

## **Bridges of Hope: Guidelines**

### **Intent.**

The Bridges of Hope (BOH) transitional living houses provide a residential setting to support a Christ-centered, *transformational* community to assist men released from jail, prison and substance abuse rehabilitation centers. It is intended to be a Christian community, relying on Biblical truth for personal growth.

Consideration of others and fairness will rule Resident interactions. Residents will live in an atmosphere of trust, security and mutual respect for each other's dignity.

Through transformational discipleship with mentors, the experience will include vocational and life skills training. Residents may pursue educational opportunities.

We encourage whole-person restoration. We honor cultural, social and spiritual aspects of personal identity. We understand that how we respect others is a reflection of how we present ourselves in social, cultural, and spiritual communities. Residents transform their lives in order to claim a successful and independent lifestyle, while being a responsible member of society.

### **Scope.**

These Guidelines support the House Expectations Orientation that every new Resident receives when moving in. These Guidelines are approved and fully supported by the house Director and all Board members of BOH. God's complete Word in the Holy Bible, sufficient for all healing and restoration, is the first reference for deciding about suggested additions or changes to these Guidelines.

### **General Guidelines.**

- 1) Residents of BOH are not "tenants", meaning traditional rights of tenancy such as keeping areas locked or free from search without a judicial warrant are waived by Residents. Residency is an at-will agreement lasting up to 36 months / 3 years but can be terminated anytime by either the Resident or BOH.
- 2) Communication is important to avoid differences between Residents, the house Director, and Board members about what has been said and agreed upon. Any temporary variations of rules for exceptional circumstances will return to these standing Guidelines as soon as the situation is resolved.
- 3) All Residents will attend the mandatory weekly house meeting which is run by the meeting manager, usually the house Director and any Board members present. At all times the house Director represents the Board. In the house Director's absence any Board member will serve as the meeting manager. These meetings are designed to check in with each Resident and resolve any problems. Residents will sign-in on the meeting attendance sheet and turn in their weekly sheet to the meeting manager for

filing with the house Director. Residents will remain for Bible Study which begins at 5PM and lasts one hour.

4) Residents have been screened and approved for their willingness to overcome past addictions, with some demonstrated success at being clean and sober. Once accepted as a Resident of BOH, a man will not consume intoxicating alcoholic beverages, nor use any controlled substances, nor abuse OTC pharmacy products (such as cough medicine), nor take any non-prescribed medication. Through experience, BOH has adopted a Zero Tolerance policy towards any non-medically-prescribed use of these items. There are no second chances.

A Resident found to not be clean and sober will be dismissed from the program to a detox center. The Resident may submit a new application to seek approval from the Board to move back into the house.

This policy will be enforced through both scheduled and random UA's and breathalyzer tests. Refusal to take a test at any time during your stay at BOH will be interpreted as having used. When directed to take a test, any other scheduled activities for the Resident will be postponed, regardless of its personal importance to the Resident. A Resident will produce a UA within one hour or be directed to pack up and leave.

Plainly, when called to take a UA test a Resident is "grounded" until they provide the urine sample for testing. Employers and outside parties will have to be made aware should a timing conflict arise for the Resident. The house Director or Board member requesting the test will certainly try to avoid any unnecessary inconvenience to the Resident. However, full commitment to sobriety must be a Resident's first priority.

Residents join the BOH community because they have stated they are ready to change, and they are expected to do so successfully. At the first "tingling" of a desire to consume or use a Resident must express their thoughts to the house Director or a Board member and be willing to follow the recovery steps to firmly refuse that desire. Residents must be proactive -- speaking up before acting. Any positive test administered by BOH and confirmed by a laboratory, or performed by Law Enforcement or DOC, will be grounds for immediate dismissal from the BOH transformational home.

5) All Residents agree to abstain from drugs/alcohol/porn/gambling or any other addictive process. Prescriptions containing a controlled substance must be brought to the attention of the house Director. No Resident may possess or dose themselves with prescription drugs not prescribed to them personally. Any use of pornography will be treated as an addiction and the same guidelines as substance abuse will apply.

6) No firearms or weapons are allowed on BOH property.

7) The BOH house will have a Zero Tolerance for violence, bullying, or stealing. Fist fighting is not the way to settle disputes, as we seek to follow Christ, and will not be tolerated. Any other repeated disruptive behavior will require a 30-day probation period and will require a change of behavior by the Resident as determined by Board review

and agreement. BOH is not equipped to treat mental illness and resulting behaviors that create a disruptive house environment. Unreported or new mental health behavioral issues may result in Resident dismissal.

8) An arrest of any crime must be reported to the house Director or Board immediately. Failing to report an arrest will result in a 30-day probation period as determined by the Board.

