

TRANSITIONAL HOUSING APPLICATION – LEXINGTON RESCUE MISSION

Date _____ Date Eligible to Enter Housing _____

Name _____
First Middle Initial Last

Last Known Address _____

Phone Number _____ Alternate Phone Number _____

E-mail Address _____

Are you currently homeless? Yes No

Date of Birth _____ Social Security Number _____

Gender Male Female Client Doesn't Know Client Refuses to Answer

Ethnicity Hispanic/Latino Non-Hispanic/Latino Unknown

Race American Indian/Alaskan Native
 Asian
 Black/African American
 Native Hawaiian/Pacific Islander
 White/ European Descent
 Unknown

Place of Birth _____

Highest Education Completed? High School/GED College High School Incomplete

Are you currently employed? Yes No

Are you currently incarcerated? Yes No

PID NUMBER _____ Supervisor name _____

Where? _____

Are You A Veteran? Yes No Do you have a copy of your DD214? Yes No

Are you currently receiving government benefits? Yes No

Food Stamps
 Unemployment Benefits
 SSI
 SSDI
 Veterans Benefits

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Marital Status Married Separated Divorced Single

Where did you hear about Transitional Housing with Lexington Rescue Mission?

Outreach Center Lunch Re-entry/Jail Dismas Internet Church Friend/Former Resident

SOBRIETY

Sobriety Date _____

Have you attended a recovery program? Yes No

Name of most recent recovery program? _____

Approximate date of attendance? _____

Did you complete the program? Yes No

Has alcohol ever been an issue? Yes No

Has drugs ever been an issue? Yes No

If yes, please list the drugs you used:

CRIMINAL HISTORY

Have you ever served time in jail/prison? Yes No

Incident	Date	Location	Charges	Time of Sentence

Do you have any charges pending? Yes No

HEALTH

Do you currently have health insurance or Medicare? Yes No

Do you have special health accommodation needs? Yes No

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Have you been diagnosed with any physical health conditions like high blood pressure, hepatitis, sleep apnea or diabetes? LIST: _____

Do you have a mental health diagnosis? Yes No Explain: _____

Current medications	Reason for medication

Are you currently on MAT? Yes No Explain: _____

EMPLOYMENT

Are you employed? Yes No Where: _____

What are your past work experiences?

What are your goals? Be specific.

Explain current support system to maintain sobriety and prevent relapse.

Explain underlying emotions, experiences and outward behaviors that have affected your life.

Have you read our guidelines and expectations and do you agree to follow them? Yes No

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Are you able to live in an open dorm area with up to 14 men, and can you handle sleeping on the top bunk of a bunk bed? Yes No

Please describe your faith statement.

Signature of Applicant: _____

PROGRAM DESCRIPTION

VISION STATEMENT

The Potter's House is a transitional living facility where men realize a growing faith in Jesus Christ, lasting sobriety, and independent living. *"If any man is in Christ he is a new creation. The old has passed away, and behold all things have become new"* (2 Corinthians 5:17).

MISSION STATEMENT

The mission of the Potter's House stands on the foundation of each person's relationship to Jesus Christ as Lord. Submission to the will of God is the means of a transformed life. Therefore, we draw on the Bible, the resources of the church, and collective expertise to empower men to meet short- and long-term goals in their recovery.

INDIVIDUAL SUCCESS

The success of each individual will be apparent by his contribution to and involvement in what has ultimate and eternal significance for oneself. Success will also be measured by a healthy view of individual progress in life indicated by transformations that reflect behavioral and spiritual development and growth. The success of an individual will be demonstrated by his participation in making a positive difference in the lives of family, friends, community, work, church, and culture. In addition, success will be measured by progress notes reflecting positive outcomes relating to

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achievements of individual short- and long-term goals formulated by the guest and in cooperation with the Case Manager.

ELIGIBILITY FOR ADMISSION INTO THE POTTER'S HOUSE

1. An applicant must be willing to be a part of a community of Christian believers and follow staff counsel that is based on the principles and precepts of the Bible.
2. An applicant who is a believer must have a willingness to follow Jesus as His disciple and progress in the Christian life.
3. An applicant will not be admitted without an emergency contact and phone number.
4. There is a \$75.00 application fee that is required upon move-in date.
5. An applicant with a history of substance abuse must be a graduate of a long-term (six (6) to nine (9) month) residential drug and alcohol program. However, a graduate of a short-term 21-30 day residential program will be considered for admittance on a case-by-case basis with additional program requirements.
6. An incarcerated applicant will be considered provided he has completed a drug and alcohol program.
7. The applicant must not be guilty of charges of endangering the life of another person(s).
8. Sex Offenders will be considered if the offense falls under the 2006 law that requires no distance restriction. There is a supplement questionnaire for SOs that will need to be completed. Please request.
9. The applicant must also have a competent accountability partner/sponsor who has the freedom and courage to ask the "hard" questions.
10. Gender and age requirement: The applicant must be a male at least 21 years old.
11. The applicant must be able to climb stairs.
12. The applicant must be physically able to sleep in an upper bunk bed if necessary.
13. The applicant must be willing to live in community with men who are recovering addicts and may have health conditions that are associated with substance abuse.
14. An applicant must be employed or willing and able to obtain gainful employment. A person who is on *Social Security Disability Insurance* or *Social Security Insurance* may be considered for occupancy at the Potter's House. However, if a resident receives SSDI or SSI then he may be required to volunteer.
15. The applicant must have the ability to pay the agreed upon monthly program fee for living at The Potter's House. The fee will be scaled based on income as well as debt reduction, fines, child support, etc.
16. Unfortunately, the program is not equipped to care for dual- or tri-diagnosed individuals or those on potent anti-depressant or anti-psychotic medications.
17. Applicants must submit a completed, signed application.

