

A Vermonter's Guide to Homesharing

by

Project Home

Burlington, Vermont

Helen Head and Stacey Z. Symanowicz

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Published by
Project Home
Three Cathedral Square
Burlington, Vermont 05401

Design/Production: Futura Design, Shelburne, Vermont

Welcome to this Guide

A Vermonter's Guide to Homesharing is designed to make homesharing possible for people of all ages. It contains information on how to decide whether homesharing is right for you, how to find the right homesharer, and how to make homesharing work. Throughout this guide, fill-in-the-blank questionnaires and checklists help the reader through the process.

This guide is produced by Project Home, a non-profit homesharing and caregiving agency. Since 1982, Project Home has helped elders and people with disabilities in Chittenden County to remain living in dignity in their homes by bringing them together with people seeking affordable housing and/or caregiving opportunities. Project Home provides help with recruiting homes and homesharers, conducts extensive interviews and screening, and assists people with creating and maintaining homesharing partnerships. In addition, Project Home helps elders and people with disabilities to find caregivers to help with non-medical personal care, both on a live-in and hourly basis. Project Home is available to provide information and advice about homesharing to people both within and outside Chittenden County.

Thanks go to authors Helen Head and Stacey Z. Symanowicz, as well as editors Mary Sapienza, Kendra Henson, Collette Charland, and Annmarie Geffken Miner. Special thanks to the Corporation for National Service for its AmeriCorps*VISTA volunteer support and the Burlington Free Press Foundation for financial support of this guide.

**Project Home
Three Cathedral Square
Burlington, Vermont 05403
802/863-5625**

Project Home is fully accessible to people who have a disability. VTRS messages may be relayed through 1-800-253-0191. Project Home is sponsored by Cathedral Square Corporation, which is a member agency of the United Way of Chittenden County.

October 1997

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Deciding to Homeshare

Homesharing Defined

Homesharing is an arrangement where two or more unrelated people share a house or apartment to their mutual advantage. Each person has a private bedroom. The common living areas, such as the kitchen and living room, are shared. Household responsibilities can be shared, or services can be exchanged for a reduced rent or free rent.

To make the reading easier, the following terms will be used throughout this guide:

Home Providers, people who want to share their homes, vary in age, health and economic status. Some are individuals who may work or be retired. Some are married couples with or without children. The home may be an apartment or house, rented or owned.

Home Seekers, people who are looking for housing, include adults of all ages who may not wish to live alone or cannot afford to do so. They may be students, individuals working part-time or full-time, seeking employment or retired, or someone who is in a lifestyle or career transition.

Homesharers, people who were once home seekers and now live in the home of a home provider (see above).

This guide is designed to assist you with the decision of whether or not to homeshare. It also explores how to find a homesharer and how to make homesharing work successfully for everyone involved.

Types of Homesharing

Homesharing, which is also called shared housing, consists of two types: match-up and group shared housing. The section above describes a match-up situation, where homeowners share their homes with people seeking affordable housing. This booklet focuses on match-up shared housing.

The other type of shared housing is group shared housing, where a number of people live cooperatively in a single large residence. In group shared residences, services such as cooking, laundry, housekeeping and maintenance are often provided. Many group shared houses have a manager and/or small staff who may or may not live in the house.

Chapter 1 • Deciding to Homeshare

There are advantages to each type of shared housing. Match-up shared housing allows home providers to remain living in their own homes. Group shared housing brings companionable, affordable living to elders and people with disabilities in several small Vermont communities. Services are provided or shared among several people. Companionship opportunities differ in each type. In match-up shared housing, people typically have a one-on-one relationship; group shared housing offers interaction with several people.

See Appendix C for information on organizations that can help you with shared housing, both in Vermont and around the country.

Why People Homeshare

There are many different reasons people consider homesharing. Some people have extra room available in their home and like the idea of having someone around the house. Some may need help with household chores to remain living comfortably in their home. Others may want to supplement their income or to help someone save money by offering affordable housing. Homesharing offers companionship and security for those who don't like living alone. The combinations of reasons are endless. There are many benefits to homesharing for all the people involved—a reduced cost of living, security and companionship are just a few!

Here are examples of two homesharing arrangements meeting different needs:

Homesharing is affordable living.

Martha, 60, an energetic and gregarious woman, wanted to generate extra income by renting out available space in her large home. Martha was also hoping to find a responsible working woman who would share similar interests in gardening, walking and companionship. Nancy, 53, an intelligent woman in a career transition, was looking to find affordable housing with a garden. Martha and Nancy met through Project Home, a homesharing agency, and decided to homeshare. Nancy pays \$250 in rent per month and has an outside garden with Martha. Nancy has two jobs and Martha has many activities. They do not spend much time together, but enjoy the comfort of having someone around the house.

Homesharing offers a convenient, affordable way to give and receive household services.

Amelia, 81, had never spent a night alone until the death of her husband. She had a progressive visual impairment, along with asthma, which added to her fear of being alone. For a time, family made sure that Amelia was not alone, but eventually, Amelia sent them all back to their own homes and called Project Home, a homesharing agency.

Project Home introduced Amelia to Jennifer, a 26 year-old woman struggling to make ends meet with a seasonal landscaping business while returning to college. Jennifer walks the dog, does the weekly shopping, housekeeping, and errands, cares for the lawn and garden, shovels snow and provides other services as needed. In addition, she pays a reduced rent: \$25 per week. Together, Amelia and Jennifer cook and tend the garden. Amelia found reassurance, companionship and help with the household. Jennifer found affordable housing and friendship.

Homesharing with a paid live-in caregiver offers full-time assistance to people seeking personal care.

June, a retired social worker, suffered a stroke. Following her hospitalization, she was absolutely determined to remain living in her Burlington home and avoid nursing home care; however, she needed help with personal care to make that possible. Visiting nurses came in weekly to monitor her health. She found the full-time non-medical help she needed in Anita, a woman who lived-in and assisted her with walking, dressing, and bathing. Anita also helped June with cooking, cleaning, and entertaining her friends. During Anita's two days off per week, June had a combination of paid hourly caregivers and volunteer friends that provided her the assistance she needed. June paid Anita \$225 per week and provided her a private bedroom and food.

Live-in care is an important way for people who need significant non-medical care to remain in their homes and avoid institutional care. Live-in caregivers help with walking, transferring, medication reminders, bathing, and other types of care that does not require medical training. In addition, they help with household chores. Live-in caregivers are typically full-time workers who have two consecutive days off each week, time away each day, and are able to sleep through the night. Family or caregivers who work by the hour supplement the assistance of live-in caregivers. People who need care offer free room, food, and a salary to live-in caregivers.

