ADDENDUM C

SafePlace Supportive Housing Program
Cooperative Living Agreement

SafePlace’s Supportive Housing Program is a community of families living together to rebuild their lives. In order to help protect the health, safety, and well-being of ALL residents and build a community which promotes cooperation, dignity, and mutual respect, please read this agreement carefully and make a commitment to follow it while you are living here.

While staying at Supportive Housing, I agree to the following:

1. To accept all residents as equals, regardless of race, beliefs, national origin, economic status, sexual preference, or physical /mental disability.

2. To resolve concerns or disputes among neighbors respectfully or, if necessary, to ask the Resident Services Coordinator to mediate with the people involved.

3. To respect my neighbors’ privacy and right to confidentiality.

4. To respect my neighbors by maintaining a considerate noise level at all times.

5. To respect my neighbors’ property as well as the property of SafePlace.

6. To refrain from spanking, slapping, or hitting my children while living in Supportive Housing. Physical discipline of any kind can be intimidating to others. SafePlace staff can help me find peaceful ways to discipline my children. I also understand that the staff must, by law, report any information about abuse or neglect involving my children to the proper authorities.

7. To supervise my children at ALL times. For more details, see child supervision policy (page 13).

8. To participate in the Residents’ Council.

9. To contact the Resident Services Coordinator or my Advocate if I have any questions about the rules or policies of the Supportive Housing Program.

10. To read and sign the Supportive Housing Program Facility Rules and comply with the terms of the Contract and Lease Agreement.

_______________________________________________________________________
Resident’s Signature Date

_______________________________________________________________________
SafePlace Representative’s Signature Date

ADDENDUM D
SafePlace Supportive Housing Program

Facility Rules

The rules and regulations listed below apply to the residents, their family and visitors and should be followed at all times while on SafePlace property. SafePlace property is defined as the individual apartments, parking lots, the mail and laundry rooms, the shelter area, childcare/school and the Supportive Housing grounds. We (clients and staff) are all responsible for the safety and well being of individuals living in our community, so we encourage you to submit a written incident report if you observe a rule violation that concerns you. In addition, violation of any of these rules and regulations may result in SafePlace staff completing an incident report and/or may result in eviction. Those violations indicated with an * may result in immediate eviction. Repeat violations of any rule may also result in eviction. SafePlace staff will consult with you on any rule violations.

*1. Alcohol and drugs are not permitted on SafePlace property. Drug use, sale or trade by the Resident or Resident’s visitors will not be permitted on the property.

*2. Guns or weapons are not permitted.

*3. Batterers are not permitted on SafePlace property (see above for definition of SafePlace property); child visitation must be conducted off-site.

*4. Acts of violence against others by Resident or Resident’s visitors are prohibited.

*5. Gasoline and other explosives are not permitted in the apartment.

6. Pets are not permitted.

7. Visitors must follow the Visitor’s Policy (see attached).

8. Tenants who experience theft, robbery or burglary are encouraged to file a police report and submit an Incident Report to the Resident Services Coordinator.

9. Promptly report any need for repairs to the Resident Services Coordinator.

10. Do not make any repairs, changes or improvements (including painting) to the apartment or to SafePlace furnishings without the written consent of SafePlace staff.

11. Do not remove any SafePlace owned furniture.

12. Maintain good housekeeping standards.

13. Deposit trash in the dumpsters on-site.

14. Alternative heating and air-conditioning units are not permitted.

15. Do not smoke in the laundry room.

16. Periodically, additional rules may be put in place to increase the safety and well-being of the residents. Any additional rules will be communicated clearly in writing to all residents and should be followed in the same manner as the standing rules.
I understand and agree to follow the rules listed above during my residency in the Supportive Housing Program. I understand that if I, members of my family, or my visitors violate these rules, it may result in eviction.

________________________________________________________________________
Resident’s Signature

__________________________
Date

________________________________________________________________________
SafePlace Representative’s Signature

__________________________
Date

If you have any questions or concerns regarding these rules please contact the Resident Services Coordinator, your Advocate, or the Director of Transitional Services.
SAFEPLACE SHP VISITOR’S POLICY

SafePlace’s goal is to provide a safe, peaceful, and healthy apartment community for you and your family. You are encouraged to think carefully about whom you invite onto the property and make sure your guests understand and follow all the rules and guidelines associated with living here. Violations of the Visitors Policy may result in fines and/or exit from the program. Exceptions to any of these rules are made on a case-by-case basis.

1. **All Visitors must be pre-approved.**

2. Batterers are not permitted anywhere on property; this includes the Resident’s batterer as well as abusive partners of any family members or friends.

3. Visitors must be accompanied by the adult resident at all times while on SafePlace property (as defined on page 10).

4. Visitors may not ask anyone to let them in or to go get the resident that they are visiting. Visitors must wait for the resident to let them in.

5. Visitors are not allowed to use, or have possession of: apartment keys, mailbox keys, or security gate pass cards.

6. Visitors are not allowed to use the laundry facilities.

7. Visitors must comply with all terms of the Lease Agreement, Facility Rules, and Cooperative Living Agreement. Residents will be held accountable for the behavior of their visitors.

8. Loitering, gathering, and socializing in the SafePlace parking lots is not permitted for safety reasons. This rule includes Residents and all of their approved and unapproved visitors. Please limit your pick-up and drop-off times.

9. Visitors who violate any of the rules or act in ways judged by SafePlace staff to be disruptive or threatening to residents will be asked to leave the property. An Incident Report will be filed with the Resident Services Coordinator and Advocate.

I understand and agree to follow the rules listed above during my residency in the Supportive Housing Program. I understand that if I, members of my family, or my visitors violate these rules, this may result in eviction.

______________________________  ______________________________
Resident                                      Date

ADDENDUM F
SAFEPLACE SUPPORTIVE HOUSING PROGRAM
Child Supervision, Babysitting and Curfew Guidelines

1. Children who are under 10 may not be left unsupervised for any reason. Supervision must be by the parent or another adult by agreement.

2. Children 10 to 17 years old must be inside their apartment if their mother is not home unless prior staff approval has been obtained.

3. Children 10 to 17 can be in the courtyard if mom or another designated adult babysitter is home.

4. Children 11 years and up (sibling or not) may be allowed to baby-sit with prior staff approval.

5. Children may not be left overnight with other residents without prior staff approval.

6. Children may not have friends over without parental approval and the parent must be at home.
   All visiting children must follow the supervision guidelines.

7. All children must be in their apartment by 8:00 pm, unless supervised by a parent. Teenager curfew may be negotiable between teen, parent and Supportive Housing staff.

8. Staff may adjust these guidelines based on individual cases.

I have read, understand and agree to follow the Supervision, Babysitting and Curfew Guidelines. In addition, I understand that if I do not follow these guidelines, it could result in some or all of the following:

- loss of some or all privileges (e.g. courtyard time, visitors, etc),
- fines of $25 per incident,
- conditions added to lease as a requirement to stay in the program,
- non-renewal of lease (exit from the program).

As noted in the lease, SafePlace staff is required by law to report a pattern of neglectful supervision to the proper authorities. If at any point I have a concern or need support around following these guidelines, I will speak with Supportive Housing staff.

Client signature (parent or child 10 and over) ___________________________ Date_________