June XX, 2024

HMIS Release Notes

By-Name-List Version 2 (BNL v2) User Guide

# What are the changes?

**New BNL v2 User Guide**

A guide has been put together to summarize the specifications of the report logic and rules that determine what clients are and are not pulled into the report. It also details the purpose of the report and how to use the report to identify clients in need of housing. The report uses criteria and parameters that define how long clients are kept on the report and what triggers clients to drop off the report.

The guide provides short descriptions of the most commonly used features of the report, cautions about interpreting and using the report data, and the HUD defined Qualifying Literally Homeless Programs and Current Living situations for reference.

The detailed logic rules can be found in the Full Report Documentation link below.

<https://docs.google.com/document/d/1KkqgMLYqspszwTr1unH3plSul76w_1l0Z0UTM8RgeNs/edit>

# What is the purpose of the guide?

The guide is intended to be a quick reference as an alternative to interpreting the Full Report Documentation. The Documentation is updated regularly so that the most recent information is always available.

# How does this help?

Many users find the technical language and criteria for the report difficult to interpret. The guide is intended to summarize the most used features of the report into easier to understand language.

# When will I see this change in HMIS?

The User Guide is available and will be updated as changes are made to improve the report over time.

How do I access the BNL V2 User Guide?  
The guide is available through the link below.

<https://docs.google.com/spreadsheets/d/1GdUuVhd_KUwjgp-kENK6epMBxmkxsXLVQVWj5IIaVck/edit?gid=1838295950#gid=1838295950>