9) Residents will comply with all instructions and obligations to the Department of Corrections (DOC).

10) A Resident may stay as long as he is clean and sober, keeps his room payment current and is not disruptive to the community. The Resident is undergoing his process of transformation, which can reasonably occur within 36 months or 3 years; however, a Resident's stay is considered indefinite or open-ended when there is agreement of the Board.

#### First 30-day Probationary Period.

The first 30 days of residency will be a probationary period. This is so the other men can become familiar with you, discover your personality and traits while also helping you become familiar with all rules and aspects of living in the house. The 30-day probationary period for new Residents follows these guidelines:

- Curfew – 10PM every night for first 30-days.
- Acquire an AA or NA sponsor within 30-days (even a temporary one if the right fit is hard to find).
- Attend a minimum of three 12-step meetings weekly.

#### Earned Suspension or Probationary 30-day Periods.

A Resident will be placed in this status for 30-days for any infractions mentioned in these Guidelines other than being “dirty”, i.e. not clean and sober (there is no probation for that). Examples include: breaking curfew, fighting, not doing chores.

#### Cost to Residents.

- a) Two men will share each room.
- b) The house will provide basic needs for Residents, including beds, dressers, utilities, landline phone service, laundry facilities, and full kitchen with utensils and dishware. No personal furniture is permitted in the house. BOH will make reasonable efforts to accommodate Resident comfort for sleeping needs.

- c) Residents make a monthly payment for their room, which is not “rent” by definition such as would exist in a tenant/lease situation. The cost to be a Resident of BOH will be \$350 monthly. The first month’s fees are \$500 for move-in costs and should be paid before moving in. The move-in date becomes the monthly due date, so there are no prorated room payments.
- d) Residents wanting premium TV channels such as HBO will split the added cost with other residents. For each house, the added cost to BOH for HBO is \$15 per month.
- e) Residents must pay their fees due in a timely manner. The house Director will work with Residents fairly. However, at least 50% of the amount due must be paid within ten days of the due date or the Resident must move out. The only exception would be approved payments, such as from the Opportunity Council or other program, that are in the process of being sent. In this case the funds must be received by the mid-point or halfway through the Resident’s monthly period.

Framework for House Cooperation. → Violations of these rules warrant Resident suspension status.

#### 1) Resident Rooms.

- a) Residents only occupy their own assigned room and do not enter room areas assigned to others without that Resident present.
- b) Residents are subject to a room/property inspection at any time and random inspections of any area may occur by house Director or Board members.
- c) No drugs or alcohol or related paraphernalia will be allowed anywhere on the premises. This includes all items with words, dual purposes, or shapes suggestive to alcohol or drug use.
- d) Residents will not rearrange room furniture without speaking with the house Director or a Board member.
- e) No painting of rooms without permission or decoration with permanent fixtures. Wall hangings must convey images and messages supporting the personal transformational growth process.
- f) Residents are only allowed needed items belonging to them personally in their room.
- g) Fire Hazards - Any electrical appliances or sound systems are prohibited in Resident rooms and must be approved in common areas. Ironing must be done on an ironing Board.

- h) Room assignments are chosen by the house Director and Board. Change of roommates must be approved by the Board.
- i) No cooking or storing of food items in rooms. Again, no taking plates or bowls of food to a bedroom to eat. Eat in the common area near the kitchen.
- j) No drink or any liquid outside its original sealed container may be stored or left vulnerable to spill in a Resident's room.
- k) Storage of urine anywhere will be grounds for dismissal.
- l) Residents cannot have pets in their room or anywhere on the property.
- m) Residents will not have their own internet service on their handheld phone or establish internet services or pay television service in their room.
- n) A Resident should use his room for renewing himself through resting, reading, and reflecting.

## 2) Common Areas.

- a) Kitchen -- Refrigerator space is shared, and designated cupboards are available. Residents will maintain their own food supplies by cleaning spills and discarding unused, expired, or spoiled foods.
- b) Cooking oils and grease will be stored for use sealed with lids; they will also be sealed when put in the trash. Never pour used oils and fats into house plumbing.
- c) Foods will not be left out in common areas, since this invites insects and rodents with the health risks they pose to everyone coming in the house.
- d) Eat in the common area, preferably at the dining room table, and clean up your mess – dishware, crumbs, spills. If you eat in the living room, be careful to keep spilled food out of furniture and carpet.
- e) A television will be provided in the living room on a first-up basis. No one will control the program selection all the time.
- f) No Resident will attempt to order TV programming or change the channel line-up, including pay On-Demand shows or Pay-Per-View programs, regardless of content.
- g) A computer is provided in the common area on a first-up basis but limited to use time of one hour when others are waiting. Residents will not attempt to bypass internet content filtering. Residents using Wi-Fi will receive content to their devices through the house internet filter. Residents will not connect cell phone boosters or any other devices behind the house computer.