If you need live-in care, you will need someone who is comfortable with caregiving and can work with you. Perhaps you have considered having someone care for you in exchange for free room and food. People who may be interested in sharing your home are most likely other adults who work - either inside or outside the home - in order to earn their living. It is a myth that 60+ year old women provide full-time care in exchange for housing only.

If you seek care, you will need to pay for it through personal resources or public assistance benefits (i.e. Medicaid Waiver or Participant Directed Attendant Care). Check with your case worker or advocate for more information on how to pay for care. If you seek live-in care, you will need to find your own caregiver or work with an agency like Project Home (Chittenden County only) to help you.

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If you seek hourly care, you may contract with an agency (usually a home health agency) that employs caregivers to provide you hourly care. Or you may assume the responsibility of hiring and supervising your own caregiver. If you opt to hire and supervise your own caregiver, your costs will be less than contracting with an agency; however, you will be legally required to report earnings to the appropriate governmental sources. For more information about employing people as caregivers (either live-in or hourly), call Project Home at (802) 863-5625. Project Home offers help with finding non-medical caregivers in Chittenden County. The agency also offers a guide entitled *Help at Home: Finding and Keeping Your Caregiver*.

Every arrangement is unique...

Every homesharing arrangement varies according to the needs, time, and abilities of the people involved. A successful homesharing match takes flexibility and a willingness for each person to communicate with the other.

A homesharing agreement can be made to suit the needs of both the home provider and the home seeker. Whatever your age, experience, or life situation you have something that someone else may need. Homesharing could enrich your life!

Homesharing and You

You may think that homesharing sounds interesting and may be something that could work for you. If so, you may want to learn more about how you could share your home or live in someone else's home.

To begin thinking about these questions, you can reflect on your past living arrangements. Have you lived with family or with friends for any length of time in your life? It may be helpful to write a list of your past homesharing experiences on a piece of paper. Try to focus and honestly examine what you feel worked and did not work in those situations.

As you are considering your past homesharing experiences and considering new arrangements, some positive and negative feelings may arise. These conflicting feelings may lead you to feel doubtful about future homesharing experiences, but they may also be very important in determining what is important to you. Try to consider the advantages and the disadvantages by writing them down and by talking them over with family and friends. The decision you come to should be based on what you feel is right for you.

Perhaps the most difficult part of opening ourselves to homesharing is not knowing how to make the best possible match. The following self-questionnaire for

those considering homesharing gives a broad overview of Issues that all homesharers should consider. The time you spend thinking about what you do and don't want in a homesharing situation helps to prepare you for a successful homesharing experience.

A Self-Questionnaire For Those Considering Homesharing

Consider the following before you decide...

- ◆ What is important to you in a homesharing arrangement?
- ◆ How do you feel about living with someone?
- ◆ How will you deal with individual differences?
- ◆ Are you able to clearly express your needs or do you sometimes have difficulty speaking up when something is bothering you?
- ◆ What activities are important to you?
- ◆ Do you have interests or activities you would like to share with your homesharer?
- ◆ Is getting companionship from your homesharer important to you?
- ◆ Do you have family and other friends that provide you with much of your companionship needs? If not, are you hoping that a homesharer will be your primary companion?
- ◆ (Home providers) What services do you want from a homesharer?
(Home seekers) What services can you offer?
- ◆ What are your television habits?

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- ◆ What are your music preferences? Do you listen to music often? At what volume?
- ◆ What are your telephone habits? How will you handle the use of the phone? Long distance calls?
- ◆ Do you entertain or have guests in your home? How frequently? What kind of entertainment?
- ◆ Do you have overnight guests often?
- ◆ Do you have a daily routine or schedule?
- ◆ Do you need private time? How Much?
- ◆ Do you feel comfortable sharing common areas, such as the kitchen, living room and outdoor space?
- ◆ What about meal preparation - schedules and preparation? Would you want to eat meals together?
- ◆ Who will be responsible for what specific household chores?
- ◆ How much would you ask for rent (or be able to pay)? Is this competitive with other homesharing opportunities in your area? How will the receipt (or payment) of rent affect any public benefits you may be receiving, i.e. disability benefits, food stamps, fuel assistance? (Check with your case worker or advocate.)
- ◆ Who will be responsible for financial costs, such as utilities? How will that be arranged?
- ◆ Are the characteristics of the neighborhood, public transportation and stores suitable to your needs?
- ◆ Will you arrange a trial period before making a permanent commitment? How long?

The Economics of Homesharing

This section offers some practical advice on establishing rent, how homesharing affects public benefits and property taxes, shared household chores, and exchanging services for rent.

Rent: What to Charge/What to Pay

Perhaps you would like to generate a small income by finding a responsible person to pay you rent in exchange for your spare bedroom and use of the living room, kitchen, and bathroom. People often wonder what is a fair homesharing rent. In Chittenden County, Vermont in 1997 the average amount the homesharer pays is \$50 to \$75 per week or \$200 to \$300 a month.

Many home providers simply charge the average rate. Others look at their actual expenses and calculate a rent based on their household costs. It is common for home providers establishing rent to consider the increased cost of utilities that comes with sharing their home when setting rates.

Some people who enter a homesharing arrangement expect for their potential homesharer to pay around half of their expenses. Many of the "roommate" ads that you see in the classified section of the newspaper are based on an even split of costs. This may work well if you are renting a home together; however, if one person owns the home, that person bears a larger responsibility for maintaining it financially, has equity in the property, and generally maintains personal use/control of a larger part of the house than their homesharer. For these reasons, the homeowner usually bears a larger share of the cost of home management than the homesharer. It is best to set a price that will help you meet your needs but also be on the lower scale of affordable in your community.

It is also best if you keep such things as long distance calls and personal items separate.

Money is a tough and uneasy issue to discuss with a homesharer. If price is fixed and does not change for at least 6 to 12 months, it will be easier. However you decide to approach expenses, discuss all shared costs with your homesharer up front.

Public Benefits and Property Taxes

If you are receiving public assistance benefits (welfare, disability, fuel assistance, food stamps, etc.) or living in subsidized housing, homesharing may affect your benefits or program status, particularly if you receive rent from your homesharer. Frequent changes in program rules prevent including specific information in this manual. Check with your caseworker or advocate for more information.