THE POTTER'S HOUSE GUIDELINES AND EXPECTATIONS

The guideline for living at the Potter's House is the Golden Rule: "*Do unto others as you would have them do unto you.*" In other words, 'respect for others should be honored'.

1. **Conduct:** A resident should strive to conduct himself in a manner that will not bring dishonor to the name of Jesus Christ. Also, there is zero tolerance for violent aggressive behavior or active or passive bullying.
2. **Probation Period:** There is an initial thirty day (30) probation period.

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3. Search Belongings and Drug Test: Upon entering, the staff will search belongings. The client will be required to wash and dry all clothing in the washer and dryer that is in the Potter's House prior to being able to take clothing to dorm area upstairs. The clothing will need to be dried at the highest temperature to prevent any bed bugs from entering Potter's House. The new client will also be drug tested prior to being able to be checked in at Potter's House. If there the new client tests positive for any substance, they will not be permitted to become a resident of transitional housing through Lexington Rescue Mission.

4. Church: Residents are required to attend and develop a relationship with a local church.

5. Social Group Commitments:

- I will commit to attending at least one (1) group meeting each week related to my recovery plan, (i.e. Alcoholics Anonymous, Narcotics Anonymous, The Genesis Process, Celebrate Recovery, The Mat, Encounter, Victory in Christ, group therapy, parenting classes, etc.). *Additional meetings may be required depending on case management and length of sobriety time.*
- I will commit to meet regularly with a sponsor or mentor concerning my recovery.

6. Requirements: A resident must agree to the following:

- To meet with the Case Manager on a scheduled basis.
- To be present at weekly Sunday evening "House Meetings."
- Attend a Community Meeting
- Attend Jobs For Life
- House Chores
- Pay entry fee and house fees
- Attend Church

7. Budget: The participant is required to have a monthly budget/spending plan that needs to be approved by the Case Manager.

8. Drugs and Alcohol: Residents must abstain from the use or possession of illegal drugs or alcohol or any legal over-the-counter substitute or any abused legal substance. There is a zero tolerance policy at the Potter's House. Residents will be required to submit to random drug and alcohol testing. If the resident has come from a short-term recovery program, he may be subject to weekly drug and alcohol testing. If a resident's urine tests or breathalyzer is negative, but the participant is obviously "high," he will be discharged. If this rule is violated, a person will be discharged immediately no matter what time it is.

9. Personal Property: The Lexington Rescue Mission is not responsible for the loss of property. In addition, if discharged for violation of guidelines all personal property must be removed within one week. If not removed, it will be donated or disposed of.

10. Sober Living Commitments: Residents must commit to maintaining a sober-living environment by:

- Not using or bringing into our facilities alcohol, illegal substances, or prescription medication(s) that will show on a drug test.
- Storing all medication in a locked safe and logging it in with the House Coordinator.
- Holding housemates accountable to their own sobriety.

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- Seeking help when feeling the pressure or desire to relapse or go back to harmful habits, behaviors and attitudes.

11. **Smoking:** There is absolutely no smoking inside our facilities. Any smoking must be done in the backyard of the building.

12. **Weapons:** Residents must not possess any weapon of any kind.

13. **Pornography:** Residents must not possess or view any form of pornography.

14. **Personal Living Space:**

- Each individual must clean his own area and keep it in an orderly fashion.
- Nothing may be nailed or tacked to the walls.
- A program participant must not open another resident's locker and should respect another person's sleeping area.

15. **Dress Code:** All men must be appropriately clothed (shirt, pants, and footwear) when out of the sleeping area, including no low-riding pants and no inappropriate images.

16. **Arise Time:** Everyone must be out of their bed and dressed by 9:00 AM. The only exceptions are for illness and employment schedules.

17. **Music, Videos, and TV:**

- Should be in keeping with our Christian values.
- Should only be played at a low volume or with headphones because of different working and sleeping schedules
- The dorm-area TV needs to be turned off at 11 p.m.
- Cell phone headphones must be on the Dorm sleeping area.

