



THE REFUGE HOUSE

GUIDELINES AND RULES

The men of The Refuge House have a specific purpose and goal to support each other in growing in the Christian life and living together in a drug and alcohol-free environment. Working together they can improve their physical, mental, emotional and spiritual health life so that they can become active and independent people who have grown into individuals who better contribute to both their families and society. As we live together in community, we recognize that we must follow a few simple rules that can maintain the comfort and safety of all residents. Any deviation from the rule can be grounds for immediate discharge for The Refuge House.

Guidelines and Rules:

- No alcohol or drug possession or use is allowed at The Refuge House
- There is to be no smoking in the house.
- Smoking will only be allowed in the designated outside area.
- All prescription and over the counter drugs will be locked up except when taken. The only exception to this rule is medication taken with a resident to work or authorized activity because of the requirements of the prescription.
- All cigarettes, lighters, and matches will be locked up when not in use.

- The resident will not encourage other residents to smoke nor share cigarettes with other resident.
- Any resident found with a weapon will be immediately discharged.
- All residents must obey The Refuge House rules. Those who do not will be asked to leave and may be restricted from returning.
- All residents are welcome to invite friends over to the house, but all friends must remain in the assigned visiting areas. No female visitors will be on the premises if the House Advocate is not present.
- Visiting Hours will be set by House Advocate at appropriate hours. House advocate will Post set visiting hours at least two weeks in advance. With permission, the family may visit at other times if the House Advocate is present.
- Restraining orders will be obeyed.
- No pets allowed
- All residents will participate in upkeep in their personal rooms, common areas of the apartment they reside in as well as the common areas of the apartment building. They will complete chores every week and will share bathroom spaces within their assigned apartment. The house advocated will make a schedule for chores for common areas.
- If a resident is staying the night elsewhere, the House Advocate must pre-approve these arrangements at least one day prior to the absence.
- All residents will be responsible for their own personal hygiene products, food and cleaning supplies within the apartment. Some of these may be available free of charge through the food pantry.
- The residents will participate in counseling and mentoring programs as scheduled. They will actively work to implement their goals and discharge plan.
- The residents will consistently attend all scheduled counseling, treatment-oriented groups, and mentoring session. All participants will coordinate and allow house advocate to verify participation in these activities.
- No participation in any illegal activities is allowed by residents while they are part of this program.
- Residents will attend the Church of your choice at least once weekly.
- Residents are expected to find employment. Prior to finding employment the resident will participate in volunteer activities for a non-profit group as arranged by the House Advocate.
- There shall be no incense or open flames by residents on the premises.

- Pornography, posters of women, violent or sexually inappropriate videos, books and magazines are not allowed on the premises. Music containing violent, degrading or sexual explicit language is not allowed.
- Resident shall not engage in any sexual activities on the premises.
- Residents will pay a fee or rent to cover building cost and program costs.

The monthly fee is as follows: \$400.00 per month. If upon intake it is determined that the candidate is unable to pay the fee, costs will be as follows

Months one and two: \$100.00 a month

Months three and four: \$200.00 a month

Months five and thereafter: \$400.00 a month

Violation of the rules may lead to immediate expulsion from the program

** I acknowledge that I have read this packet and understand it. I have asked the necessary questions regarding items that I did not understand, and they have been clarified for me. I agree to comply with all the guidelines and know that breaking any of them can cause an immediate evaluation and possible dismissal. I understand that I am living in a Christian program with other hurting and broken men and will not hold The Refuge House or anyone associated with this ministry liable for any material loss. Moreover, in the matter of any dispute between the parties, I agree to participate in mediation and/or binding arbitration.

Resident Signature _____ Date _____

House Advocate Signature _____ Date _____

Advisor Member Signature _____ Date _____



The Refuge House

The Refuge House is a faith-based, non-profit organization that provides supportive services and transitional housing to homeless men.

Through the support system of the House Advocate, the Advisory Team, and the community network we have established, we will offer support to those men who will call Refuge House home while they reach their ultimate goal of self-sufficiency and personal success.

Our network of community support will include:

1. A partnership with area employers and employment services to offer
 - a. Instruction and training in the interview process
 - b. Offer interviews for job opportunities which may be available
 - c. Provide skill training for entry level positions
2. A partnership with area pastors and churches who support this initiative
 - a. Spiritual mentorship and fellowship
 - b. Encouragement
3. Counseling and Group Support
 - a. Establishing relationships with area Counseling resources such as Hillcrest Services for while they are in the program and beyond, and Community Action, to assist them with housing placement and more as part of their exit plan.
 - b. Support groups such as Celebrate Recovery which we established in Brighton (also located in Burlington) and AA, NA groups
 - c. Getting Ahead classes – part of the Bridges out of Poverty Initiative, brought by the Fellowship and then Word Alive.
4. The Facility is located in Olds. Currently set up with four 2-bedroom apartments, with one of those apartments being for the House Advocate. We will be able to house up to 6 men at any one time.