If you are a Vermonter who is disabled or at least 62 years old and have a homesharer or attendant caregiver who enables you to continue living in your home, you are not required to report that person(s) income when filing for a homeowner rebate or probate of property taxes. All other homeowners must report the income of homesharers, which is then counted as household income under these programs.

Shared Household Chores

Typically, people who share housing work out a list of chores necessary to the upkeep of the home that can be divided. A homesharer paying rent to a home provider is responsible, at a minimum, for maintaining his or her own room and cleaning up after him or herself following the use of common areas.

When two or more people rent a house or apartment together, all household chores are usually shared equally. If one person cannot or will not assume his full share, he typically pays more rent or pays for someone (usually outside the household) to perform services.

Examples of shared household responsibilities:

- ◆ washing dishes/dishwasher
- ◆ meal preparation and cooking
- ◆ dusting
- ◆ sweeping
- ◆ vacuuming
- ◆ cleaning (floors, windows, etc.)
- ◆ cleaning bathroom(s)
- ◆ shopping
- ◆ locking doors
- ◆ watering plants
- ◆ taking out the garbage and recycling

Exchange of Services: Services in lieu of rent

Many homesharing situations have an exchange of services arrangement where the homesharer provides services to the home provider for reduced rent or free rent. An exchange of services is an excellent way to save money for both parties involved - the home provider does not have to contract for services outside the home and the homesharer pays little or no money in rent.

The key to a successful exchange of services is communication. Both parties need to be clear in their needs and expectations. It is very important to have a written agreement stating exactly which services will be provided, a schedule of when services will be done, and how much time should be spent on a weekly basis performing these responsibilities. It is also equally important to revisit the agreement on a regular basis to see if the arrangement is satisfactory for both the home provider and the homesharer. If this is difficult for you to do on your own, ask a friend, family member, or social service worker to help you.

Guidelines for an Exchange of Service

Below are a few examples of suggested guidelines that Project Home uses in its home arrangements. Please note that these are suggested guidelines to help you structure your own unique homesharing situation. The amount of hours and rent can be varied to accommodate both the home provider and the homesharer.

FULL EXCHANGE OF SERVICES

No rent is paid by the homesharer, due to the amount of service expected from her/him. It is reasonable to expect the homesharer to provide 10-12 hours of service a week for an elimination of rent. This may or may not include basic utilities, such as water, electricity and gas, depending on the home provider's costs.

A stipend should be considered if the homesharer is providing more than 12 hours a week in service to the home provider.

PARTIAL EXCHANGE OF SERVICES

A partial exchange of services is a situation where the homesharer pays a reduced amount of rent and provides several hours of service each week, though the amount of hours can vary. A proportionate amount of cash and time to equal a specific set amount of rent money should be the guideline. In Chittenden County in 1997, the homesharer usually contributes \$25 per week in addition to 6 hours of service.

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Examples of household services the homesharer would provide in exchange for a reduced rent or free rent:

- ◆ laundry
- ◆ providing transportation (to medical appointments, hairdresser, shopping, etc.)
- ◆ meal preparation and cooking
- ◆ dishes/dishwasher
- ◆ errands
- ◆ shopping
- ◆ yard work (gardening, pruning, raking, lawn mowing, etc.)
- ◆ shoveling snow
- ◆ cleaning bathrooms)
- ◆ dusting
- ◆ sweeping
- ◆ vacuuming
- ◆ feeding and/or walking pets
- ◆ watering plants
- ◆ taking out garbage and recycling
- ◆ companionship/childcare

EXAMPLE OF AN EXCHANGE OF SERVICE

Tom, 91, wanted someone to help out with household duties and pay a small amount of rent. Bill, 54, in addition to seeking a new residence, was in the process of a career transition. When Tom met Bill, the two clicked with their mutual interests and past careers in the world of finance. Bill provides 5 hours of services each week and pays \$25 per week in rent. Bill's responsibilities include taking the garbage weekly, vacuuming, some meal preparation, and occasionally providing transportation. An opportunity to spend time together comes in the evening when Tom and Bill settle in for a hearty meal shared together and watch television. Both live an extremely full life side by side, but share a sense of interdependency.

The type of services expected vary according to the needs of the home provider and the household. Services such as meal preparation and cooking, vacuuming, dusting, laundry and yard work are often cumbersome tasks for a person who has a disability or poor health that make living at home a challenge.

If you are a home provider, you can list all the household tasks you would like help with, and as a homesharer you could create a list of all the chores you would not mind doing. When you first meet each other and consider living together, bring your list to compare and contrast. When deciding which chores will be done by the homesharer, it can be very helpful to discuss this in detail-figure out how long it will take for tasks such as meals, where preparation time, cooking, and eating together should all be counted as part of the service. It is important that both parties have a realistic time frame regarding how long specific household responsibilities will take and the best way to do this is to talk it over!

A few things to keep in mind...

- ◆ clearly state what you want or find someone who can help you do that
- ◆ clarify that both the home provider and the home seeker have the same expectations
- ◆ a written list of services will clearly identify the homesharer's and home provider's responsibilities
- ◆ work out a schedule of when services should be done
- ◆ be sure to make a realistic schedule that meets the needs of everyone
- ◆ schedule at least one work-free day a week
- ◆ talk about how responsibilities should be performed (i.e. how you would like them done)
- ◆ check in with each other on a regular basis, perhaps weekly, to see how the arrangement is working
- ◆ negotiate services and scheduling when necessary
- ◆ be flexible with each other
- ◆ have fun and enjoy each other.

Finding the Right Homesharer

You may have a person in mind to be your homesharer. Perhaps you are friends or he or she is a friend of a friend. If so, you are one step ahead. But know that knowing and liking someone will not necessarily result in a good homesharing relationship. Sometimes friends will assume a casualness about homesharing in which they do not express their desires and expectations. Please go through the Topics of Discussion (page 21) with your friend, and if you decide to live together, complete a Live-in Agreement in which you each agree on the terms of your relationship. This is guaranteed to strengthen your friendship and strengthen your homesharing relationship, too.

If you do not have someone in mind, you will need to find at least one potential homesharer. You may have an image in your mind of the person with whom you'd like to share. We encourage you to think as broadly as possible about who that person may be. Here are some examples of people who thought broadly and were glad they did:

John's wife recently died. He was lonely and needed some help around the house. John thought that having an older woman live in and help out was just what he needed. When someone suggested that he meet a young woman from Asia, he was astounded by the thought. Reluctantly, he agreed to meet with Li. A month later Li moved in and lived there for several years. John changed two of his preconceptions. He learned that a young person can be very mature and that he could have much in common with someone from another culture.

