

July 12, 1999

**NATIONAL SURVEY OF HOMELESS ASSISTANCE PROVIDERS AND CLIENTS
(NSHAPC)**

FILE 1: SERVICE LOCATION DATA FILE

**CODEBOOK FOR SERVICE LOCATION DATA
FROM CATI
(Includes variables created by The Urban Institute)**

The service location data in this datafile were collected by NSHAPC through computer-assisted telephone interviews (CATI). The variable CATIWGT contains the weight for each service location observation.

Variables appear in the order of their position in the database (except for the variable PVDR_ID, which is listed first). In general, this means that variables from the CATI are listed first, followed by variables created by the Urban Institute from CATI data.

SERVICE LOCATION DATABASE: DATA FROM CATI

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
PVDR_ID	Num	8	Randomly-Assigned Service Location Identifier Number
CATIWGT	Num	8	Weight for CATI program (created by UI) 0.4-138 = Weight for CATI analyses . = Not assigned a weight for CATI analyses
ISR_PROV ¹	Num	4	Interview Status Recode for Service Location (CATI Data) 1 = Interview 2 = Noninterview (refused, unable to contact, etc.) 3 = Out-of-scope (closed, does not serve homeless persons, etc.)
PRV_INT ²	Num	4	Type of interview 1 = Regular interview 2 = Partial interview 3 = Data for multiple sites/service locations collected 4 = Data for this site/service location included in another service location record 5 = Unclassified interview Blank if ISR_PROV has value of 2 (noninterview) or 3 (out-of-scope).
PRV_OSC ³	Num	4	Out-of-Scope Reason for Service Location 1 = Duplicate service location record 2 = Does not provide programs for homeless persons 3 = Permanently closed Blank if ISR_PROV has value of 1 (interview) or 2 (noninterview).

SERVICE LOCATION DATABASE: DATA FROM CATI

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
PRV_NON ⁴	Num	4	Noninterview Reason for Service Location 1 = Refusal 2 = Unable to contact 3 = Temporarily closed 4 = Other Blank if ISR_PROV has value of 1 (interview) or 3 (out-of-scope).
FINAL	Num	8	CATI Final Codes ⁵ 1 = Fully complete interview 2 = Other complete interview, does not have programs for homeless 3 = Complete, multiple sites combined data collected here 4 = Partial interview, not complete at closeout ⁴ 5 = In another case, data collected for this site 8 = Noninterview, service location permanently closed 9 = Noninterview, duplicate 11 = Noninterview, service location temporarily closed 18 = Noninterview, unavailable through "stop date" 19 = Noninterview, no knowledgeable contact available at this number 21 = Noninterview, no knowledgeable contact available at this moment 22 = Noninterview, unpublished number or no listing of number 23 = Noninterview, available number incorrect or problem dialing number 29 = Other noninterview 57 = Number correctly dialed, service location unknown at number 97 = Wrong service location interviewed 109 = Hostile breakoff 111 = Refusal 118 = Uncompleted callbacks (unable to contact on callback) 121 = Language barrier 124 = Never contacted, confirmed number 125 = Never contacted, unconfirmed number 126 = No code assigned 127 = Never tried (new case)

SERVICE LOCATION DATABASE: DATA FROM CATI

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
LOCALE	Num	3	Type of Locale ⁶ 1 = Large central city 2 = Mid-size central city 3 = Urban fringe of large city 4 = Urban fringe of mid-size city 5 = Large town 6 = Small town or rural
PSUTYPE	Char	1	Type of PSU 1 = Self-representing PSU in Metropolitan Statistical Area 2 = Non-self-representing PSU in Metropolitan Statistical Area 3 = PSU that is not in a Metropolitan Statistical Area
Q2A	Num	3	Question 2a - Do you offer an emergency shelter program? 1 = Yes 2 = No .D = Don't know .R = Refused .N = Not answered
Q2B	Num	3	Question 2b - Do you offer a transitional housing program? 1 = Yes 2 = No .D = Don't know .R = Refused .N = Not answered
Q2C	Num	3	Question 2c - Do you offer a permanent housing program for homeless people? 1 = Yes 2 = No .D = Don't know .R = Refused .N = Not answered

