



# Admission Requirements

If I am accepted into the program at Compassion Ministries, I agree to (please check):

## Daily

- Keep my apartment orderly on a daily basis.
- Be in my apartment by 10:00 pm. on the weekdays and 11:00 pm. on the weekends unless I am working or on a pass.
- Keep all guests out of my apartment. I know that guests can come in the lobby or outside from 5:30-9:30 pm. Monday-Friday and noon-9:30 pm. on Saturday and Sunday.
- Do my assigned chore every weekday to keep the areas inside and outside the building clean. I know that by not completing my chore I will receive a written warning (3 warnings = dismissal from program).

## Weekly

- Report all money that I receive while staying at Compassion.
- Attend a budget meeting each week with my co-partners (volunteers from the community), and turn in receipts to them for everything I buy.
- Meet each week with a case manager. At these weekly meetings, I will turn in a copy of any letters for benefits or money, such as food stamps, Medicaid, pay stubs for employment, or other documents I receive while staying in the program. I will also turn in a copy of my work schedule (each week if it changes).
- Work on at least one life skill each week, to be determined by my case manager and myself. Life skills include such things as AA/NA meetings, counseling, parenting, GED or ESL classes.
- Follow a cleaning checklist and make sure I keep my apartment very clean so I can pass weekly inspection of my apartment.

## Monthly

- Find full-time employment (35 hours or more each week) within 30 days of entering the program. If I am looking for a job, I will attend Texas Workforce Commission classes and apply for at least 5 jobs per day.
- Pay one-time, non-refundable \$100 utility fee before any money is paid towards rent.
- Pay rent by the 1<sup>st</sup> of every month. Rent is based on income (minimum of \$400/month), and I agree to bring *every* paycheck or other income to the director. The director will expect  $\frac{1}{2}$  of my income received towards rent until rent is paid in full. (Once rent is fully paid, rent will only be about  $\frac{1}{3}$  of total income, and paid by the 1<sup>st</sup> of every month.)
- Attend a monthly meeting (in the evening) for all residents (unless I am sick or working).

## Upon move-in

- Pass an alcohol and drug screening.
- Pay \$100 for apartment security deposit.
- Bring homelessness verification document(s).

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date