

Leeds Asylum Seekers Support Network

GRACE HOSTING PROJECT: Guidelines for Referral Agency Staff

Grace Hosting is a scheme run by volunteers, who arrange temporary emergency accommodation for homeless refugees, asylum seekers and failed asylum seekers.

Accommodation is provided in the homes of volunteers, who provide an evening meal, bed, breakfast and washing facilities for between one and six nights. Volunteers receive no payment for taking part in this scheme.

Criteria for referrals

Clients must be:

- Either refugees, asylum seekers or failed asylum seekers.
- Homeless, destitute or vulnerably accommodated

Grace Hosting is **not** suitable for:

- People with (or with a recent history of) serious mental health problems, or who are showing signs of acute mental distress
- People whose behaviour may cause alarm or distress to a Host or their household.
- Other migrants

To make a referral:

- go to our website <http://lassn.org.uk/coordinators> and find out who is co-ordinating today
- phone the coordinator, and provide them with the following information:
 - Your name, telephone number and what time you are available until
 - The name of the person you are referring, their age, gender, country of origin, languages spoken, level of English and current asylum status
 - Any dietary requirements and relevant health issues
 - Where they stayed last night

Once you have called the coordinator will to try to find a volunteer hosts to see who is available – this can sometimes take over an hour so please be patient.

Please be aware that our volunteers are often working from home, or at work, and so may not be able to help as quickly as you might like.

If your referral is successful and the co-ordinator finds an available Host it is important for you to explain to the client:

- How to get to the Host's house (nb please do **NOT** give the host's telephone number to the client unless the host has given you permission to do so)
- That clients are not allowed to remain in the Host's house during the day
- That they will need to find somewhere else to stay, after the agreed number of nights
- The conditions set down by the available Host
 - The time at which the Host is expecting them to arrive
 - Many hosts request that guests do not smoke in the house.
 - Some hosts may also have a pet which can sometimes be alarming to clients not used to domestic pets.

If necessary, please help your client plan their journey using [WY Metro's Journey Planner](#), and provide them with the bus-fare.