Our Vision

At The Refuge House, our purpose will be to take the broken human spirit and offer support and resources to restore it body, mind and soul. We feel that by educating and assisting the entire person we not only strengthen the individual, but the family and the community he impacts as well.

Our Mission

- The Refuge House shall be a faith-based, non-profit organization helping homeless men in crisis by providing transitional housing and supportive services that assist participants as they strive towards self-sufficiency and seek to obtain permanent housing.
- The Refuge House will not offer emergency (immediate) shelter. That is an ongoing need that most certainly must be addressed for SE Iowa, but it will not be the purpose of this facility.
- The Refuge House will not be a treatment center for addictions. The House will provide a stepping stone toward self-sufficient and healthy living for those who have successfully gone through a drug or alcohol program. Rather than entering back into the toxic environments they just came out of; The Refuge House will offer these men a safe harbor to get their feet firmly planted once again.
- The Refuge House will be for that husband who finds himself separated from his wife, and is wanting to find a way to repair the situation, but has nowhere to go.
- The Refuge House will be a Christ-Centered transitional housing for men, 18 years of age and older.

Operation

What will a candidate experience when they come to The Refuge House?

1. Each candidate for residency must complete an application and be approved by the HA and the Advisory Team
2. To be eligible for our transitional housing program, you must meet the following:
 - a. Be deemed homeless, at risk of homelessness
 - b. One adult must be of legal age to sign a lease – 18 years old or older
 - c. Free of any outstanding warrants



- d. Not have been charged with or committed any sex offense
 - e. Be drug and alcohol free and able to pass an initial drug screen and random screenings after
 - f. Verifiable employment or demonstrate eligibility for gainful employment
 - i. If verifiable income at move in does not include employment, you must agree and be able to gain employment within 30 days from move-in.
 - ii. Have some form of verifiable income throughout the eligibility and application process and at time of move in.
(Examples include, but not limited to: paycheck stub, SSI, Child support, Cash jobs are not accepted.)
 - g. Participants are required to sign an agreement of terms of living at The Refuge House and agree to pay rent (currently set at \$400 – this may include a sliding scale at entry)
3. Eligibility does not guarantee acceptance into our program. They will have to be approved by the HA and by the Advisor Team, and be clear of the above mentioned legal concerns.
4. If approved:
- a. They would have an intake assessment with the House Advocate
 - b. Establish goals to strive towards and then meet with the HA regularly to measure those strides
 - c. Would attend regular House Meetings, to take place at least once per month
 - d. They will participate in a rotation of chores to maintain the facility and grounds, plus maintain a proper cleanliness of their apartment area.
 - e. They will participate in weekly Bible Study unless work schedule prohibits.
 - f. They are encouraged to attend a local church of their choice
 - g. With the partnership of the House Advocate they will have a spiritual mentor come alongside them – pastor or layman.
 - h. If approved, they are received and accepted from where they are. We recognize that those coming in are broken, and they may or may not have a faith or trust in the Lord, but if accepted, they will understand that The Refuge is a Christ-centered facility and will have agreed to live subject to the programming and guidelines of the facility.



This facility cannot help those who are hurting without the active support of pastors, churches, community businesses, social service organizations and community members.

That active support may can come in the form of:

- Work Teams to maintain and/or repair the facility.
 - The designated Commons area in the basement and the laundry area need immediate attention. Repair of a leak along the standpipe, and any other possible water leaks to that basement area. Deep cleaning and installation of furniture. A contractor should evaluate for any other concerns
 - The HA apartment needs to be renovated immediately, including carpentry work, plumbing work and more.
 - Furniture needs to be donated – and when the apartments come open, they need cleaned and outfitted.
- Male Spiritual Mentors to come alongside the men of The Refuge. Men who are established in their faith in Christ and who would offer an example of men of God as directed in Scripture. For example, the Apostle Paul said that his followers should look to him as an example in the same way he looked to Christ (1 Corinthians 11:1). This is not arrogance on Paul's part. It is simply a principle of spiritual mentorship. The student needs an example to follow and the teacher needs to be the best one he knows how to be (2 Thessalonians 3:9). Again, this does not mean the teacher will never make a mistake, it simply means that the teacher will strive to be a good example. The mentor should be in agreement with the Statement of Faith of Word Alive Ministries and in harmony with the teachings of the Apostles Creed.

Ongoing Financial Support. Faithful support from Our local churches, Sunday Schools classes, ministry groups, local businesses or individuals are needed to for the success of this ministry to the broken. We are intentionally striving to keep our operating budget to a minimum so we might maximize our resources to minister to the residents of The Refuge House.

