

HMIS Fee Policy FY2024

Site and Program Tier System by Number of Programs

To accommodate the increase in contractual fees from the HMIS software provider, annual HMIS User fees will increase by 3% each year starting in FY2024. Agencies will be charged a flat fee for each program, up to a maximum of nine programs, after which a cap is reached. Additionally, there will be a prorated per-program fee for any new programs started during the year, along with a one-time set up fee of \$1,000 per program. New programs will not be added to the HMIS until all fees are collected.

The one-time set up fee will not be impacted by the annual increase.

Examples for cost of adding projects to HMIS:

1 program add-on to already existing Site in July.

Pro-rated would be \$300 for the remainder of the year (3 months). *

Plus a one-time set up fee of \$1,000.

This would be an upfront cost totaling \$1,300 for this program prior to entry into HMIS.

Annual billing would fall under Tier I or II for the entire organization.

2 programs added at beginning of annual billing

\$0 pro-rate would apply if the program's start date aligns with the annual billing.

\$2,000 for one-time set up fees would be applied.

Upfront cost totaling \$2,000 for this program prior to entry into HMIS.

The programs would then fall under the annual billing for the entire organization (either Tier I or II).

Custom Reporting

Our HMIS offers a variety of valuable reports to help partners monitor client success. These reports are integrated into our system and are readily accessible to community partners. For custom reports tailored to an agency's specific needs, there is a service charge of \$125 per hour, with a minimum fee of \$125. Edits or updates to existing reports will be considered case by case and are subject to fees. Community partners can request a consultation with the HMIS team to receive an estimated cost of services. All consultations provide the best possible estimates but are subject to change. Final billing will occur after the report is completed. The report will be launched and made available once payment is received.

*Prorated amount based on annual amount for HMIS User Fees and will adjust dependent on fee amount each year. Numbers mentioned are estimates and should only be used to help predict future costs of services.

HMIS Fee Schedule 2024- 2027

Below annual fees are broken down by project type and fiscal year. Agencies will receive an invoice for fee collection. Annual fees are due on October 31 of each year.

Level	Number of Programs	FY 24 Fee	FY 25 Fee	FY 26 Fee	FY 27 Fee
Tier I	Per Program (1- 8)	\$1,236.00	\$1,273.00	\$1,311.00	\$1,350.00
Tier II	9+ Programs	\$11,124.00	\$11,457.00	\$11,800.00	\$12,154.00