h) Landline telephone is provided. Calls are limited to 15 minutes when others are waiting. Residents will not erase messages that have been left for someone else. If answering a call please write down and relay messages to other Residents. Residents are aware that telephone records of numbers called belong to BOH. Residents will return the cordless phone to the base for charging and use by others – please do not leave the phone in your bedroom.

i) No storage of property is allowed in the house common areas (including garage) without approval by the house Director or Board.

j) Under no circumstances will Residents conceal or hide anything on BOH premises, especially illegal or forbidden items, or any item that is a precursor to drug use or production.

k) Residents will not rearrange furniture or make decorating choices in common areas without approval by the house Director or Board.

l) At all times, CLEAN UP AFTER YOURSELF, out of respect for the others who have to live with you.

### 3) Chores.

a) Remember, every Resident is expected to clean up after themselves and contribute to keeping house and grounds outside maintained, comfortable, safe, and livable for everyone.

b) Every day, use the “clean as you go” approach. It is much easier!

c) Residents must maintain their personal rooms in a clean, orderly, sanitary condition. No clothes strewn all over the floor, make the bed, use the space in the closet and the dresser drawers. This takes your time and effort – live like an adult.

d) When the living environment needs special attention the house Director may organize cleaning times where everyone will participate.

e) Chores are distributed with fairness so every Resident should contribute as equally as possible.

f) Snow removal and litter pick-up is the responsibility of Residents in the house closest to the problem.

g) Residents will use a lawn mower or weed-eater (choice depending on ground slope) to trim grass. The house Director will assign mowing zones for each Resident to keep cut during the growing season.

h) Residents will not remove any chore equipment from the premises. Report any unsolved equipment maintenance issues or needs to the house Director. Report any missing tools or equipment to the house Director.

4) Visitors.

- a) Females -- No women in the house except family members on family day during the scheduled hours on Saturday and Sunday. No females allowed in bedrooms any time, including family day.
- b) Visitors (other than children) will be screened by the house Director or Board members to assure they have Resident's best interests for transformation in mind.
- c) Visitors are responsible to keep the same framework for community cooperation as the Residents. Questionable visitors will be evaluated at the weekly house meetings.
- d) Residents will not leave their visitor(s) in the house alone.
- e) No overnight visitors are allowed, including children.
- f) Visits must be kept between daylight hours up to 10:00PM – curfew time -- and occur without disruption to other Residents.
- g) Sexual activity of any kind is always prohibited anywhere on BOH property.
- h) All visitors must sign the visitor log – all guests who get out of their car must be recorded. Residents are responsible for their guests.
- i) Visitors on Sunday should depart at 3:45PM and be off property as the house meeting begins at 4:00PM.

5) Curfew.

Residents are required to be home by 10:00PM every night, except that Residents off probation have a midnight curfew on Friday and Saturday. If a Resident is needing to be out past curfew it needs to be approved by the house Director or a Board member. Unexcused or failure to obey the curfew may result in a probationary period or discharge from the program.

6) Nights Away from Home.

- a) After the 30-day probation period Residents may spend one night each week away from the house. Notify the house Director that day as a courtesy. Residents are expected to be honest about where and why they are having their night out, and the place and reason should support their personal growth.
- b) Special consideration will be given for extended time such as family vacation, mentor involvements, special approved activities (workshops, conventions, etc.)

c) Residents will be expected to take a UA and/or breathalyzer upon return to the home.

7) Vehicles.

a) Limited to one per member. Use appropriate parking to be considerate of others.

b) Vehicles that are not running must be removed off the premises.

c) All Vehicles must be registered and licensed to the Resident.

d) Vehicles are not allowed to be parked in the garage at any time.

e) Residents agree that their vehicle is subject to inspection for contraband (illegal) or forbidden items just as rooms are.

f) BOH will work with Residents regarding personal vehicles "in transition".

g) Bicycles will be kept in the garage.

h) BOH does not anticipate Residents keeping both a motorcycle and a car while undergoing their transformation process.

8) Smoking & Tobacco.

a) Smoking must be done only outside and properly disposed of (butt cans are provided).

b) Residents will not smoke beside open doorways -- the smoke odor comes into the house and is difficult to remove from walls, carpeting, and upholstery.

c) A practice of personal responsibility is that no one else is responsible for picking up your butts. Use the butt cans. Empty them into a plastic bag and place the tied bag in the outside garbage can.

d) Never allow a butt to smolder near any tinder. Always extinguish and check.

e) If you chew in the house, do not leave spit bottles sitting around common areas. Always tightly cap spit bottles and dispose of them.