



Host Home Toolkit | November 2019

Mentor Home Agreement

While providing housing to a participant (the “Participant”) under the Heartstrings Program (the “Program”), the undersigned mentor(s) (whether singular or plural, the “Mentors”) hereby agree to take or refrain from taking, as applicable, the following actions:

- To provide safe, stable housing to the Participant for the duration of his/her stay in the home of the Mentors.
- To provide life skills mentoring on the topics listed on Exhibit A.
- To work with the assigned Youth Coordinator of the Program (the “Youth Coordinator”) if the Mentors need to acquire respite care for the Participant.
- To be mindful of the Participant’s school and/or work attendance and to report any attendance issues to the Youth Coordinator.
- To act in ways that provide a positive role model for the Participant.
- To not tolerate any illegal activity by the Participant. If the Mentors suspect that any illegal activity has occurred or is likely to occur, the Mentors will report such to the Youth Coordinator.
- To discuss the Mentors’ expectations with the Participant regarding house rules, including those listed in Exhibit B.
- To submit an itemized invoice each month the Participant lives in the home of the Mentors, by the 10th day of the following month. The Mentors will be reimbursed a maximum of \$300 per month for reasonable and documented expenses of the Participant. The Mentors will be reimbursed on a pro rata basis for any partial months that the Participant lives with the Mentors.
- To allow the Youth Coordinator to visit the Participant once a month in the Mentors’ home, upon reasonable advance notice and at reasonable times.
- To allow the Mentor Home Coordinator of the Program to visit the Mentors and the Participant once a month in the Mentors’ home, upon reasonable advance notice and at reasonable times.

- To notify the Youth Coordinator of any difficulties the Mentors are experiencing relating to the Participant.
- To notify the Youth Coordinator immediately of any serious illness, hospitalization or accident of the Participant or any other person living at the Mentors' home.
- To respect the confidentiality of information concerning the Participant's (or his/her family's) physical, mental and social background, and to share this information only with appropriate persons specifically authorized to receive it.
- To attend a Virtus training "Protecting God's Children" session as part of the orientation process, (to be provided by Catholic Charities).

The Mentors understand that being a mentor and providing a home to the Participant is voluntary, and the Mentors may resign upon the earlier of (a) the delivery of notice to the Program two (2) business days prior to such resignation [and (b) upon the Participant's material violation of the House Rules listed in Exhibit B, in each case], if reasonable accommodations can be arranged for the Participant after such resignation. ¹

Mentor:

Name: _____

Date: _____

Mentor:

Name: _____

Date: _____

¹ This paragraph requires further consideration to the extent there may be potential conflicts with landlord/tenant or similar laws.

Program:

Name: _____

Date: _____

Exhibit A: Life Skills

1. Education and discipline
2. Positivity
3. Working well with others
4. Organizational skills
5. Workplace practical advice

Exhibit B: House Rules

[Mentors: Think about the house rules you plan to use. House rules should be reviewed with your mentee and posted where both mentors and mentees can refer to them easily. We have listed some broad categories below for your consideration.]

Attendance at School & Work

Audio/video equipment (mentor/student) / Internet Access

Bedroom (student)

Chores/Tasks

Clothing

Curfew & Overnights

Destinations

Food Consumption

Friends (student) / Dating

House keys

Language

Medications

Pets

Privacy

Report Whereabouts (Permission vs. Reporting)

Vehicles/Transportation