Faith wanted a woman to be her homesharer and help her with shopping, cooking, and gardening. She certainly was not looking for a couple with a dog. But Ann and Jeff sounded nice and Faith agreed to meet them. They all liked each other immediately and agreed to try living together. A year later, when Faith became sick and needed more help, her family thought Ann would be the one to provide it. While Faith liked and trusted them both, she had a stronger relationship with Jeff. He willingly agreed to renegotiate their homesharing agreement and gave her the extra help she needed.

Advertising

Most people turn to advertising to find a homesharer. You may spread the word yourself (orally) or place your own ads or flyers in your community.

Chapter 3 • Finding the Right Homesharer

Network with friends, family, and colleagues. This can be an effective way to spread the word around your community. The person you talk with may tell a friend that you are looking for a homesharer, who in turn may tell someone else who is interested in finding affordable housing. Word of mouth can be a powerful tool in finding just the right homesharer!

Contact local churches or places of worship. These organizations can be excellent (and comforting) referral sources. You may want to ask the secretary and/or members to keep an ear out for you and to get the word out.

You may wish to prepare a flyer or notice on a 3x5 card to draw attention to your homesharing need. Try to be as specific, yet concise as possible about what you are looking for in a homesharer. State your most important needs clearly. Remember to preserve some anonymity; you can do this by giving only your phone number. Give your notice to your network of friends, family, colleagues, places of worship, and other contacts.

Placing an advertisement in the Classified Section of your local newspaper(s) can be a fast and effective way to search for a homesharer. An advertisement in a fairly large publication can offer a mail box number, which saves you from needing to publish your own telephone number and helps you to screen the responses. Small city daily papers or weekly small town papers will offer less expensive classified ads, but yield fewer responses than an ad in a large paper, such as the Burlington Free Press. Please note, that an ad for service exchange (free housing in exchange for service) can result in 40-50 telephone call responses in a 2-3 day period. Many of the callers may be drawn to the word "free" rather than the cooperative nature of homesharing. Such an extreme response is not always the case, but it is important to word your ad carefully if you do decide to place an advertisement.

When you write your classified ad, try to be concise and positive, while clearly stating your most important needs. Follow your sense of creativity!

Here are a few sample advertisements:

PRIVATE ROOM available in my cozy, well-kept downtown home in exchange for help (8-12 hours per week) with household chores, meal preparation and some errands. Companionable, non-smoker preferred. Sense of humor a plus! If interested, call: (802) 555-5555.

HOSPITABLE, outgoing elder man with a lovable canine companion seeks someone to share his two bedroom condominium. Private bedroom and bath available for \$275 per month rent in exchange for occasional rides to doctor appointments. Smokers welcome! If interested, call: (802) 444-4444.

BRIGHT, FRIENDLY female student seeks an affordable private room in someone's home for herself and her short-haired feline friend. Willing to do light housekeeping, meal preparation and childcare in exchange for a monthly rent of \$200 or less. If interested, call: (802) 333-3333.

The First Conversation

When you receive responses to your notice, talk with prospects to screen out those that are not what you have in mind. It is helpful to have a list of questions by the phone. Here are some ideas for the questions you might ask:

First Conversation Checklist

- _____ First and last names
- _____ Correct telephone numbers
- _____ General location of the home (do not give your street address at this time)
- _____ Home or apartment
- _____ Own or rent
- _____ Parking available
- _____ Public transportation/bus line
- _____ Nearest shopping center
- _____ Number of bedrooms available
- _____ Number of bathrooms available
- _____ Number of people living in home
- _____ Pets in home (any that you have/willing to live with)
- _____ Amount of rent charged/desire to pay
- _____ Security deposit
- _____ Utilities included
- _____ Average utility costs
- _____ Smoker/nonsmoker
- _____ How you spend your time
- _____ Meeting date and time for an interview
- _____ Meeting place

Any additional notes:

Planning An Interview

After the initial telephone contact with a potential homesharer, take some time to reflect on the conversation. How do you feel the conversation went? Were you able to clearly express your most important needs? Often during the initial contact it is difficult to ask all the exploratory questions you planned to ask. Don't worry, that is normal!

Reviewing the Homesharer's Checklist can help establish what questions you have asked and help you to plan for the face-to-face interview. The Topics for Discussion section on page 21 can be a very effective guide through the interview. These questions will assist you in structuring your conversation and assist you in obtaining important information. Be sure to include any questions that are important to you. Bring at least three references with you to give to your potential homesharer. Include the reference's name, telephone number and full address (in case the person cannot be reached by phone). The Reference Names Checklist form on page 24 can be photocopied for multiple use.

Schedule the interview at a time of day that is convenient for you both to meet in a neutral setting. A coffee shop, library, park or restaurant is a great place for the first interview. Bringing a friend or relative along can help you gain added perspective on the prospective homesharer. If you cannot or choose not to bring someone along during the interview, discuss the interview and share your feelings with a friend or relative afterwards.

Don't be shy about stating what you want and asking questions. Remember, if you spend time clarifying each of your expectations at the beginning of the relationship, the more apt you will be to have a successful homesharing arrangement!

INTERVIEW TOPICS FOR DISCUSSION

The following questions have been designed to create areas of discussion that can be valuable in helping you to get to know and understand each other's personality, habits and lifestyles. Ask about any areas that are of special concern to you. Be prepared to ask questions and take down notes to be able to refer to later.

1. Have you exchanged at least three (3) reference names and telephone numbers? (The Reference Form sheet can be photocopied and filled out by both the Home Provider and the Home Seeker.)
2. What expectations do each of you have about homesharing?
3. What are your methods of working out problems or difficulties?
4. What are some of your likes and dislikes?
5. How do you feel about smoking and drinking, both inside and outside the home?
6. How do you feel about visitors? How often? Overnight guests? Overnight guests of the opposite sex?
7. What are your television habits? Preferences? Usual viewing times?
8. Do you spend a lot of time on the telephone? Would you share a telephone? Or prefer a separate line?
9. Do you function better early in the morning or late at night?

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10. Do you participate in active or sedentary (sitting) activities?
11. Do you enjoy listening to music on a regular basis? At what volume? What type?
12. What do you like to eat? Do you enjoy cooking? Would you like to eat with the person you are living with? Do you prefer to shop, cook, and eat together or alone?
13. Is there storage space available?
14. Will furniture be provided? Can the home seeker use her/his own furniture? How will those arrangements be made?
15. Are you active outside the home? Or are you a homebody?
16. Are you a talkative person? Are you shy?
17. Do you enjoy conversations and company?
18. Do you need alone time? How much? Is it easy for you to tell someone when you need company (or private time) or do you usually expect them to ask you?
19. Do you have pets? Do they have a certain schedule?
20. Who will be responsible for what chores? How often should these be done?

