

Covenant House

2709 Agler Rd.
Columbus, OH 43224

Friends Indeed Ministry and Faith Covenant Church in Westerville, Ohio, through Friends Ministry¹, provide a Christian setting where formerly incarcerated men can live together in harmony. Our mission is to offer the hand and heart of true friendship as men transition back into freedom, to increase hope and to encourage righteous living through the word of God in the name of Jesus Christ our Lord.

We strive to provide a safe place for residents to establish a new life in Christ surrounded by caring and encouraging people. We assist men in becoming part of a Christian community, in finding gainful employment, in developing their Christian character and in becoming faithful servants of God.

Men can stay at Covenant House for up to four months rent-free, where they are expected to live within boundaries that are established to protect the group's well-being. Men must be willing to set aside their individual interests for the benefit of the group, and we ask all to abide by the teachings of Christ. This manual sets forth general policies, guidelines and acknowledgments for those living at Covenant House.



Covenant House

¹ The Friends Ministry Inc. a non-denomination Christian Ministry devoted to "the Poor in Spirit". The Ministry was founded in 1995 as a non-profit corporation under the Laws of the State of Ohio. The organization is a 501(C) (3) entity under the Federal Tax Code.

General Policies

Conflicts arise in all gatherings. No matter how hard we strive to live in harmony with God and each other, disagreements occur. When this happens it is important for everyone:

- To set aside their personal interests to hear God's voice.
- To set aside their personal interests for the well-being of the others;
- To set aside their personal interests to assist the leadership of Covenant House.

We want everyone's experience at Covenant House (CH) to be enjoyable and productive. When a person leaves, we want them to remember their stay at CH as a time of healing and growth.

Guidelines

Residents are accountable to the CH Ministry Team. We reserve the right to ask residents to leave at any time for inappropriate behavior as defined by the Ministry in its sole discretion. Residents are on probation for their first month at CH, and may be asked to leave after this time if they are unable to adjust to the guidelines of the house in a cooperative manner. Failure to adhere to the house rules listed below can lead to immediate dismissal at any time.

What we do:

- **Spiritual:**
 - Must attend morning (7am) and evening (10pm) house prayer time.
 - Must memorize at least one scripture verse weekly.
 - Must attend at least three Bible studies weekly; Sunday morning at New Life UMC, Monday evening Bible Study Fellowship (BSF), Tuesday evening in-house study. Other opportunities for Bible study and worship are also available but are not mandatory.
 - Must attend a Church service every Sunday, with the second Sunday of every month for Faith Covenant Church in Westerville, OH, and the fourth Sunday of every month for New Birth Christian Ministry, Columbus, OH.
 - Must prepare a Bible study lesson for CH after three months of residence.
- **Developmental:**
 - Must develop and maintain a CH journal of goals and plans. The journal includes memory verses, bulletins from church services, and other reflections on the week. CH staff will discuss resident progress on these plans at the Saturday morning meeting.
 - Must establish a new church home.
 - Must diligently pursue gainful employment, including attendance at job counseling classes. Men are required to work two days per week after being at the house for a month – we have found that employment is always available at temp work agencies.
 - Must make progress in all areas of development.
- **Physical:**
 - Must share daily household chores including yard work.
 - Must submit to drug and alcohol testing.

- Must keep living area neat and clean at all times, e.g., beds must be made up every morning, clothes must be washed and folded, dishes must be washed immediately after use, etc.
- Must store food and drink in the kitchen or basement only, and not in any other rooms of the house. Eating only in the kitchen, dining room and front living room.
- Personal food is to be marked with the resident's name for their use only unless they allow otherwise. Food provided by the ministry can be used by anyone.
- The television is to be turned off by 10pm every night except if allowed by the House Manager.
- The washing machine may be used between 9am-9pm only.
- Computer use for working residents is one hour at a time, between 6-10pm Monday-Friday; for non-working residents it is 90 minutes at a time, during the day, Monday-Friday. Weekends & Holidays: the computer must be shared, one hour maximum per person.

What we do not do:

- Residents must not solicit or accept personal donations while representing Covenant House. Residents, for example, should not personally ask for or receive donations from the congregation of Faith Covenant Church or New Birth Christian Ministry.
- No drinking, no drugs, no tobacco products, no pornography, no foul or disrespectful language on or off the premises. Residents must not bring weapons into the house.
- No unexcused absence, curfew violation, and/or missed mandatory meetings.
- Must not cause dissension among the other residents.
- Must not bring guests into the house without permission. All guests at the house must be treated with dignity and respect.
- No fighting, excessive arguing or expressions of violence. Must not exhibit an unresponsive attitude.

We Live in a Residential Neighborhood

- Residents should not initiate conversation with neighbors, but should graciously respond if appropriate. Residents should generally not be on a neighbor's property.

Transportation

- Residents should use COTA or arrange for their own transportation.
- Residents may have a vehicle but it must be parked in the designated location
- Resident with cars must provide appropriate legal documents.

Loans and other Support

- The resident agrees NOT to loan money to another resident.
- All requests for loans must go to the CH Ministry Team.

Overnight Pass

- Residents must get prior approval from CH Ministry Team for overnight stays away from Covenant House. Passes are not given during the first 30 days of residency.

Acknowledgements

General Policies

- The resident acknowledges that no compensation is expected for Ministry work.
- The resident acknowledges that medical expenses are their responsibility.
- The resident acknowledges that they can be asked to leave at any time.
- The resident acknowledges that he is responsible for his own items.
- The resident acknowledges that the CH Ministry is not responsible for any resident loss.
- The resident acknowledges that they can be asked to submit to a drug/alcohol test at anytime.

Residents Responsibility

- Resident will provide full disclosure of all medication.
- Residents are responsible to find their own employment.
- Resident will provide disclosure of all income.
- Resident will establish hobbies or activities to keep busy.