SERVICE LOCATION DATABASE: DATA FROM CATI

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
Q2D	Num	3	Question 2d - Do you offer a soup kitchen or meal distribution program? 1 = Yes 2 = No .D = Don't know .R = Refused .N = Not answered
Q2E	Num	3	Question 2e - Do you offer a food pantry program? 1 = Yes 2 = No .D = Don't know .R = Refused .N = Not answered
Q2F	Num	3	Question 2f - Do you offer a mobile food program? 1 = Yes 2 = No .D = Don't know .R = Refused .N = Not answered
Q2G	Num	3	Question 2g - Do you offer an outreach program for homeless persons from this location? This would be different from a mobile food program if you offer that also. 1 = Yes 2 = No .D = Don't know .R = Refused .N = Not answered

SERVICE LOCATION DATABASE: DATA FROM CATI

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
Q2H	Num	3	<p>Question 2h - Do you offer a physical health program that provides medical, dental, or other primary health care for homeless persons?</p> <p>1 = Yes 2 = No .D = Don't know .R = Refused .N = Not answered</p>
Q2HPR	Num	3	<p>Question 2hpr - Is this health care program part of a program you have already reported or is it a separate program?</p> <p>1 = Separate program 2 = Part of previously reported program .D = Don't know .R = Refused .N = Not answered</p> <p>Blank if answer to item q2h is "No."</p>
Q2I	Num	3	<p>Question 2i - Do you offer a mental health program for homeless persons?</p> <p>1 = Yes 2 = No .D = Don't know .R = Refused .N = Not answered</p>
Q2IPR	Num	3	<p>Question 2ipr - Is this health care program part of a program you have already reported or is it a separate program?</p> <p>1 = Separate program 2 = Part of previously reported program .D = Don't know .R = Refused .N = Not answered</p> <p>Blank if answer to item q2i is "No."</p>

SERVICE LOCATION DATABASE: DATA FROM CATI

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
Q2J	Num	3	<p>Question 2j - Do you offer alcohol or other drug programs for homeless persons?</p> <p>1 = Yes 2 = No .D = Don't know .R = Refused .N = Not answered</p>
Q2JPR	Num	3	<p>Question 2jpr - Is this health care program part of a program you have already reported or is it a separate program?</p> <p>1 = Separate program 2 = Part of previously reported program .D = Don't know .R = Refused .N = Not answered</p> <p>Blank if answer to item q2j is "No."</p>
Q2K	Num	3	<p>Question 2k - Do you offer HIV/AIDS programs for homeless persons?</p> <p>1 = Yes 2 = No .D = Don't know .R = Refused .N = Not answered</p>
Q2KPR	Num	3	<p>Question 2kpr - Is this health care program part of a program you have already reported or is it a separate program?</p> <p>1 = Separate program 2 = Part of previously reported program .D = Don't know .R = Refused .N = Not answered</p> <p>Blank if answer to item q2k is "No."</p>

SERVICE LOCATION DATABASE: DATA FROM CATI

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
Q2L	Num	3	Question 2l - Do you offer a drop-in center program? 1 = Yes 2 = No .D = Don't know .R = Refused .N = Not answered
Q2M	Num	3	Question 2m - Do you offer housing for migrant workers that is used to house homeless people when not being used by migrant people? 1 = Yes 2 = No .D = Don't know .R = Refused .N = Not answered
Q2N	Num	3	Question 2n - Does your organization distribute vouchers for shelter? 1 = Yes 2 = No .D = Don't know .R = Refused .N = Not answered
Q2O	Num	3	Question 2o - Do you offer housing for homeless persons who pay with housing vouchers (monies provided to them by government or charity)? 1 = Yes 2 = No .D = Don't know .R = Refused .N = Not answered

SERVICE LOCATION DATABASE: DATA FROM CATI

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
Q2P	Num	3	Question 2p - Are there any other major programs you offer that target homeless clients that we have not identified already? 1 = Yes 2 = No .D = Don't know .R = Refused .N = Not answered
Q2AFL	Num	3	Correction Flag for Q2A 1 = Entry in q2a changed to "Yes" 2 = Entry in q2a changed to "No" Blank if entry was not changed after data collection.
Q2BFL	Num	3	Correction Flag for Q2B 1 = Entry in q2b changed to "Yes" 2 = Entry in q2b changed to "No" Blank if entry was not changed after data collection.
Q2CFL	Num	3	Correction Flag for Q2C 1 = Entry in q2c changed to "Yes" 2 = Entry in q2c changed to "No" Blank if entry was not changed after data collection.
Q2DFL	Num	3	Correction Flag for Q2D 1 = Entry in q2d changed to "Yes" 2 = Entry in q2d changed to "No" Blank if entry was not changed after data collection.

