

## **HOUSING RULES AND REGULATIONS**

In order to help you become more comfortable with your surroundings, we have listed the following rules and regulations for residents. We ask that you review it periodically during your stay here.

\_\_\_ 1. No use and/or possession of alcohol, drugs or any mood altering chemicals are allowed including prescription narcotics. Violation will result in immediate discharge. No refunds.

\_\_\_ 2. Residents agree to comply with all the rules, regulations, and guidelines, as well as any recommendations of parole officers and staff.

\_\_\_ 3. Residents agree to take a drug and alcohol test when requested. Failure to do so will result in discharge.

\_\_\_ 4. NO mates are allowed on property at any time for any reason including in driveways and alleys. No visitors are allowed without prior approval of the staff. No overnight guests. Visiting in vehicles is not allowed including in driveways and alleys. No exceptions!!!

\_\_\_ 5. All activities are quieted by 11:00 p.m. so as not to interfere with other residents' sleep. Residents are asked to keep TV, radio and phone conversation volume down to a minimum. This will be monitored when performing curfew checks.

\_\_\_ 6. Residents agree to abide by the curfew giving. After curfew, residents are to stay in their home unless there is an emergency – at which time they are to notify staff immediately.

\_\_\_ 7. Residents will not loan, lend, buy or sell anything to another resident.

\_\_\_ 8. Residents agree to be responsible for their own hygiene and appearance, no night clothes including robes are to be worn outside at any time.

\_\_\_ 9. No physical or verbal threats will be tolerated. Any such instance will result in discharge. The same applies to stealing. (Charges may be filed.) No weapons of any kind are allowed on property.

\_\_\_ 10. Smoking is permitted in designated smoking areas ONLY. Residents may not smoke in the home at any time. Violation could result in dismissal from the program.

\_\_\_ 11. Any medication must be documented and approved by the staff or parole officer. No medications are to be taken with the resident unless approved by the Nurse Practitioner. Residents are allowed to keep over-the-counter medication in their rooms. Staff will not provide residents with over-the-counter meds.

\_\_\_ 12. Residents agree to sign in and out in their apartments so staff can reach them in case of an emergency.

- \_\_\_\_\_ 13. No pets allowed. No feeding animals.
- \_\_\_\_\_ 14. Resident rooms are to be neat and orderly. Beds are to be made at all times. Chores are to be completed and personal belongings put in order before morning meditation. Residents who do not keep their living space clean or do their chores in a timely manner are subject to a pull-up each day they do not meet these responsibilities. No candles are allowed in the apartments.
- \_\_\_\_\_ 15. Each resident will only be allowed to keep as many clothes as will fit in the dresser and closet.
- \_\_\_\_\_ 16. The average stay is 90 days.
- \_\_\_\_\_ 17. No laying on the couch at any time. No pillows or blankets are allowed outside of the bedroom at any time.
- \_\_\_\_\_ 18. A resident phone is available in each home. Residents are asked to be respectful with the phone by limiting their calls to 15 minutes. (15 minutes on the phone and 15 minutes off the phone). If a resident does not want to take a message for someone in the house, they should not answer the phone.
- \_\_\_\_\_ 19. Upon discharge, all residents have **12 hours** to pick up all their belongings. We will not be responsible for any items that are left behind and do not have a facility to store such items. All items left behind will be donated to Good-will.
- \_\_\_\_\_ 20. For crisis situations or emergencies, contact the senior resident who will then contact staff.
- \_\_\_\_\_ 21. Residents are not allowed to bring any furniture into the home, move any furniture or change bedrooms without staff permission. Personal, decorative possessions (knickknacks) must be kept to a minimum and in the resident's bedroom.
- \_\_\_\_\_ 22. Residents are not allowed to fraternize, flirt or engage in any sexual or intimate relationships, behavior or language while in the home.
- \_\_\_\_\_ 23. Everyone who is employed must turn in a work schedule to their staff or parole officer.
- \_\_\_\_\_ 24. Residents agree to random searches. Anything that belongs to a resident is subject to be searched, including their person.
- \_\_\_\_\_ 25. Residents are not allowed to tamper with the fire safety equipment, smoke detectors, exit signs, etc.
- \_\_\_\_\_ 26. All requests for maintenance will be put in the designated area.
- \_\_\_\_\_ 27. If a resident has a car on property, they must make a copy of their insurance policy and driver's license and give it to their Case Manager.

\_\_\_\_\_28. Residents are not allowed to bring any furniture into the home, move any furniture or change bedrooms without staff permission. Personal, decorative possessions (knickknacks) must be kept to a minimum and in the resident's bedroom.

\_\_\_\_\_29. Residents are not allowed to fraternize, flirt or engage in any sexual or intimate relationships, behavior or language while in the home.

\_\_\_\_\_30. Everyone who is employed must turn in a work schedule to their staff or parole officer.

\_\_\_\_\_31. Residents agree to random searches. Anything that belongs to a resident is subject to be searched, including their person.

\_\_\_\_\_32. Residents are not allowed to tamper with the fire safety equipment, smoke detectors, exit signs, etc.

\_\_\_\_\_33. All requests for maintenance will be put in the designated area.

\_\_\_\_\_34. If a resident has a car on property, they must make a copy of their insurance policy and driver's license and give it to their Case Manager.

\_\_\_\_\_35. Clients are expected to be respectful and act appropriately when volunteers come in for activities and groups.

\_\_\_\_\_36. Residents understand that The Faith Project, Inc., its owner, management or staff will in no way be held responsible for the loss, damage or theft of property of any resident at any time.

\_\_\_\_\_37. Residents understand that The Faith Project, Inc., its owner management or staff does not discriminate in any way.

\_\_\_\_\_38. Residents understand that The Faith Project, Inc. will not be held responsible for any personal housing accidents or injuries of any kind. Residents further waive any legal rights they may have under the law in connection with any personal accidents or injuries while at the home.

\_\_\_\_\_39. Residents understand that if they choose to ride with a resident or staff member to and from any destination, The Faith Project, Inc. is not responsible for any accidents or injuries.

\_\_\_\_\_40. Clients agree and understand that any information about a client or The Faith Project, Inc. is confidential and should not be disclosed to anyone outside of The Faith Project, Inc., including their sponsor. Staff at The Faith Project, Inc. understands the importance of confidentiality and what information can be shared, how, and with whom. Upon admission this will be explained to you.

\_\_\_\_\_41. Former residents are not allowed on the property without staff permission.

\_\_\_\_\_42. If a resident knows someone is breaking the rules, they are to report it to

staff immediately. If they do not, they will be deemed as guilty as the person breaking the rules.

I \_\_\_\_\_ have read and initialed all of the rules above(1-42). Any violation of stated rules may result in dismissal from the program and forfeiture of all funds.

Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The Faith Project, Inc.