

Rough Sleeping Snapshot Estimates

Robust verification guidance for verifiers

If a **count-based estimate** has changed to either an **evidence-based estimate**, or an **evidence-based estimate including a spotlight count** due to unforeseen circumstances, then please follow the guidance below:

1. Contact the LA lead to find out the estimate meeting details (date, time, online link). *Estimate meetings must take place on a date that is after the LA's chosen 'typical' night*
2. Confirm your attendance to the online estimate meeting to verify. **Please contact verifiers@homelesslink.org.uk if you are unable to attend the estimate meeting as another verifier will need to be matched to this meeting**
3. Attend the online estimate meeting to verify and complete the Estimate verification form. Once the form is completed please send the completed form to verifiers@homelesslink.org.uk as the Rough Sleeping Snapshot Estimate Project Coordinator will need to review this form before the LA receives the form confirming verification
4. Contact the independent partner (someone not commissioned or funded by the LA) separately after the estimate meeting to ask the questions on the 'Robust verification questions' document. Please complete this document in full
5. Contact another partner agency (choose at random) who took part in the process separately after the estimate meeting to ask the questions on the 'Robust verification questions' document. Please complete this document in full
6. Once the 'Robust verification questions' document has been completed with answers from both an independent partner and another partner agency please email this document to verifiers@homelesslink.org.uk
7. All of the above steps must be completed for the LA area to be verified by Homeless Link. The LA will only be verified once the Estimate verification form and Robust verification questions document have been reviewed by the Rough Sleeping Snapshot Estimate Project Coordinator.

If you have any questions or queries on the above process then please email verifiers@homelesslink.org.uk, or phone the Rough Sleeping Snapshot Estimate Project Coordinator directly.