SERVICE LOCATION DATABASE: DATA FROM CATI

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
Q2EFL	Num	3	Correction Flag for Q2E 1 = Entry in q2e changed to "Yes" 2 = Entry in q2e changed to "No" Blank if entry was not changed after data collection.
Q2FFL	Num	3	Correction Flag for Q2F 1 = Entry in q2f changed to "Yes" 2 = Entry in q2f changed to "No" Blank if entry was not changed after data collection.
Q2GFL	Num	3	Correction Flag for Q2G 1 = Entry in q2g changed to "Yes" 2 = Entry in q2g changed to "No" Blank if entry was not changed after data collection.
Q2HFL	Num	3	Correction Flag for Q2H 1 = Entry in q2h changed to "Yes" 2 = Entry in q2h changed to "No" Blank if entry was not changed after data collection.
Q2IFL	Num	3	Correction Flag for Q2I 1 = Entry in q2i changed to "Yes" 2 = Entry in q2i changed to "No" Blank if entry was not changed after data collection.

SERVICE LOCATION DATABASE: DATA FROM CATI

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
Q2JFL	Num	3	Correction Flag for Q2J 1 = Entry in q2j changed to "Yes" 2 = Entry in q2j changed to "No" Blank if entry was not changed after data collection.
Q2KFL	Num	3	Correction Flag for Q2K 1 = Entry in q2k changed to "Yes" 2 = Entry in q2k changed to "No" Blank if entry was not changed after data collection.
Q2LFL	Num	3	Correction Flag for Q2L 1 = Entry in q2l changed to "Yes" 2 = Entry in q2l changed to "No" Blank if entry was not changed after data collection.
Q2MFL	Num	3	Correction Flag for Q2M 1 = Entry in q2m changed to "Yes" 2 = Entry in q2m changed to "No" Blank if entry was not changed after data collection.
Q2NFL	Num	3	Correction Flag for Q2N 1 = Entry in q2n changed to "Yes" 2 = Entry in q2n changed to "No" Blank if entry was not changed after data collection.

SERVICE LOCATION DATABASE: DATA FROM CATI

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
Q2OFL	Num	3	<p>Correction Flag for Q2O</p> <p>1 = Entry in q2o changed to "Yes"</p> <p>2 = Entry in q2o changed to "No"</p> <p>Blank if entry was not changed after data collection.</p>
Q2PFL	Num	3	<p>Correction Flag for Q2P</p> <p>1 = Entry in q2p changed to "Yes"</p> <p>2 = Entry in q2p changed to "No"</p> <p>Blank if entry was not changed after data collection.</p>
AGPRIMOR	Num	8	<p>I have recorded that your agency provides (<i>program(s) with "Yes" responses in items q2a-q2p</i>). How would you characterize the PRIMARY mission of the agency that operates (this programs/these programs)? Is it primarily oriented towards --</p> <p>1 = Homeless shelter and/or services</p> <p>2 = Housing</p> <p>3 = Mental health services</p> <p>4 = Substance abuse services</p> <p>5 = Health care services</p> <p>6 = HIV/AIDS services</p> <p>7 = Veterans services</p> <p>8 = Youth services</p> <p>9 = Family services</p> <p>10 = Domestic violence services</p> <p>11 = Other (e.g., ending hunger, education)</p> <p>.D = Don't know</p> <p>.R = Refused</p> <p>.N = Not answered</p>
AGORSPEC	Char	40	<p>Agency's Primary Mission</p> <p>Blank if response to item AGPRIMOR is not "Other"</p>

SERVICE LOCATION DATABASE: DATA FROM CATI

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
F_Q2A --F_Q2P	Num	3	Edit Flags 1 = Entry was deleted 2 = Original entry was replaced with another value 3 = A missing value was replaced with data 11 = Entry is inconsistent with those for later items 12 = Entry is inconsistent with those for previous items
REVDEF	Num	4	Revised/Expanded Definition of Homelessness Services Programs 1 = A rural agency that was allowed in the sample under the expanded definition of homelessness services locations 0 = Agency does not fall under the expanded definition of homelessness services locations

