

FY26 to FY27 Data Quality Manual Changes Summary

Effective-date comparison: October 1, 2025 to October 1, 2026

Executive Overview

FY27 is an evolutionary update rather than a complete rewrite. Most core business rules remain unchanged, while the manual adds Flex-to-Flex API guidance and clarifies several provider data-entry, household, referral, consent, Site ID, and closing-reason requirements.

Key Changes and Manual Page References

#	Change	What Changed in FY27	FY26 Page(s)	FY27 Page(s)
1	New Flex-to-Flex API section	Adds guidance for agencies using their own Webauthor Flex system (PFlex), including eligibility, setup, nightly transfers, system alignment, included and excluded data, and provider responsibilities.	Not included	39–41
2	Referred From explicitly required	FY27 states that Referred From is required in both JWB Flex and Direct Data Upload guidance.	12; 29	12; 29
3	Participant Groups added	Documents the optional JWB Flex grouping feature used to filter attendance grids for participants who receive services together.	Not included	19
4	Household-record clarification	If a different parent or guardian signs a new consent form but household information remains unchanged, update the existing household rather than creating a new one.	6; 21	6; 21
5	Expanded participant deletion rule	DDU deletion guidance now includes a participant who does not have a valid JWB consent form.	21	21
6	More specific timeliness language	The two-week expectation now explicitly covers demographic, episode, service, and measure data entered within two weeks of collection unless otherwise stated.	4	4
7	Updated housing terminology	Several references change from “homeless” to “unhoused,” including Safe Haven, shelter-service, and DDU address examples.	10, 14, 16, 23, 27, 31–33	10, 14, 16, 23, 27, 33
8	Expanded Site ID requirements	Site IDs are clarified as JWB-assigned, program-specific, unique even when programs share a location, and required to match approved Site IDs in DDU files.	35–36	36
9	Education picklist revision	The school-aged DDU option changes from “GED or High School Equivalent” to “High School Graduate or GED,” with descriptive wording.	26	26
10	Closing-reason changes	FY27 expands definitions for Funding Ended / Site Closed and Program Funding Transferred, and no longer lists Program Data Transferred to Data Warehouse separately.	34–35	34–35

Most Important Operational Impacts

For all providers

Treat Referred From as required, apply the clarified two-week entry expectation, and avoid creating a new household when only the consenting parent or guardian changes and household information is otherwise unchanged.

For Direct Data Upload providers

Review consent-based deletion rules, confirm program-specific Site IDs, and validate education and closing-reason mappings against FY27 guidance.

For eligible PFlex providers

Use the new Flex-to-Flex API section for setup, field and rule alignment, nightly incremental transfers, and continued direct entry of excluded information.

Bottom line: The largest FY27 change is the new Flex-to-Flex API guidance. The most immediate provider-facing changes are the required Referred From field, expanded timeliness language, household and consent clarifications, and stronger Site ID guidance.