
- Target Population A: fill according to grant info.
- Target Population B: fill according to grant info.
- GEO Code : **364436**
- Direct Service Code: **Yes**
- Continuum of Care: **NYC CCoC**

Please also fill in each project's address under the address/contact information tab.

The link below gives guidance on how to edit the Agency Program Information: HMIS Setting page.

[Editing the HMIS Setting Page](#)