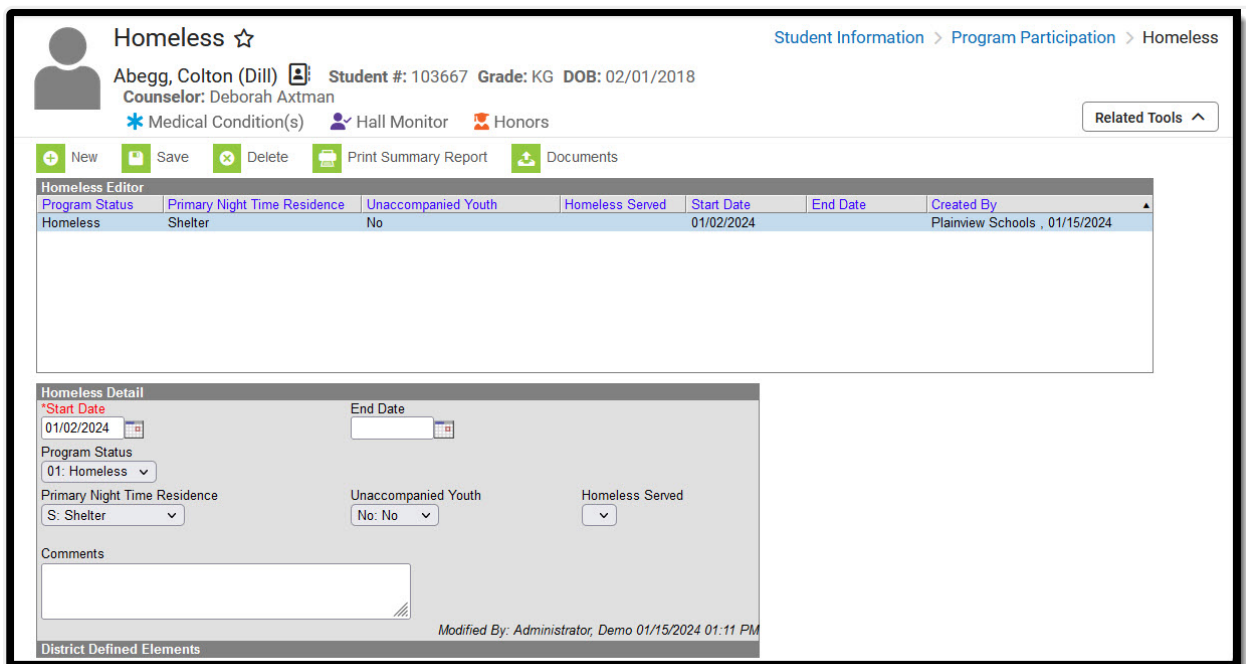# Homeless

Last Modified on 07/18/2025 10:00 am CDT

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Tool Search: Homeless

The Homeless tool records basic homeless information as well as district-defined fields. The list of homeless records is sorted by Start Date.

Homeless Program

Read - View existing Homeless records.
Write - Modify existing Homeless records.
Add - Add new Homeless records.
Delete - Remove Homeless records.

See the [Tool Rights](#) section below for more details on what actions can be performed with each right.

Users with at least Read and Add tool rights are able to create and save new records. Only users with Write tool rights are able to edit or end existing open records.

An Additional **Add & Auto-end Records** sub-right overrides the Write and Add tool right selections for the Homeless tool. If a user has at least Read rights to this sub-tool right, the user is able to create a new Homeless record; an open Homeless record is given an End Date one day prior to the new Homeless record's Start Date to prevent overlapping records. An existing Homeless record's End Date cannot be overwritten with this function, regardless of tool right selection on either the sub-tool right or the Homeless tool. The sub-tool right cannot

receive tool rights from a parent or grandparent tool right, but the sub-tool rights can be removed when tool rights are removed from a parent or grandparent tool right.

Homeless information was historically managed from the Enrollment editor. Using a separate homeless editor allows these records to have more accurate dates representing the student's period of homelessness.

The Homeless tool is currently only available in certain states. Until the tool is available in your state, please continue to record homeless information on the Enrollment tool.

Enter Homeless Records

Available fields vary by state.

1. Click the **New** icon. A **Homeless Detail** editor displays.
2. Enter the appropriate option for the student's **Homeless/Primary Nighttime Residence** field.
3. Select the value for the student's **Unaccompanied Youth** status.
4. If necessary, mark the **Homeless Served** checkbox.
5. Enter the **Start Date** for when the student became homeless.
6. Enter values for any necessary district defined fields.
7. Click the **Save** icon when finished. The new record displays in the Homeless Editor.

Records cannot have overlapping dates.

To modify a Homeless record, select it from the editor and enter the new information (end date, etc.).

When a student is no longer considered homeless, edit the record and enter an **End Date**. If a student's Homeless/Primary Nighttime Residence information changes, edit the existing record with the appropriate end date, then create a new homeless record with the new Homeless/Primary Nighttime Residence status.

If a record was entered in error, click the **Delete** icon to completely remove it.

Print Homeless Summary Report

Click the **Print Summary Report** to display a PDF view of the student's Homeless records.

Homeless - Print Summary

Homeless Ad hoc Reporting Fields

Create a report that pulls Homeless elements in the Filter Designer using the Student Data Type. Homeless elements are located in **Student > Learner > Homeless**.

Homeless Ad hoc Fields

Homeless Editor Fields

The homeless tool includes the following fields. Field names and available selections vary by state.

Field	Description	Ad hoc Fields

Field	Description	Ad hoc Fields
Start Date *Required*	Indicates the date the student was first considered to be homeless. Dates can be entered in mm/dd/yy or use the calendar icon to select a date.	homeless.startDate
End Date	Indicates the last date the student was considered to be homeless.	homeless.endDate
Program Status	Indicates the status of the Homeless program. Default value is the name of the program. Districts can modify this droplist.	programStatusHomelessCore
Primary Night Time Residence	The nighttime residence of the homeless student. This field may also be labeled as *Homeless Nighttime Residence* or *Primary Nighttime Residence.*	homeless.primary NightTimeResidence
Unaccompanied Youth	Indication of whether the student is unaccompanied by a parent/guardian.	homeless. unaccompaniedYouth
Homeless Served	Indication of whether the homeless student is being served by a McKinney-Vento program. This field may also be also be labeled as *McKinney-Vento*	homeless.homelessServed
Comments	Text box used to indicate any additional information regarding the student's homeless record.	homeless.comments
Created By	Displays in the Editor. Autogenerated name of district, date and timestamp indicating who created the entry. For State Edition customers, displays the state if the state created the entry.	
Modified By	Displays in the Detail Editor. Indicates the person who last saved the selected record.	

Custom Fields and Tabs

Districts have the option of adding district-specific elements to the Homeless tool. These will appear in the Detail Editor as District Defined Elements.

The Custom Attribute article explains how to add a field to the Homeless tool. Select *Homeless* as the **Screen Location**.

See the Custom article for instructions on adding a district-specific tool. Select *Homeless* as the **Tabset** and then use the Custom Attribute tool to add fields to the tool.

State-Specific Information Links

Fields vary by state. Follow these links to view Homeless information for your state. Linked articles open in a new browser tab.

- Arizona
- California
- Colorado
- Delaware
- Idaho
- Illinois
- Indiana
- Kansas
- Kentucky
- Michigan
- Minnesota
- Missouri
- Nevada
- New Jersey
- North Carolina
- Oregon
- South Dakota
- Tennessee
- Texas
- Wisconsin