

HOST CONGREGATION PROSPECTS – FAQ’S

Updated: 3/5/2019

- 1) What is the cost of hosting?
 - There is no cash cost to hosting. Congregations are asked to provide in-kind support by providing a safe place to sleep, an evening meal, plus breakfast and lunch supplies for the host week (sent to the day center on the van early in the week).
- 2) Is there an additional financial responsibility for host congregations?
 - Some congregations choose to support Family Promise financially. However, this is not an obligation to be a hosting congregation.
- 3) Are there a minimum number of weeks a congregation must host?
 - Yes. In order to be a host congregation, a congregation must agree to no less than 3 weeks of hosting per year.
- 4) What are the insurance requirements for hosting?
 - Family Promise of Greater Phoenix maintains \$1 million, per incident, and \$3 million aggregate general liability insurance for client families. This coverage also is in force at the host congregational locations. Host congregations are given ‘Additional Insured’ status on the Family Promise insurance policy. Certificates are provided to the congregation.
- 5) What are the mandatory requirements of all host Congregations?
 - Attending at least 1 host-coordinator meeting/year.
 - Recruiting volunteers to prepare and clean up evening meals (7 days/host period)
 - Backup in the event of no-shows during the hosting week.
 - Training of new volunteers, after the initial staff training, for hosting
- 6) What if there is an emergency when I am hosting?
 - Emergencies related to health or safety require a 911 call, followed by a call to the Emergency Staff contact at Family Promise. The Emergency phone number is on the Medical box which travels with the families to every host Congregation (nightly).
- 7) What are the hosting daily times (AZ specific)?
 - Evening arrival 5:45 – 6 pm
 - Evening meal 6:00 pm
 - Bedtime: 9p.m. We encourage all families to be quiet and in their sleeping quarters by 10pm
 - Morning bus pickup: 5:30 am M-F, 7:30 am Sat-Sun. Note: Times can be changed at the request of the congregation but do require staff approval. Normally, only weekend changes are permitted. Some congregations want to serve breakfasts on the weekend. That is optional based upon Family Promise approval in advance.

8) How many volunteers are necessary for hosting?

- Usually:
 - 1 Host coordinator (ideally 2 Co-host coordinators)
 - 3+ people to setup the beds on Sunday (blow up mattresses, make the beds, etc.)
 - 2 people providing the evening meal & cleanup.
 - Optional volunteers for evening activities
 - 2 overnight chaperones (1 is allowed – if necessary)
 - 3+ individuals to take down the beds and stuff the sheets and blankets into the pillow cases
 - 1 individual to move the beds to the next hosting congregation, unless the congregation owns its own set up blow-up beds (We have a bed acquisition program)
 - Multiple congregational volunteers to take the dirty linens home to clean, fold and return them for the next hosting. Many Congregations place the pillowcases stuffed with one dirty bed set in front of the sanctuary entrance prior to the Sunday service after hosting. Members are asked from the pulpit to take a bag, wash, fold, and return them to the Congregation (clean), stuffed back in the pillow case for the next hosting.

9) What are the food responsibilities for a host congregation?

- Hot dinner nightly Sunday through Saturday (7 nights)
- One week's worth of breakfast and lunch supplies, based upon a needs list provided by the staff prior to hosting. This is normally milk, cereal, lunch meat, bread, etc. This amounts to about a \$100-\$150 investment by the congregation for the hosting week.

10) Who is the main contact at Family Promise, for host Congregations?

- Kristina Sharma is Volunteer Coordinator for Family Promise. Her phone is: 480-750-8902
 - Logistics
 - Family Information
 - Vans/Drivers

11) What are the rules regarding preaching/converting families to a specific faith?

- Proselytizing (Preaching or seeking to convert families) is strictly prohibited within the host network. Congregations can walk their faith but cannot seek to convert families while hosting.

12) Can one person be the overnight chaperone?

- Yes, although optimum would be a man and woman.

13) How many people and families are usually in the program?

- Normally, there will be 4 families, between 12-17 individuals (60% kids)

14) Do I have to be concerned about dietary needs?

- Special dietary needs are rare. However, the Program Coordinator would notify the Host Coordinator the Thursday before the families arrive of any special dietary needs. These are not preferences but allergies for food exclusions for religious reasons.

15) What's involved in moving the beds?

- The beds, Coleman twin blow-up mattresses, are stored in two large bags for transporting in a car. The Program Coordinator will inform the Host Coordinator of the next hosting Congregation, prior to hosting. The Host Coordinator will then contact the Host Coordinator at the next Congregation and coordinate delivery of the beds to the next hosting location. Some Congregations have secured their own beds, through our 'Own Beds' Program. In this case, beds will be delivered back to our day center in Scottsdale during the week after hosting.

16) How do we know where we transfer the beds to?

- Each Host Coordinator is given a list, with dates, of all hosting congregations. In addition, the Program Coordinator will notify you of the next hosting congregation.

17) Can my congregations take families on field trips?

- Yes, subject to approval of the Program Coordinator at Family Promise. If transportation is needed, it can usually be provided as well. Planning is key to a successful field trip with the families.

18) Can we transport families in our own vehicle?

- Absolutely not. This is due to the liability associated with the transporting of these family members in personal cars. Emergency personnel can transport families, or staff.

19) How are prescription drugs handled?

- All prescriptions are kept in locked boxes kept, and managed, by each family. Over the counter medicines are kept in a medical box accessible by clients, although kept under lock by volunteers while hosting.

20) Can all the families sleep in one room?

- Yes. However, it is preferable to separate the families into private rooms. A number of congregations use the gym for hosting and separate the families with tarps. Although this is only limited privacy, it is still preferable to having all the families in one common space.

21) Can congregational volunteers supervise kids without parents?

- No. All parents are required to supervise their own kids. This is a safety issue. Parents know the challenges that each child brings to the homeless experience, and how to manage those issues. As a result, we always require at least one parent to maintain supervision over their children at all times.

22) Do we have to have evening activities?

- No. Some Congregations have extensive evening activities, and some don't have any. The families are comfortable in both situations, in that sometimes they are simply tired and want to rest.

23) How do we know the homeless families are safe?

- Each adult in the program goes through an extensive background check, drug testing, and numerous screenings to assure our congregations, and the other families, that they are safe. Although history cannot guarantee future outcomes, Family Promise has an exemplary record of quality clients and safety. It is our intention to continue providing safe and motivated families in our program.