SERVICE LOCATION DATABASE: VARIABLES CREATED BY THE URBAN INSTITUTE FROM CATI DATA

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
MISSION ⁷	Num	8	<p>Recoded Primary Mission of the Service Location</p> <p>1 = Homeless shelter and/or services</p> <p>2 = Housing</p> <p>3 = Mental health services</p> <p>4 = Substance abuse services</p> <p>5 = Health care services</p> <p>6 = HIV/AIDS services</p> <p>7 = Veterans services</p> <p>8 = Youth services</p> <p>9 = Family services</p> <p>10 = Domestic violence services</p> <p>11 = Other</p> <p>12 = Hunger related – ending hunger, feeding the hungry</p> <p>13 = General community services, whatever is needed, serving anyone in need</p> <p>14 = Employment, job training, job readiness, job search and placement, education and ABE</p> <p>15 = Spreading religion</p> <p>16 = Shelter, housing, and/or hunger, with or without something else (but at least two purposes mentioned, of which one was a base service)</p> <p>17 = Family, youth, and children focus</p> <p>18 = HIV and other health (primarily substance abuse)</p> <p>19 = HIV and domestic violence</p> <p>20 = Dual health and other</p> <p>21 = One health and other focus</p> <p>22 = Disabilities</p> <p>23 = Rental/Housing Assistance</p> <p>24 = Homeless elderly</p> <p>25 = Ex-offenders</p> <p>26 = Halfway houses</p> <p>.D = Don't know</p> <p>.R = Refused</p> <p>. = Missing</p>

SERVICE LOCATION DATABASE: VARIABLES CREATED BY THE URBAN INSTITUTE FROM CATI DATA

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
UI_SK	Num	8	Soup Kitchen Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
UI_OTR	Num	8	Other Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
URBRURAL ⁸	Num	8	Urban/Rural Status of Service Location or Program 1 = Central city 2 = Suburban/urban fringe 3 = Rural . = Missing
PROVIDER	Num	8	UI-Defined Service Location 1 = Service location 0 = Not a service location
UI_ES	Num	8	Emergency Shelter Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing

SERVICE LOCATION DATABASE: VARIABLES CREATED BY THE URBAN INSTITUTE FROM CATI DATA

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
UI_TS	Num	8	Transitional Housing Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
UI_PH	Num	8	Permanent Housing Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
UI_FD	Num	8	Food Pantry Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
UI_MF	Num	8	Mobile Food Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
UI_OUT	Num	8	Outreach Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing

SERVICE LOCATION DATABASE: VARIABLES CREATED BY THE URBAN INSTITUTE FROM CATI DATA

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
UI_HLT	Num	8	Physical Health Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
UI_MH	Num	8	Mental Health Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
UI_ALC ⁹	Num	8	Alcohol/Drug Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
UI_HIV	Num	8	HIV/AIDS Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
UI_DRP	Num	8	Drop-in Center Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing

SERVICE LOCATION DATABASE: VARIABLES CREATED BY THE URBAN INSTITUTE FROM CATI DATA

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
UI_DVCH	Num	8	Distributes Vouchers for Shelter Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
UI_HVCH	Num	8	Provides Housing for Those Paying with Vouchers Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
UI_FEMA	Num	8	Housing/Financial Assistance Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
UI_ED	Num	8	Education and Training Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
UI_SOC	Num	8	Social Services Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing

SERVICE LOCATION DATABASE: VARIABLES CREATED BY THE URBAN INSTITUTE FROM CATI DATA

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
UI_MIG	Num	8	Migrant Housing Used for Homeless Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
UI_CARE	Num	8	Child Care/Development Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
UI_CLOTH	Num	8	Clothing Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
UI_DMST	Num	8	Domestic Violence Program (UI recode of Q2-series responses) 1 = Yes, program is offered 2 = No program offered . = Missing
NUMPROGS ¹⁰	Char	3	Number of UI-Defined Programs Attached to Service Location 0-3 = Number of attached programs 4+ = 4 or more programs are attached to service location . = Missing

SERVICE LOCATION DATABASE: VARIABLES CREATED BY THE URBAN INSTITUTE FROM CATI DATA

VARIABLE NAME	TYPE	LENGTH	DESCRIPTION
FINALFLG	Num	8	Flag for Variable FINAL (Identifies cases where the value of FINAL was changed in September 1997, during data processing) 997 = Value for FINAL was changed in September 1997 Blank if FINAL was not changed in September 1997.