References

One very important, effective way to learn more about your prospective housemate, whether you are a home provider or home seeker, is by checking their references. This will allow you to talk to people who know the person and who will be able to give you their opinion on his/her characteristics and ability to be a good homesharer. Preferred references are generally a combination of employers, former employers, current or former homesharers, and former landlords. Family members are generally more appropriate references for home providers than home seekers. The best references are people who have known your prospective homesharer for at least one year (five or more years is best) and are unbiased and credible in their assessment.

In your conversations with your prospective homesharer, you may have specific questions that cannot be answered by the references supplied. Do not hesitate to request additional references from your homesharer. You may ask, "May I speak with _____ (a specific former employer, housemate, etc.)?"

Always call references yourself. Do not accept calls from references.

MAKING THE FIRST CALL:

You might want to start off your conversation by introducing yourself, stating why it is you are calling (also mention the person's name who gave them as a reference), and asking if it is an appropriate time to ask a few questions.

ASKING THE QUESTIONS:

The following pages provide you with some questions you may ask each reference. Also be sure to include additional questions which may be important to you. If the reference hesitates to answer a particular question, remind her/him that the information given you is confidential and you need honest answers in order to make an accurate decision about living with this person.

If you are unable to contact a reference by phone, you may wish to write a letter and ask for answers to the questions on your reference check form. Know that if you are asking someone to give a reference based on a professional relationship (i.e. a doctor, counselor), that person may ask for a written release signed by your prospective homesharer which gives him or her permission to give out information usually considered confidential.

Reference Names Checklist

Name: _____ Date: _____

Reference Name: _____

Address: _____

Telephone Numbers: Day _____ Evening _____

Length of Association: _____

Relationship: _____

Reference Name: _____

Address: _____

Telephone Numbers: Day _____ Evening _____

Length of Association: _____

Relationship: _____

Reference Name: _____

Address: _____

Telephone Numbers: Day _____ Evening _____

Length of Association: _____

Relationship: _____

Reference Name: _____

Address: _____

Telephone Numbers: Day _____ Evening _____

Length of Association: _____

Relationship: _____

Reference Check Questions

Hello, my name is _____

Your name was given to me by _____

as a reference. I am considering having _____

live with me (or living with) _____

Do you have a few minutes to answer some questions?

How long have you known _____ ?

What is your relationship to _____ ?

How often do you see one another?

What do you see as her/his strong points?

In what areas could she/he improve?

Do you visit in her/his home? What is your impression of her/his housekeeping style?

Tell me about his/her cooking.

In general, what can you tell me about her/his character or personality?

Reference Check Questions

Do you feel that _____ is a person who would clearly express her/his needs?

If there is a conflict, will she/he be honest with the other person?

Is she/he someone who could take advantage of another person?

Do you know whether drugs or alcohol have ever been a problem for _____ ?

If you had extra room available, would you want _____ as a housemate?

With a scale of **Always, Sometimes, Rarely, Never**, how would rate her/him on these characteristics?

Honesty _____

Personal cleanliness _____

Reliability/Dependability _____

Sense of humor _____

Doing her/his own share _____

Friendliness _____

Housekeeping skills _____

Ability to get along with others _____

Follow through on commitments _____

**Add other skills/qualities important to you:*

Is there anything else you can think of that would help me to know her/him better?

Thank you for your time!

Post Interview

After the interview with your prospective homesharer, take time to reflect on the meeting. The questions below can help you to sort through your feelings and impressions following the interview. It may be helpful to refer to your notes from the interview and write your impressions of the meeting on paper, because it is all too easy to forget important questions.

The section below can help you to determine if this is a compatible homesharer for you and to ensure that all of your important questions have been asked and sufficiently answered. If you have additional questions or concerns about your prospective homesharer, write them down and then call him/her or schedule another meeting.

The second meeting may be arranged at the present home of the person who is sharing her/his home, to assist each of you in assessing similarities and differences in lifestyles. You may want to have a friend or relative join in the meeting for an added perspective. The more time spent getting to know each other in the beginning of the relationship can help avoid later misunderstandings and difficulties.

Checklist for Home Providers

1. Did I discuss what I feel is important in a homesharing arrangement?
2. Have I asked questions about lifestyle preferences which are important to me?

For example, have we discussed:

_____ Chores in exchange for rent

_____ Television habits and schedules

_____ Indoor temperature preferences during summer and winter months

_____ Work, sleep and wake-up schedules

_____ Entertaining at home/guests

_____ Guests

_____ Music preferences and volume

Chapter 3 • Finding the Right Homesharer

_____ Privacy needs

_____ Other areas of concern:

3. Have I clearly stated the extent to which I am willing to share common rooms, kitchen and outdoor space?
4. Have we agreed on food purchasing, meal preparation, eating schedule and sharing meals? Does this need to be structured, semi-structured, or do our expectations/needs allow for some meal sharing to evolve over time?
5. Have we agreed about who will be responsible for what household chores and schedules?
6. Have we agreed on the financial arrangements (rent, utilities, groceries, etc.) ?
7. What do I like most about this prospective homesharer?
8. Does this potential homesharer have a similar lifestyle, values and needs?
9. Do I have any reservations about this prospective homesharer? What are the reservations?
10. Do I think our differences can be worked out?
11. Have I checked at least three (3) of the home seeker's references? Have I offered at least three (3) of my references?
12. Are there any other issues or needs?
13. Have we agreed to a trial period of living together before allowing the home seeker to move in permanently (if possible?)
14. Have we discussed using a written agreement to specify obligations and expectations?

