

HMIS Implementation Sample Skills Matrix

Skill/Experience Area	Staff #1	Staff #2	Staff #3	Staff #4	Staff #5
Homeless Provider Operations	✓	✓	✓	✓	✓
HUD and Continuum of Care Planning, Grant Application, and Reporting	✓	✓	✓	✓	✓
Federal, State & Local Government	✓	✓	✓	✓	✓
Not-for-Profit Organizations	✓	✓	✓	✓	✓
Strategic Planning	✓	✓	✓	✓	
Group Facilitation & Group Dynamics		✓			
System Requirements Definition	✓		✓	✓	✓
RFP Development	✓		✓	✓	
Software Selection	✓		✓	✓	✓
System Integrator Selection	✓		✓	✓	✓
Hardware Selection					✓
Vendor Contract Negotiations	✓		✓		
Budget & Technology Costing			✓	✓	
Project Management	✓		✓	✓	
Implementation Planning	✓		✓	✓	
Project Governance	✓	✓			
Public Relations	✓	✓			
Project Marketing & Communication	✓	✓			
System Administration	✓	✓		✓	✓
Training Program Design	✓		✓		
User Training		✓		✓	✓
System Administrator Training		✓		✓	✓
System Interface Programming	✓		✓		✓
Data Conversion Analysis & Programming	✓				✓
Help Desk Support	✓	✓			✓
Reporting and Data Analysis		✓		✓	
Custom Report Development		✓		✓	