18. **Housekeeping Rules:**

- All men will be assigned chores for the common areas.
- The kitchen area must be cleaned after each use.
- The laundry area will be available during normal operating hours: 6 a.m. to 10 p.m.
- The dryer lint guard must be cleaned after each use.
- No clothing should be left in the washer or dryer at any time.
- The laundry area is for residents only.
- Beds must be made in the morning and free of clothing or clutter.

19. **Vehicles and Parking:**

- If a guest brings a vehicle, he must have a driver's license and proof of insurance to drive it and keep it on the property.
- If a guest leaves for any reason, their vehicle must go with him. If left, it will be towed away.
- Park in designated areas only.

20. **Visitors:** Guidelines for visitors are as follows:

- Visitor hours are 2:00 PM – 4:00 PM on Sunday.
- Arrangement must be made with the House Coordinator at least two (2) days in advance.
- The House Coordinator or a staff member must be present.

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- All visitors must sign-in upon arrival.
- Visitors can be family, sponsors, mentors, and others by approval.
- The number of visitors at one time is limited to two (2).
- All visitors are limited to the common living space of the lower level.

21. **Curfew:** Daily, Sunday through Saturday 11:00 PM. There is zero tolerance for breaking curfew. Hospitalization is an exception and discharge papers are a necessity.

22. **Passes:** Overnight weekend passes for visiting family are obtained from and approved by staff. All passes must be obtained at least three (3) business days in advance. No overnight passes will be given to spend overnight with a girlfriend. No weekend pass will be given for the first month of entering the Potter's House, and no pass will be given until the entry fee is paid in full.

23. **Pets:** There is a dog that lives at the Potter's House and must be treated respectfully at all times. No other pets are allowed on the premises.

24. **Bicycles:** Must not be kept in the Potter's House. They can be placed in the backyard under the porch overhang. There is a bicycle rack for resident use at our community center on Broadway.

LENGTH OF OCCUPANCY AT POTTER'S HOUSE

Since occupancy at the Potter's House is voluntary, there is no minimum length of stay. The move-on date for each guest will be determined by achievement of several core goals:

- The willingness to develop action plans and meet designated goals in corroboration with the case manager.
- Maintained sobriety and managing behaviors that lead to relapse.
- The ability to cultivate and maintain church relationships.
- Demonstrated willingness to meet regularly with a competent mentor.
- The evidence of self-sustaining financial stability prior to moving-out.

Typically these goals can be achieved within six (6) to fifteen (15) months. If a resident is not meeting goals, action plans, and complying with the requirements, he will be asked to leave.

PROGRAM PARTICIPANT'S OCCUPANCY RELATIONSHIP TO LEXINGTON RESCUE MISSION

I understand that occupancy in the *Potter's House* and payment of a monthly fee does not constitute a landlord/tenant relationship as defined by the laws and statutes of the State of Kentucky. In addition, the program participant recognizes that he may be asked to leave immediately from the *Potter's House* without legal process or without the right to any hearing all within the discretion of the management.

PRIVACY POLICY

The privacy of a client is highly respected and valued by the staff of *Lexington Rescue Mission*. Only designated staff involved in a client's recovery and/or transition will be permitted to collaborate or discuss information pertinent to specific circumstances in order to assist in the development of personal needs or behavioral change of a client. I (the applicant) understand that only designated staff may discuss my living situation at the Potter's House with Social Workers, Case Managers, Probation /Parole Officers, Home placement coordinators or Public Defenders. In an extreme emergency, collaboration with the designated "Emergency Contact" person may be necessary.

THE POTTER'S HOUSE COVENANT AGREEMENT

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A covenant is an agreement/compact between two parties. By signing the *Potter's House Covenant* the staff of the Potter's House agrees to govern the transitional living facility in a manner that is reflective of the guidelines of this document and the policies of Lexington Rescue Mission. Likewise, by signing this covenant, I am agreeing to maintain the guidelines of the Potter's House.

APPLICATION SUBMISSION INSTRUCTIONS

Correspondence: You may mail, fax or bring the signed application to:

Lexington Rescue Mission, 444 Glen Arvin Ave, Lexington, KY 40508,
Phone: 859.554.6939, Fax: 859.381.9603, or email to:
mark.gaus@lexingtonrescue.org

Lexington Rescue Mission Physical Addresses:

Lexington Rescue Mission Outreach Center 444 Glen Arvin Avenue, Lexington KY 40505
Walk In Case Management, Lunchtime meals Tuesday, Wednesday, Thursday and Saturday, Steady Hands Small Group, Chapel and Chaplain Services

Broadway House 629 North Broadway, Lexington KY 40508
Employment Services, Jobs For Life, Reentry Services, Phase 2 of Transitional Housing

Potters House 649 North Limestone St, Lexington KY 40508
Phase 1 of Transitional Housing