NOTES

1. The recode ISR_PROV was assigned by using the variables FINAL, QUA, the program screener items (QUA-QP) and the data variables (Q2D1-Q3A25):
 - Interviews* (code 1) - Case does not meet conditions for "Out-of-scope" (below) **and** the correct service location was interviewed **and** one or more of the data variables have good entries;
 - Out-of-scope* (code 3) - Variable FINAL has a value of 2, 8, or 9 **or** item QUA has a "No" response **or** all of items QUA-Q2P have a "No" response;
 - Noninterview* (code 2) - Case does not meet any of the conditions above.

2. PRV_INT was assigned to cases where data were collected by using the variable FINAL:
 - Regular interview* (code 1) - FINAL has value of 1 (fully complete interview);
 - Partial interview* (code 2) - FINAL has value of 4;
 - Data for multiple sites/service locations collected in this record* (code 3) - FINAL has value of 3;
 - Data for this case collected in another record* (code 4) - FINAL has value of 5;
 - Unclassified interview* (code 5) - FINAL has a value other than 1, 4, 3, or 5.

3. PRV_OSC was assigned to cases that were out-of-scope for the survey by using the variables FINAL, QUA, and QUA-Q2P:
 - Duplicate* (code 1) - FINAL has value of 9 to indicate this case had more than one chance to be selected for the survey; i.e., it was listed on the universe file more than once;
 - Does not provide programs for homeless persons* (code 2) - FINAL has value of 2 **or** the response to item QUA is "No" **or** all of items QUA-Q2P have a "No" response;
 - Permanently closed* (code 3) - FINAL has value of 8.

4. PRV_NON was assigned to cases that were eligible for the survey but no data were collected by using the variable FINAL:
 - Refusal* (code 1) - FINAL has a value of 109 or 111 to indicate that the service location's staff was unwilling to provide information about their programs;
 - Unable to contact* (code 2) - FINAL has a value of 18, 19, 21, 22, 23, 57, 97, 118, 124, or 125 to indicate the CATI interviewers were unable to contact the service location or to contact a knowledgeable respondent for the service location;
 - Temporarily closed* (code 3) - FINAL has value of 11 to indicate that the service location was not in operation at the time of the CATI data collection;
 - Other* (code 4) - Data were not collected for some other reason.

5. For a few cases, the CATI final code was changed after data collection because of information contained in notes provided by the CATI interviewer or by respondents during telephone calls to Census headquarters. For these cases, the code assigned during data collection is provided in the variable ORIGOUT.

6. The variable LOCALE describes the type of community where the service location is located. The place name and ZIP code of the service location were matched to Census records to determine community size and relationship to urbanized or rural places. The definitions of "large city," "small town," etc., are those used for the Census:
 - Large city* - Central city of a standardized metropolitan area having a population greater than or equal to 400,000 or a population density greater than or equal to 6,000 people per square mile.
 - Mid-size city* - Central city of a standardized metropolitan area having a population less than 400,000 and a population density less than 6,000 people per square mile.
 - Urban fringe of large city* - Place within a metropolitan area of a large city and defined as urban by Census.
 - Urban fringe of mid-size city* - Place within a metropolitan area of a mid-size city and defined as urban.
 - Large town* - A town not inside a metropolitan area; has a population greater than or equal to 25,000.
 - Small town* - A town not within a metropolitan area; has a population less than 25,000 but greater than 2,500.
 - Rural* - A place with fewer than 2,500 people or a place designated as rural by Census.

7. MISSION was first set equal to the variable AGPRIMOR (primary mission of the agency) and was then recoded after reviewing the responses to AGORSPEC.

8. URBRURAL was assigned using the variables LOCALE and PSUTYPE.
 - Central city* (code 1) - LOCALE has a value of 1 or 2
 - Suburban/urban fringe* (code 2) - LOCALE has a value of 3 or 4; **or** LOCALE has a value of 5,6, or 7 and PSUTYPE has a value of 3
 - Rural* (code 3) - LOCALE has a value of 5, 6, or 7 and PSUTYPE does not have a value of 3

9. The recoded program variables (UI_ALC, UI_CARE, etc.) were created using the Q2-series of responses. Among other corrections, health programs (either physical health, mental health, alcohol/drug or HIV/AIDS program), migrant housing, other program, education, social services, financial and housing assistance, child care, clothing or domestic violence programs that were located with an emergency, transitional, permanent housing or soup kitchen program were reclassified as a service; not counted as a program.

10. NUMPROGS was assigned by counting the number of UI-defined programs (the variable UI_PRG) that were found for each service location. This variable was topcoded - any value greater than 4 was coded as 4.