

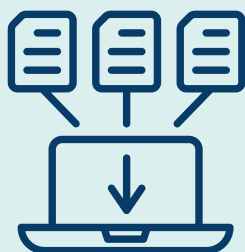
CMIS

Frequently Asked Questions



What is CMIS?

The **Community Management Information System (CMIS)** is the Delaware Continuum of Care (CoC)'s Homeless Management Information System (HMIS). HMIS is **federally mandated by the U.S. Department of Housing and Urban Development (HUD)**, as a means to have a standardized and centralized way to collect data about the provision of housing and services to people and families experiencing homelessness.



- CMIS collects client- and program-level data.
- Data in CMIS increases collaboration between service providers.
- Data in CMIS is utilized for local and national reporting and analyses.

Housing Alliance Delaware acts as the **CMIS Lead Agency** by:

- Being responsible for the local administration of HMIS.
- Providing trainings, technical assistance, and other services to providers that use CMIS.



PROGRAM TYPES:

Any provider who operates a **program dedicated to those experiencing homelessness** can enter data into CMIS, including:

- Emergency Shelter, including hotel/motel stays through vouchers and/or donations
- Transitional Housing
- Housing Navigation
- Homelessness Prevention, inc. financial assistance for back rent, utilities, etc.
- Day Shelters/Drop-In Community Centers
- Community/Street Outreach
- Permanent Housing (dedicated to the formerly homeless)



Who Enters Data into CMIS?

CMIS COVERAGE:

- 30+** participating direct service providers
- 130+** end users entering data into CMIS
- 100+** operating homeless assistance projects

Increasing the system's coverage of homeless assistance programs is a goal of the Delaware CoC. Homeless assistance providers who receive certain funding are required to participate in their local HMIS. In Delaware, this includes funding from the CoC, New Castle County, the City of Wilmington, Delaware State Housing Authority, PATH, and the VA.

Several homeless assistance providers who do not receive public funding opt to utilize CMIS to collect their programs' data and/or to collaborate with the CoC.

LEARN MORE:

- [Housing Alliance Delaware's CMIS Program Page](#)
- [CMIS Policies & Procedures Manual](#)
- Email: cmis@housingalliancede.org



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What are the Benefits of Entering Data into CMIS?

FOR CLIENTS:

- Clients with information in CMIS can get **access to resources** through Centralized Intake and the CoC.
- Clients' data is shared within CMIS, **increasing service coordination** between service providers.

FOR PROVIDERS:

- **Affordable** access to comprehensive software.
- CMIS assessments and reports are **customizable** to meet the needs of programs.
- Agencies can **easily apply for funding** using CMIS data and reporting.

FOR THE COC:

- **Reduction of data-related silos** in our homeless response system.
- More **comprehensive and accurate analyses and reporting** on homelessness in Delaware.
- Positively affects the CoC's ability to **apply for funding on behalf of the state**.

CMIS FEES:

\$325

the current annual fee per CMIS license.



CMIS fees allow for HAD's CMIS program to provide additional services - including training, technical assistance, reporting, and more.



What are the Requirements of CMIS-Participating Agencies?



As the CMIS Lead Agency, Housing Alliance Delaware requires that all CMIS participating agencies:

- Follow HUD HMIS requirements, including annual documentation, adhering to HUD data entry requirements, and adhering to data privacy and data security protocol.
- Participate in CoC reporting events, such as the annual Housing Inventory Count and Point in Time Count.
- Enter complete, accurate, and consistent, and timely data in CMIS on a regular basis.
- Provide updates about programs, including the start and end of grants and/or operation, as well as changes in capacity.
- Regularly review and clean up data, to ensure data quality in CMIS.



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