Checklist for Home Seekers

1. How do I feel about the location and neighborhood? Would I be happy living there?
2. Is this location close to my job, school, family and friends?
3. Is this location close to stores, transportation and services?
4. Is this affordable housing for me?
5. Are my preferences similar to my potential home provider's?
6. What do I like most about this potential home provider and her/his home?
7. Do I have any reservations about the home provider or her/his home?
8. Could any of these things be changed, negotiated, or overcome to better suit me?
9. Have I asked questions about lifestyle preferences which are important to me? For example, have we discussed:

_____Chores in exchange for rent

_____Television habits and schedules

_____Indoor temperature preferences during summer and winter months

_____Work, sleep and wake-up schedules

_____Entertaining at home/guests

_____Overnight guests

_____Music preferences and volume

_____Privacy needs

Chapter 3 • Finding the Right Homesharer

_____Meal preparation, eating schedule and sharing meals together

_____Other areas of concern:

10. To what extent will the common areas, kitchen, and outdoor space be shared?
11. What, if any, daily activities will be shared?
12. Do I feel satisfied that there are no important unspoken needs that may arise in the future?
13. Have we agreed on the financial arrangements (rent, utilities, groceries)?
14. Have I checked at least three (3) of the home provider's references? Have I offered at least three (3) of my references?
15. Have we agreed to a trial period of living together before I move in permanently?
16. Have we discussed using a written agreement to specify obligations and expectations?

Agreeing to Match

Your interview has gone well, the references were all positive, and you both want to live together. Congratulations!

Before you move in together, consider establishing a trial period. A typical trial period is two weeks; however, you might consider up to a month-long trial period. A trial period gives each of you an opportunity to try out your new relationship before renewing your commitment for a longer period of time. If at all possible, the home seeker should consider maintaining his or her present housing during the trial period. The trial period is spelled out in a live-in agreement that includes other important understandings of what you will give to and receive from each other.

A few things to keep in mind...

- ◆ clearly state what you want
- ◆ clarify that both the home provider and the home seeker have the same expectations
- ◆ clearly identify the homesharer's responsibilities with a written list of services
- ◆ work out a schedule of when services should be done

- ◆ be sure to make a realistic schedule that meets the needs of everyone
- ◆ schedule at least one work-free day a week
- ◆ talk about how responsibilities should be performed (i.e. how you would like them done)
- ◆ check in with each other on a regular basis, perhaps weekly, to see how the arrangement is working
- ◆ negotiate services and scheduling when necessary
- ◆ be flexible with each other
- ◆ have fun and enjoy each other!

Two very important tools will help you get started. The first is an Emergency Information form. You and your homesharer should each fill one out. Post your emergency forms near the main phone in the home. Ask your homesharer to give it to responders if an emergency occurs.

The second tool is a Homesharing Agreement. The Homesharing Agreement is a clear, written statement of your understanding concerning what each of you will give to and receive from the other. There is a model agreement on page 33 of this guide.

You have already discussed most of the topics covered in the Homesharing Agreement, with a few exceptions. The agreement asks that you establish a trial period. Most people believe that 2-4 weeks is an adequate trial period. It is suggested that the home seeker have a housing back-up plan if the match fails during this time. You should also consider the amount of notice you will provide if ending your match and in the unfortunate, and often unpredictable, event the home provider is hospitalized or dies. One month is a typical minimum notice period here.

When thinking about both the trial period and notice period, it is a good idea to image that the other person is ending the match. What notice would you want if your partnership ends unexpectedly? Note that there is nothing that prevents you or your family from making an agreement with your homesharer to stay longer in the home in the event of your hospitalization or death, if your homesharer is willing.

Remember to involve a family member or friend in completing the Homesharing Agreement if you need help. It is important that you be comfortable with your agreement and feel that each section is workable.

Emergency Information

Post in a Prominent Place

My name is: _____ Age: _____ Phone _____

Address _____

LOCAL EMERGENCY NUMBERS

Rescue Squad _____ Fire _____

Police _____ Poison _____

State Police _____ Other _____

In Case of Emergency, Please Notify the Following People:

Name _____ Relation _____

Home Phone _____ Work Phone _____

Address _____

Name _____ Relation _____

Home Phone _____ Work Phone _____

Address _____

Please Give Emergency Responders the Following Medical Information:

My Doctor is: _____

Phone No. _____

I have the following health conditions _____

I take the following medications _____

I have the following special needs and/or allergies to medications _____

Other information _____

Homesharing Agreement

The persons _____ and _____
Home Provider *Homesharer*

agree to participate in the following arrangements to begin on _____, 20 ____

I, _____, agree to provide the following:
Home Provider

Yes/No	Specifications
_____	private room _____
_____	common living area _____
_____	kitchen privileges _____
_____	door key _____
_____	parking _____
_____	linen _____
_____	laundry facilities _____
_____	storage space _____
_____	other _____

I, _____, agree to provide the following:
Homesharer

Yes/No	Specifications
_____	financial contribution in the amount of \$ _____ due on _____
_____	exchange of services for _____ hours per week _____
_____	share of utilities _____
_____	housekeeping _____
_____	simple household maintenance _____
_____	meal preparation _____
_____	grocery shopping / errands _____
_____	transportation _____
_____	companionship _____
_____	yard work or snow shoveling _____
_____	laundry _____

We also agree to the following items:

Yes/No	Specifications
_____	meal planning _____
_____	eat together _____
_____	smoking areas _____
_____	phone sharing _____

Homesharing Agreement

____ visitors: daytime _____
night-time/overnight _____
____ pets _____
____ schedule: home _____
away _____
____ emergency contact list _____

In the event of a health related emergency we agree to notify the appropriate persons including relatives, doctors or hospitals and to initiate emergency services to the fullest possible extent.

We also agree that in the event of a hospitalization or death of the home provider, the homesharer will be able to reside in the home for a period of _____

We agree to a trial period of _____ duration.

This document represents our entire agreement to exchange work, housing and money. Loans of money or substantial property and gifts are not part of this contract and are strongly discouraged. If either of us feels our agreement should be altered, we agree to work together to create a more workable arrangement.

We also agree to the following: _____

This homesharing agreement may be amended by mutual agreement of the Home Provider and the Homesharer.

Home Provider and Homesharer agrees to give an advance notice of _____ in the event she/he desires to end the match.

Home Provider Signature *Date*

Homesharer Signature *Date*

Signature of Witness (Optional) *Date*

Settling In

Stages of Homesharing Relationships

You are just beginning a new life experience that can be very rewarding ... and very challenging.

Research has shown that there are several natural and predictable stages to a homesharing relationship-and most relationships! The following information may be helpful to you and your homesharer.

Most of us are familiar with the honeymoon stage of a marriage. Homesharing also has a **honeymoon stage**, during which everything goes smoothly and seems ideal. You may not notice the small ways you are different from each other at first, but those discoveries will come as time passes.

Maybe the cooking isn't all you had hoped it would be, or it's hard to be able to talk privately on the phone, or you thought you could live with smoking, but it makes you feel sick. It is natural, at that time, to feel annoyed, or even angry and a little scared when you realize that you did not know that person quite as well as you thought you did. This is the **disillusionment stage**. No matter how much preparation and investigation you did beforehand, or how clear you both made the homesharing agreement, no one ever can really know how things will go until you live together under the same roof. These are natural and predictable feelings.

