

## Host Home Stipends

### Background

Host Homes is a housing model in which a family agrees to permit a youth to reside with them. The residence is in a community-based setting and the youth is without a lease or an occupancy agreement. The family could be related to the youth and the length of stay may be time-limited or without time limits. Recognizing that the addition of another person in the home may increase costs to the family, HUD will subsidize the additional costs attributable to housing the youth.

**Expenses related to Host Home stipends must be eligible costs found under 24 CFR 578.53 - Supportive Services as stated in your Host Homes subrecipient agreement. RTFH, as the project applicant, has developed a Host Homes Stipend Schedule that describes how costs were determined.**

### Host Homes Stipend Guidelines

1. Hosts may receive a **maximum monthly stipend of \$350 to offset food costs and \$150 to offset transportation costs to support the youth/young adult in a host home for a total amount not to exceed \$500.** If the stipend is less than \$500, 70% of the stipend cost must be allocated to food costs and 30% to transportation costs. The stipend is voluntary, and the host can choose whether or not to receive the stipend based on their own needs.
2. Monthly stipends are calculated for calendar months, not any 30-day period.
3. If a youth/young adult is in the Host Home for less than (15) days during a calendar month, the stipend amount will be prorated using a daily rate formula of the stipend amount (up to \$500 maximum) divided by 30 days.

*“For example, a youth stays with a host for 13 days during the month of March. The agreed upon stipend is \$500 per month. The pro-rated daily rate is \$16.65 (500/30days) x 13 days or \$216.45. Stays of 15 days or longer will be compensated at the full monthly agreed upon stipend amount up to \$500 maximum”.*

### Subrecipient Reimbursement Documentation

To receive reimbursement for stipend costs, subrecipients must submit to RTFH:

- **Host Home Agreement.** The agreement between the host, youth, and subrecipient that outlines how the stipend will be used. A copy should remain in the client file.
- **Stipend Receipt.** The following items must be submitted to RTFH along with an invoice, and a copy should remain in the client file:
  - Monthly amount paid consistent with the policies set forth above
  - Form of payment
  - Whom it was paid to
  - Date it was paid
  - Copy of the general ledger with the stipend payment highlighted