

Youth & Young Adult Participation Stipend Policy

Background

A Way Home Washington (AWHWA) is committed to centering youth voice, choice, and leadership. AWHWA compensates all young people with lived experience of homelessness aged 12-24 for their time and expertise when they participate in our programs, including the Anchor Community Initiative (ACI).

ACI Stipend Funding Requirements

A Way Home Washington distributes funds to pay for stipends to a designated agency (“local agency”) in each Anchor Community.

A Way Home Washington expects the local agency to only spend the funds provided on youth and young adult (YYA) stipends related to the ACI, and to pay YYA in accordance with the guidelines and expectations below. The local agency assumes full responsibility for determining the form of payment (i.e. gift cards, checks, etc.) and for the safekeeping of the funds. The local agency is also responsible for tracking stipend payments and is expected to provide reports of total stipend expenses monthly to the Program Operations Manager, Zane Ellis.

YYA Participation Guidelines and Expectations

The [Gold Standard for YYA Engagement](#) in the ACI is: Each Anchor Community has at least 2 young people participating in Core Team meetings as full members, and has a structure in place for ensuring a body of young people outside of the Core Team choose some improvement projects that the Core Team implements for each reducing goal. Stipend funds should be used to support Anchor Communities to achieve this standard of YYA engagement.

Local agencies are expected to provide stipends in accordance with the rates listed below for young people age 12-24 that participate in local ACI work, including attending local Core Improvement Team meetings, Community Team meetings, prep and debrief, and activities outside of these that are focused on ACI work. Local agencies are responsible for collaborating with Local Coordinators and Leads to ensure that they stay within their stipend budget. If you have any questions email Azia (aruff@awayhomewa.org).

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Examples of ACI work young people may be involved in are: *:

ACI Body	Projected Hours
Core Improvement Team	3 hours per month (not including prep)
Community Team	1-1.5 hour bi-monthly (not including prep)
Youth Advisory/Action Board/Committee	1-2 hours per meeting (not including prep)
Subcommittee Group	1.5 hours (including prep)
Focus/Information Gathering Group	2 hours (not including prep)

*These are not the only meetings YYA on your core improvement team can be stipended for. If you have any questions email Azia (aruff@awayhomewa.org), to see if the activity you have in mind qualifies for stipending.

Stipend Rates

Meeting Hours + Travel Time	Stipend
2 hours or less	\$40
2 to 4 hours	\$80
4 to 24 hours	\$160

Travel Time

Stipend payments must include travel time. For example, if a young person attends a 2-hour meeting and traveled 1-hour total to and from the meeting, they will receive a stipend in the amount of \$80 for 2 to 4 hours.

Overnight Meetings

If a young person attends a pre-approved ACI event or meeting that takes place over 2 or more days, they will receive a stipend in the amount of \$160 per day for 4 to 24 hours.

Tax Requirements

If a young person receives stipends that total \$600 or more in a calendar year, the federal Internal Revenue Service (IRS) will require the local agency to send them a 1099-MISC form. This form helps the IRS track how much the youth or young adult can expect to pay in taxes. They will receive the 1099 form in the mail by the end of January the year after they received the stipends. The information on the 1099 form will be entered by the young person. **The local agency is expected to connect young people to tax preparation resources in their area.**

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