For more information, or to request an application for entry, you may call The Refuge House at 319-201-8187.



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The Refuge House

A Men's Transitional Living House

(319)201-8187



Proposed Budget for the Refuge House

Description	Monthly	Annual
House Advocate Salary	\$ 1,500	\$18,000
Est. Payroll Taxes	\$ 115	\$ 1,380
Advocate Housing/Expenses	\$ 670	\$ 8040
Advocate Training/Travel	\$ 100	\$ 1200
House Ministry	\$ 200	\$ 2400
Materials/Expense		
Operational Expense (Utilities/Maint.	\$ 1870	\$ 2,440
Supplies/Contingencies)		
	\$4455	\$53,460

Start-Up/Other Costs

Computer/Printer	\$ 200
Security Cameras	\$ 500
Furniture Common Area *	\$ 200
Insurance/Licenses	\$1000
Connect Utilities **	
Appliances? **	

* Much of the furniture will be obtained through donations and the Word Alive Furniture Ministry, but some cost may be necessary

** Not a foreseen cost, but we wanted to allow for possible issues.

Thank you for taking the time to listen to God's calling for our community and the vision of Word Alive Christian Outreach ministries regarding **The Refuge House**.

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Our network of community support will include:

- A partnership with area employers and employment services to help the men find gainful employment and financial stability
- A partnership with area pastors and churches to offer support, mentorship, and new healthy relationships
- Counseling and Group Supports to offer guidance and focus through the process of recovery and self-sufficiency, including an effective exit strategy.

Your prayer and support will help to ensure the greatest opportunity for these men to experience freedom from the past and healthier choices for the future. Together, we provide these men a safe harbor and time to see new and better lives founded in the solid promises of God and His Word. Thank you for blessing us and blessing those who are broken!



Financial Support Levels

Our local churches, Sunday Schools, ministry groups, local businesses or individuals are invited to support The Refuge House with a monthly recurring gift, or with a single seed (one-time) gift. We are intentionally striving to keep our operating budget to a minimum so we might maximize our resources to minister to the residents of The Refuge House. **You may send checks to Word Alive; PO Box 236; Wayland, IA 52654. Please make checks out to Word Alive Christian Outreach Ministries and earmark "The Refuge House".**

Suggested Monthly Investment in Healthier Lives

\$500 pr/mo	_____	Fulfillment Partners	Luke 4:18 <i>Deliverance to the captives</i>
\$200 pr/mo	_____	Impact Partners	Acts 17:6 <i>Turning the world upside down</i>
\$100 pr/mo	_____	Side-By-Side Partners	Hebrews 10:24 <i>Motivating acts of love and good works</i>
\$50 pr/mo	_____	One Body Partners	1 Corinthians 1:10 <i>United in mind and thought</i>
\$	pr/mo _____	Custom Monthly Gift (Amount of your choosing)	<i>This works best for you...</i>

Or...

\$ _____	Single Seed Gift (One-Time Giving)	Every Seed offers <i>the hope of healing</i>
Name:	Address:	
	City	
	State/Zip	

I can volunteer time

- Carpentry _____
- Painting _____
- Flooring _____
- Cleaning _____
- Moving Furniture _____
- What Else? _____

I can donate goods

Furniture, curtains, sheets, blankets and more!
Item(s) I can provide _____

I can support The Refuge in other ways....

Name

Phone Contact



THE REFUGE HOUSE APPLICATION

Full Legal Name _____

Date of Birth _____ Age _____

Current Address _____

City _____ State _____ Zip Code _____

Phone Number _____

Marital Status _____ Wife's Name _____

List names of any children _____



Legal History

Arrest Dates and Sentences _____

Any Crimes against children? Yes or No.

Any founded reports of child abuse? Yes or No

Are there any restraining orders against you? Yes or No

Parole: Yes or No

List outstanding charges _____

Any pending investigation of abuse by DHS or Law enforcement?

Yes or No

Attach documentation and write information on back of this sheet as needed.

PERSONAL GROWTH

Treatment or Special training for personal growth.

Share any major areas of your life others might say you need self-improvement in? _____

Do you agree with them? _____



What changes would you like to see? _____

What kind of things make you angry? What is your earliest memory of being angry? How do you deal with your anger?

Have you ever self-medicated to deal with emotional pain? Yes or No

Medical Information

Current Medical Problems _____

Past Medical Problems _____

All medication and dosage (attach list of medication if more space needed) _____

Have you ever used illegal drugs? Yes or No.

Counseling Programs you have attended? _____



Current Treatment Plans? _____

Past Medical Health Issues? _____

Current Mental Health? _____

List any allergies? _____

Current Medical Insurance information? _____

As a Christ-Centered facility, we are interested in how you would describe your faith journey. Please describe your belief in God, if any.

Church Home _____ Ph# _____

Address _____

Pastor's name _____