Guest Visiting Policy

- Overnight guests are not permitted.
- Resident will arrange to meet family and friends at another location, or at Covenant House with the permission of the House Manager. Permitted visiting times are generally restricted to weekends.
- Guests are always allowed to visit for Wednesday night Bible Study.

Curfew

- Curfew is 10:00 pm.

Animals and Pets

- Animals, birds, or pets of any kind shall not be permitted inside the residence at anytime.

Covenant House
Application for Residency

EXPECTED RELEASE DATE: _____

PERSONAL INFORMATION:

Name _____

Current Address _____

City _____ State _____ Zip _____

Social Security# _____

Date of Birth _____

Marital Status _____

Number of dependents _____ Age of dependents _____

Church Affiliation _____

Highest Level of Education _____

GED? _____ Year obtained. _____

Clothing size: Shirt _____ Pants _____ Shoes _____

HOW DID YOU LEARN ABOUT COVENANT HOUSE?: _____

EMERGENCY CONTACT INFORMATION:

Closest Relative's name _____

Their relationship to you _____

Their phone number _____

Who to contact in case of emergency _____

Their phone number _____

PERSONAL:

When did you come to saving faith?

How did you practice your faith in prison?

LEGAL HISTORY:

Describe current and previous convictions, and dates of incarceration:

Are you currently under parole or a suspended imposition of a sentence? yes / no

Are you under legal obligation to report your living arrangement to any judicial jurisdiction?
yes / no

If yes, please explain _____

HISTORY OF SUBSTANCE ABUSE:

Do you feel a need for treatment programs such as AA/NA during your stay at CH? yes / no

Date of Last Use _____

Substance _____

CURRENT PHYSICAL AND MENTAL CONDITION:

Are you committed to be tobacco and substance free? yes / no

Are you currently being treated for any medical or psychiatric condition? yes / no

If yes, please explain _____

Are you currently taking any prescribed medication? yes / no

If yes, explain please indicate medication name and dosage _____

Have you ever attempted suicide or are you currently contemplating suicide? yes / no

If yes, please explain _____

Have you now or/ ever seen a doctor or counselor for therapy? yes / no

If yes, please explain _____

Do you have any physical challenges that will interfere with working a job or doing basic household chores? yes / no

If yes, explain _____

WORK HISTORY:

Previous jobs _____

TRADE AND SKILLS PERSONAL ASSESSMENT:

What field or trade skills are you hoping to pursue? _____

How do you relate to people in position of authority? _____

Skills _____

Interest/ Hobbies _____

LIFE GOALS:

What do you want to be remembered for? _____

Describe where you see yourself in:

Six months: _____

One year: _____

Five years: _____

Financial Obligations and Disclaimer

Residence fee is 20% of earned income to be refunded to the resident upon honorable completion of their time at Covenant House. Our goal is to require residents to save a portion of their income so that they can more easily transition out of the house when it is time. The residence fee is due on payday, and fees are considered late if not paid immediately. Failure to pay the resident fee for two months will result in dismissal.

Disclaimer

The undersigned resident hereby releases The Friends Ministry, Covenant House Ministry Team, and its officers and Trustees, including teachers and mentors, from any liability arising from damage, loss or theft of any personal property. The resident acknowledges that he is responsible for his personal property, including but not limited to, money, damage to cars, clothes.

The undersigned resident acknowledges that he has read the Covenant House Guidelines and agrees to abide by all rules and conditions contained therein and any subsequent rules that the Ministry Team deems necessary to include that enhances living at Covenant House. This agreement and any attached addendum constitute the entire agreement between the resident and the above mentioned parties, and no oral statements shall be binding.

The undersigned resident hereby acknowledges that he is subject to random drug/alcohol testing and agrees to cooperate in giving the Covenant House Ministry Team a personal urine sample upon request.

The undersigned resident acknowledges that the Covenant House Ministry Team reserves the right to conduct random searches.

The undersigned resident hereby releases Covenant House Ministry Team, its officers, and Trustees from any liability arising from the negligent conduct of the other residents.

The undersigned resident hereby releases Covenant House Ministry Team, its officers, and Trustees from any liability arising from criminal actions of the other residents.

The undersigned resident hereby gives Covenant House Ministry Team, its officers, and Trustees the right to use any personal photographs or writing in Ministry publications.

Signature _____ Date _____

Print Name _____

Resident Agreement

The Covenant House (CH) Ministry Team, a part of Friends Ministry operates Covenant House at 2709 Agler Road, Columbus, Ohio. From time to time, individuals desire to live on the premises as residents. This agreement attempts to define the specific rules and arrangements between the parties.

This is an agreement between CH Ministry Team, a part of The Friends Ministry Inc., an Ohio Not for Profit Corporation with offices 386 Charmel Place Columbus, Ohio 43235 and

_____, an individual.

The purpose of this agreement is to define the living arrangements for the above named individual. The following are the mutually agreed upon terms and conditions. This agreement shall be on a month to month basis.

- At the sole discretion of the the CH Ministry Team, this agreement shall extend for additional months at the end of the six month stay.
- This agreement and any attached addendum constitute the entire agreement between the resident and CH Ministry Team, and no oral statements shall be binding.

In witness whereof the parties hereto have caused these presents to be signed in person.

NOTE: Guidelines to be administered at the discretion of the CH management team and may be deviated from time to time as the incident and involved parties require.

Signature _____ Date _____

Print Name _____

CH Ministry Team Signature _____ Date _____

Print Name _____

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COVENANT HOUSE MANUAL ACKNOWLEDGEMENT

I have read and agree to abide by all the general policies, guidelines and acknowledgements as stated in the Covenant House manual and application.

Signature _____ Date _____