Here are some suggestions that can help:

1. Sit alone in a quiet place and think about your feelings. It may help if you write them down on paper. If you can acknowledge what the problems are, you have taken the first step towards solving them! If you are annoyed, angry or scared, acknowledge those feelings, too.
2. Have you had a similar experience in a past relationship? Sometimes we react strongly because a person's behavior reminds us of a difficult past experience. Until this connection between the past and present is made, it may be difficult to know how to deal with the present situation. Try to determine if the problem you are concerned about is really what is happening right now.

3. Review the pros and cons of homesharing to gain perspective on the situation. Think of all the things you are getting from homesharing, as well as the current problem. Remember what you enjoy in your homesharer.
4. Talk with a friend or family member about what you are feeling. This may help you gain clarity and courage.
5. Talk with your homesharer. State your preferences clearly and calmly. When you share your feelings, try not to use statements that accuse or blame your homesharer. In most cases, your homesharer did not intend to cause you any inconvenience or distress. Try to remember that there are many "normal" and "common sense" ways to live, that may vary between generations, regions and cultures. You may want to have a friend or family member with you when you talk to your homesharer. But be sure that the thoughts and feelings expressed belong to you.

These steps can help you to avoid an angry confrontation or a painful silence, or even a hasty move. Following these steps can help you and your homesharer work through problems and difficulties while demonstrating that you respect each other's feelings and preferences.

If you can work through the difficulties, and it's not easy at first - you will advance to the **acceptance stage**. In this stage you have both come to know each other better, and have adapted to each other's preferences and styles. Some things will be done the way one of you prefers, and over time, you will develop things that please you both. Acceptance grows with time, and helps you to work through the small differences that occasionally arise in any close relationship.

Good luck. Homesharing can be fun and enriching. Remember that it is worth the effort to work through these natural, predictable stages of relationship! Your enthusiasm and understanding can help to create a positive living environment. Enjoy each other!

Conflict Resolution

In all relationships disagreements and problems may arise from time to time. We have all experienced conflicts with family, friends or housemates at some point. Dealing with these problems does not have to be a negative experience. The process of working through and overcoming a problem or difference can be a wonderful opportunity to strengthen your relationship and a chance for personal growth.

If the situation feels threatening or explosive, stop and take the time you need to calm down. You may need to be alone to collect your thoughts - do what you need to take care of yourself. If you need to be away from the situation be sure to set a later date and time to discuss the issue.

Below are some suggestions about how to deal successfully with problems. Remember, it is much easier to deal with a small problem than waiting until it becomes a big problem.

1. **Have someone help you**, if needed.
2. **Discuss one issue** at a time.
3. **Clearly express the problem** as you see it without blaming, accusing and being defensive.
4. **Listen carefully** to what the other person is saying, thinking and feeling about the situation, so you can better understand the problem.
5. Make sure you both **agree on what the problem is**. You can clarify what you think the other person is saying by paraphrasing (It sounds like you are saying, thinking, feeling...).
6. **Brainstorm solutions** to the problem. List the different solutions and the steps towards implementing the solution. Respect every idea.
7. **Discuss the listed solutions and its steps**. Talk about the pros and cons of each idea.
8. **Negotiate and choose a solution** that you both feel will work the best.
9. **Make a plan or agreement** about how to implement the solution.
10. **Implement the solution**.
11. **Recognize and acknowledge** what you both have accomplished in working together!

Following the suggestions above can help you to avoid the "spin cycle," going around and around on the same issue instead of reaching a mutual agreement. Remember that a homesharing arrangement is a partnership, and in a partnership each partner bears equal responsibility for the problem or difficulties and its solution. You can work things out to the satisfaction of everyone involved, it just takes willingness, time and understanding!

Ending Your Homesharing Relationship

While many homesharing relationships last years, others end sooner. Most homesharing relationships end because of the changing needs of at least one of the homesharers rather than incompatibility. In your live-in agreement, you have spelled out the minimum amount of notice you will give each other if you decide to end your relationship. Consider letting your homesharer know even earlier that you are beginning to look for another housing arrangement.

If you are a home provider and your homesharer fails to honor your written request to leave, you should seek advice from a lawyer on the legal steps needed to end your homesharing relationship. A court action will be necessary in the unlikely event your homesharer refuses all efforts to leave voluntarily. None of the over 600 partnerships that Project Home has helped create since 1982 have ended through legal action.

Erna, an older Burlington woman enjoyed living with students because of the vitality they brought to her own lively home. When asked what she was going to do now that Faye was graduating and moving on, Erna responded: "Well, goodness, I'm not worried. She's a big girl, she can take care of herself!" Erna matched again, happily.

Additional Questions for Families with Children

These questions are important topics of discussion for those who are homesharing with children. Include any additional questions that you find valuable. The following questions can help to clearly state expectations and may prevent later misunderstandings.

1. What is your daily routine? Your weekly routine?
2. Will you be exchanging child care (if both home seeker and home provider have children)? How many hours per week?
3. Will you be exchanging child care services for a reduction in rent? Clearly state what services, about how many hours per week are expected, and what the reduction in rent will be.
4. Are you willing to carpool?
5. Describe the types of support you have available - family, friends, childcare, etc.
6. Would you like to view our household as a family unit? How much are you willing to share?
7. Are you willing to plan procedures in case of an emergency? What type of emergencies?
8. Describe the style of discipline you exercise with your child. What are your thoughts about disciplining other children if it becomes necessary? Other adults disciplining your children?
9. What "stages" are your children in?
10. Do you have a set of household rules for your children? Please describe them.
11. Do you have rules in place about viewing television? What are your rules?
12. Do you have rules set up about your child's play? What types of toys do you allow?
13. What is your children's bedtime? Do your children wake up at night? How often? Why?

Appendix A • Additional Questions for Families with Children

14. How do your children interact with other children? Other adults?
15. How clean and tidy should the house be kept? Do children leave toys around? Do you clean regularly or when things seem to need it?
16. Are you willing to assign household chores according to age?
17. Will friends or relatives visit frequently, occasionally, stay overnight, share food costs, etc.? Should arrangements be made in advance?
18. How many housemates have you had in the past year? What do you feel worked and what did not work for you and your children?
19. How do you think your children will feel about sharing a home with another person or family?

