**NEIGHBORS *PLUS* HOUSE RULES AND RESPONIBILITIES**

**It is the goal of this program that the participants will, by the end of this contract, demonstrate the following:**

1. Become financially independent of emergency assistance agencies or agents.

2. Improve significant living skills which impact the self -sufficiency of the participant; hygiene, nutrition, home making, parenting, etc.

3. Demonstrate learning or progress in the use of budgeting skills.

4. Secure or maintain a positive credit rating.

5. Demonstrate positive contributions to their community through productive activity.

**As an active participant in the Transitional Home program, the adult household member(s) shall:**

1. Attend at least 6 of the 8 What’s Cookin’ dinner events scheduled each month or an equivalent replacement event.
2. Meet with a designated Mentor each week to inhibit positive growth in child rearing, personal habits, or other relevant topics.
3. Participate in at least 10 hours per year in community service projects the 1st year of residency and 20 hours per year the 2nd year of residency. Possible activities include assisting the Director of Properties at Harderwyk Ministries or with Neighbors Plus.

**As a contracting party to this agreement, Neighbors Plus will provide the following:**

1. A suitable home during the period this contract is in effect.

2. A comprehensive needs assessment to assist the participant to develop a personal action plan focused on specific issues, goals and areas of achievement.

3. A financial assessment with the aid of a personal budget/financial volunteer who will assist the participant to develop a personal financial plan.

4. All necessary referrals to enable the participant to reach a successful conclusion to the contract.

5. Consistent monitoring of the participants progress toward goal achievement.

All homes will be supervised by a representative of Neighbors Plus. Participants may have a property inspection by a representative of Neighbors Plus as needed. Broken, non-functioning, or damaged property must be reported to Neighbors Plus as soon as possible.

**As a participant in this program I (we) understand and agree to the following terms and*lor* conditions:**

1. Overnight guests must be approved in advance by Neighbors Plus.

2. No pets are allowed.

3. Illegal drug use in any form is forbidden in the house and on or around the premises by the participant,

participant's family members or by guests of the participant.

4. Alcohol intoxication is not allowed by any member of the household or by guests of the participants.

5. Cigarette smoking is not allowed inside the home and butts must be disposed of in a safe outside container.

6. Local curfew laws for children must be followed.

7. Minor children must be supervised per Michigan state laws, regulation, or (if) by court order.

8. Child abuse or neglect, as defined by the laws of the state of Michigan, will be reported to the appropriate authorities.

9. The participant will not engage in Daycare operations for payment or as a part of anything other than an occasional informal arrangement.

10. The home and surrounding premises must be maintained. This requires the participant to follow any local or state environmental laws, health laws, or ordinances which require the cooperation of the participant. This includes snow removal from walkway areas, salt on the steps in the event of ice build up, and the clearance of

debris from around trash barrels, trees or standing objects. Garages are to be kept clear of trash or throwaway items. Items which are not removed will be discarded by Neighbors Plus. In the event of program termination, items not recovered will also be discarded.

11. Trash within the home must be removed daily from the home and disposed of in an appropriate outside receptacle only. Participants are responsible for assuring that the trash is available for pick-up weekly. No trash is to be stored in the garage or other outside building or shed. Participants are responsible for adhering to local laws or customs which fall outside this requirement. Fines or payment for the removal of trash are the responsibility of the participants.

12. Broken or damaged items will be reported to Neighbors Plus or the Harderwyk building manager promptly. Repair or restoration of any broken or damaged items will be corrected promptly. If a repair is made that has been determined to have been the fault of the participant, Neighbors Plus may provide a bill to the participant for payment. Repairs for things that are not the fault of the participant or their family/associates will be handled by Neighbors Plus.

l3. The participant will not make a separate set of keys, furnish a set of keys to anyone not a part of the program, or change any locks on the premises at any time.

14. Vehicles must be parked in an acceptable location. Unlicensed or inoperable vehicles must not be stored on the premises. Exceptions must be referred to Neighbors Plus.

15. All parking areas must be kept free of toys or debris.

16. Wall or window air conditioners are not allowed without the written consent of Neighbors Plus. Free standing heating units must also be pre-approved by Neighbors Plus.

17. No room of the home is to be without heat for any amount of time. In the wintertime no window will be left open for any extended period and in the summertime no window will be open without a screen.

18. No nails, screws, or hooks will be driven into the woodwork of the house.

19. Participants are responsible for following the procedures of cleaning the home at dismissal. Participants will also return all the keys and other specified items which have been given to the participant as a result of their involvement in the program.

20. All personal property inside or outside the home must be removed at the time of dismissal. All items stored in the garage or in the basement of the home must also be removed.

**I understand and agree to the above rules, regulations and responsibilities.**

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Participants signature(s) Date

Update 7/21/2014 by Larry Howard