

HVRP Quarterly Performance Reporting Listening Session

June 29, 2022

Q&A

TRACKING

Q: How does exit and carryover work when going from a grant that ends June 30 to a brand-new grant that starts July 1?

A: At the end of a three-year grant, grantees should exit all participants. HVRP Grantees cannot carry over participants from one three-year grant to a subsequent three-year grant. However, grantees can serve participants from their previous grant in their new grant. Those participants would all be considered new enrollments under the new three-year grant.

For those participants who received services under the prior three-year grant, grantees should enter their information in the 701B-Participant Info tab for Q1 of the new three-year grant as follows:

- Participant ID: Retain ID from prior grant's Technical Performance Review (TPR) if grantee ID naming convention allows.
- Participant Name: Retain participant name from the prior grant's TPR.
- Service Start Date: Enter a new service start date of July 1 of the current program year (PY).
- Homelessness/Incarceration/Disability Characteristics, Other Program Enrollments, Personal Attributes, and Military Service: Retain all entries from prior grant's TPR.
- Training: Enter only those trainings provided on or after July 1 of the current program year; do not retain any entries from the prior grant's TPR.
- Services: Enter only those services provided on or after July 1 of the current program year; do not retain any entries from the prior grant's TPR.

Definition of Exiter

Exiter: For the purposes of VETS' competitive grants, a participant who is placed or dropped during a quarter and is not scheduled to receive future homeless veterans program services for the next 90 or more days is considered an exiter. The following services do not count as "future services:"

- *Peer support groups;*
- *Informational mailings;*
- *Co-enrolled partner services extending beyond the end of the active period of performance for the competitive grant award;*
- *Follow-up tracking services; and*
- *Referral to supportive services.*

Once a participant placed into employment becomes an exiter, the sequence for tracking outcomes is determined by the exit quarter. Those participants experiencing a gap in service of 90 days or more due to a delay before the beginning of training, a serious health/medical

condition, and/or temporary departure from the area such as for National Guard/Reserve duty may be temporarily exempted from being exited for a portion of the grantee's period of performance. ([FY21 Funding Opportunity Announcement \[FOA\]](#), Attachment B: Definitions and Terms, p.6)

Q: What all are included in follow-up services?

A: Follow-up services include, but are not limited to, the following:

- Peer support groups;
- Informational mailings;
- Co-enrolled partner services extending beyond the end of the active period of performance for the competitive grant award;
- Follow-up tracking services; and
- Referral to supportive services. (*From the definition of Exiter provided earlier.*)

If a grantee identifies a specific scenario that does not seem to fall within one of these categories, they should consult their GOTR. The GOTR can always contact the National Office for further information.

Q: After a three-year contract is over and you start a new three-year contract on July 1, do you still provide retention follow-up services to the veterans who are in the previous three-year contract?

A: There is no expectation for a grantee to continue providing follow-up services to any participants they served in their three-year grant who exited during that three-year grant, once that three-year period of performance has ended.

The period of performance is 36 months . . . This performance period includes all necessary implementation, start-up activities, and follow-up activities ([FY21 FOA](#), p.3).

Q: Do we have to answer “no” for an answer, or can we leave a space blank?

A: In the TPR, grantees can enter “0” or leave a space blank to indicate “No” for any given field.

For “yes/no” responses, a blank response is the same as selecting a “no” response ([Competitive Grants Technical Performance Report and Technical Performance Narrative Desk Guide](#), p.6).

Q: Where can I find definitions for TPR data fields?

A: Grantees can access definitions for the TPR data fields within the TPR itself by hovering over the red triangle in a cell in the Spreadsheet view and in the [TPR Field Definitions Reference Guide](#).

Q: Can a grantee re-enroll a previously exited participant who loses their job?

A: Yes. If a participant returns within 90 days after exit, the grantee can resume services to the participant. This is called “re-opening” and the grantee must delete the previous placement outcome from the TPR. If a participant returns more than 90 days after exit, the grantee can choose to re-enroll the participant in order to provide the full range of HVRP services if the participant still meets the HVRP eligibility criteria. The new enrollment should be assigned the same unique participant identifier.

PERFORMANCE

Q: If a grantee has achieved a percentage enrollment of 80 or more of their 100 percent goal, is the grantee able to be released from their corrective action plan?

A: No. The threshold for underperformance not requiring a corrective action plan (CAP) is at least 85 percent of the goal set by the grantee, as shown in the VETS-700 Planned Goals tab of the TPR.

Performance on each active participant performance indicator will be defined as a range, bounded by an upper value representing the performance goal and a lower value representing 85 percent of the performance goal. Performance below 85 percent of the goal on a critical performance indicator will be considered failure of that indicator ([FY21 FOA](#), p.15).

Q: Do we still get credit for someone who hasn't engaged within 90 days?

A: Upon exiting, a participant will count as an outcome for the grantee that served them. For example, depending upon whether that participant has obtained employment, that participant will either be a positive or negative outcome for the Placement Rate Overall (Rate = Employed/Exited) performance indicator.

REPORTING

Q: When will the PY22 TPR and TPN be made available?

A: The PY22 TPR and TPN forms will be available for download on the [HVRP website](#) (see “HVRP Performance” section) in mid-July 2022.

Q: When the PY22 TPR and TPN come out, we're still using the PY21 docs for PY21 Q4 reporting, correct?

A: Yes, grantees will continue using the PY21 TPR and TPN for their PY21 Q4 reporting, which are due on July 30, 2022.

Q: Can you explain the difference between the active TPR and the follow-up TPR?

A: The follow-up TPR and TPN capture the employment and earnings results of participants for four quarters after exit. This tracking of outcomes is defined as “follow-up activities” in the

FOA. Grantees record the outcomes of those exited participants in the TPR of the PY in which the participant exited. For instance, if a participant exits in PY21 Q3, the grantee would continue to track and record entries for that participant until four quarters of follow-up have transpired, which would be the PY21 TPR for Q4, Q5, Q6, and Q7.

TPR and TPN Quarters for PY21

Quarter End Date	9/30/2021	12/31/2021	3/1/2022	6/30/2022
Current Year or “Active” TPR/TPN	PY21 Q1	PY21 Q2	PY21 Q3	PY21 Q4
Follow-Up TPR/TPN	PY20 Q5	PY20 Q6	PY20 Q7	PY20 Q8

TPR and TPN Quarters for PY22

Quarter End Date	9/30/22	12/31/2022	3/1/2022	6/30/2023
Current Year or “Active” TPR/TPN	PY22 Q1	PY22 Q2	PY22 Q3	PY22 Q4
Follow-Up TPR/TPN	PY21 Q5	PY21 Q6	PY21 Q7	PY21 Q8

TPR and TPN Quarters for PY23

Quarter End Date	9/30/2023	12/31/2023	3/1/2024	6/30/2024
Current Year or “Active” TPR/TPN	PY23 Q1	PY23 Q2	PY23 Q3	PY23 Q4
Follow-Up TPR/TPN	PY22 Q5	PY22 Q6	PY22 Q7	PY22 Q8

Follow-Up Activities—The administrative tracking of the post-program employment and earnings of participants exiting services. Results from these follow-up activities are used to report quarterly employment earnings for up to four quarters after the quarter of exit for each participant exiting the program ([FY21 FOA](#), Attachment B: Definitions and Terms, p.6).

Note that the “Active” TPR for the current year may also contain follow-up activities, such as when a participant exits in Q1. In this case, the participant’s outcomes in the second quarter after exit would be captured in the current year’s Q3 and Q4 TPR.