Reference Checking if Children Are Involved

Additional questions should be used if either the home provider or the home seeker have children. More information is necessary to better understand the other person's lifestyle. Include areas of concern or questions that you feel may be important.

Have you spent much time with _____ and her/his children?

If you have seen the parent discipline her/his child(ren), please describe the style of discipline. Is the discipline consistent?

How would you describe the relationship between parent and child?

Have you ever noticed any behavior that has made you feel uncomfortable on the part of the parent or child?

What responsibilities, if any, have you noticed the child has been given around the house?

Besides school or preschool, what other opportunities to socialize has the child been given?

Have you noticed the child interacting with other children? What have you observed?

Have you noticed the child interacting with adults? What have you observed?

Can you describe the general health of the child?

Do you visit with _____ in their home? If so, have you found the home to be appropriately child-proof?

How do you think that the child would respond to having another adult living in the home?

Appendix C

Shared Housing Programs in Vermont

BARRE

Barre Housing Authority

Lucinda Jones, Director, 455 North Main Street, Barre, VT 05641, 802/476-3185

The Shared Housing section of Washington Apartments offers affordable housing for four people of all ages with disabilities. Centrally located in downtown Barre. Fully accessible, private bedrooms and baths, shared kitchen and living room.

BURLINGTON

Project Home

3 Cathedral Square, Burlington, VT 05401, 802/863-5625

Project Home assists elders and people with disabilities in Chittenden County to remain living in dignity in their own homes. The agency brings them together with people of all ages who seek affordable housing opportunities through homesharing.

SHARE

Nancy Owens, Director, 3 Cathedral Square, Burlington, VT 05401, 802/863-3868

SHARE, a program of the Cathedral Square Corporation, develops special needs and group shared housing throughout Vermont. SHARE collaborates with community groups, nonprofit organizations and social service organizations. SHARE can assist with program design, community outreach, site selection, grant writing, feasibility reports, financing and development.

Ruggles House

Nancy Kidhardt, Director, 262 South Prospect Street, Burlington, VT 05401, 802/862-5575

Ruggles House is an affordable shared living residence for women. Private and semiprivate baths, meals, housekeeping and 24-hour staff provide the opportunity for gracious living close to downtown Burlington.

Sarah Cole House

Barbara Wright, House Manager, c/o Burlington Community Land Trust, P.O. Box 523, Burlington, VT05402, 802/658-9551.

Sarah Cole House offers a communal living opportunity providing 12 private rooms with common kitchen, dining, and other living space to women who are currently homeless. It is located in the Hill Section of Burlington, a pleasant and safe area on the bus line. This permanent housing can also be a long-term transitional step between being homeless and living on one's own.

YWCA

Jan Johnson, Director, 278 Main Street, Burlington, VT 05401, 802/862-7520

The YWCA Residence, located in a renovated historic house, offers private rooms with shared baths, kitchen, living and dining areas. Affordable housing; income guidelines. Comfortable, homey, central location.

Shared Housing Programs in Vermont • Appendix C

PUTNEY .

Putney Cares/Noyes House

Sue Mansfield, President, P. O. Box 108, Putney, VT 05346, 802/387-5593

The Noyes House is a shared house for all ages located close to downtown Putney. Private rooms and shared common areas, such as kitchen, living and dining room, bathrooms, porches and laundry. The Noyes House offers companionship, neighborly assistance, convenience, security and short or long term stay.

ST. ALBANS

174 North Man Street

Else Berenberg, Director, FGIMHS, 7 Ferris Street, St. Albans, VT 05478, 802/524-6554 x305

174 North Main Street is transitional housing for six people of all ages who are homeless and diagnosed with a mental illness. Overnight staff, private rooms, shared baths and kitchen. Centrally located in downtown St. Albans.

RANDOLPH

The Joslyn House

Arlene & Allen Wright, Managers, 16 Maple Street, Randolph, VT 05060, 802/728-9343

Joslyn House is located in a residential section within a very short walking distance from Gifford Medical Center where complete health care can be found. Live-in house managers are in place with transportation provided for doctor appointments, church, hairdresser/barber shop and prescription pick ups. Residents are invited to take part in planned activities.

ROCHESTER

The Park House

Judy Pierce, Director, P. O. Box 427, Rochester, VT 05767, 802/767-3416

Park House, located in the center of Rochester village, offers fifteen private rooms in a beautifully restored country inn. The large first-floor living room and dining area provide space for the many musical events, dinners and other activities held here giving residents the opportunity to remain actively involved with the community. Residents especially enjoy the three homestyle meals served each day, and many participate in our musical group, the Park House Singers, and the weekly GRACE Art Workshops.

WINDSOR

Evarts House

Nancy Worden, Administrator, 46 Main Street, Windsor, VT 05089, 802/674-6733

The Evarts House is a beautifully restored 200 year old house with ten private rooms. Meals are offered. Residents share the kitchen, dining room, library and garden area. The house is located in the heart of Windsor. Evarts House is currently under renovation and will open in the spring of 1998.

National Shared Housing Resource Center

Regional Coordinators

If you are looking for a shared housing program outside Vermont, write to the coordinator for the appropriate region listed below.

Region 0

NJ, CT, MA, RI, ME VT, NH

Marjorie Marlin, Cooperative Housing Corp.
P.O. Box 6531, Bridgewater, NJ 08807

Region 1

NY, DE, PA

Dorothy Landau-Crawford, Project SHARE
500 Jewett Ave., Staten Island, NY 10302

Region 2

MD, DC, VA, WV, NC, SC

Anna Maria Kihn & Anisette Brennan
St. Ambrose Homesharing
321 E. 25th Street, Baltimore, MD 21218

Region 3

GA, TN, MS, AL, FL

Rita Zadoff, Housemate Match/Atlanta Jewish
Community Center
1745 Peachtree Rd. NE, Atlanta, GA 30309

Region 4 & 5

MI, IN, OH, KY/

MN, WI, IA, SD, ND, MT

Sherry Young, Share-A-Home
P.O. Box 807, Austin, MN 55912

Region 6

IL, MO, KS, NE

Mary Eleanor Wall, Senior Home Sharing, Inc.
315 West St. Charles Road, Lombard, IL 60148

Region 7 & 8

TX, OK, AR, LA/

NM, AZ, UT, CO, WY, ID, NV

Maria Machado, Shared Housing Center
3110 Live Oak St., Dallas, TX 75204

Region 9

CA, OR, WA, AK, HI

Judy Gaither, Hunan Investment Project
364 S. Railroad Ave., San Mateo, CA 94401