

SURVEY OVERVIEW

Citygate Network's 2019 Snapshot Survey

January 2019

TO: Citygate Network Member Mission CEOs and Count Coordinators
FROM: Brad Lewis, Director of Communications, Citygate Network

Citygate Network will conduct its annual Snapshot Survey on **Thursday, February 7**. Because of the recent government shutdown and variance in when local Continuums of Care conduct their point-in-time counts, we are extending the span of dates for our Snapshot Survey so that you now have February 1–21 to conduct our count.

Citygate Network members participate in the Snapshot Survey by recording and reporting on demographics of individuals and families utilizing mission services. These results will provide Citygate Network and your mission a point-in-time picture—a snapshot—of the need in your community and the individuals rescue missions and kindred ministries are serving across North America.

Media Requests The survey is one of the most requested and used pieces of information that Citygate Network provides. Local and national media outlets use the demographic results as a resource for stories on homelessness. Many have commented that the size of our sample (16,000 to 20,000 each year) makes our survey one of the most accurate and up-to-date of its kind.

Local Interest in the Survey The Snapshot Survey generates more interest from people outside the association than any other study completed by our members. We'll provide local and national results, along with a press release template that you can use to share your story and compare your local mission numbers to those of missions across North America.

Results You Can Access and Use A full report of the network-wide results will also be posted on Citygate Network's website.

Survey Date is February 7 (with Flexibility) The official survey date is **Thursday, February 7**. However, you may complete the survey on the day most convenient for your mission between February 1 and February 21. If you need to conduct the survey outside of those dates, please contact me at blewis@citygatenetwork.org to discuss the details.

Who to Survey If possible, survey everyone using mission-offered services, including your program participants and those coming for a meal, day room, clothing, the chapel service, etc. in a single 24-hour day. If that's not practical, collect as many responses as you can.

Download and Print Forms Visit www.citygatenetwork.org/snapshot to download all survey forms. Remember to print enough copies of the Facilitator's Form to use at all your facility entrances. You can also download the Survey User Guide for helpful information on how to complete the survey.

Report Survey Numbers Online by March 1 In order for us to release the information as quickly as possible, please compile your results and file them by **Friday, March 1**. Submit your data via <https://www.surveymonkey.com/r/CitygateSnapshot19>.

If you have questions, call me at (719) 266-8300, ext. 103.

I appreciate your participation!