



And I will always guide you and satisfy you with good things. I will keep you strong and well. You will be like a garden that has plenty of water, like a spring of water that never goes dry. GNT Is. 58:11

Legacy of Hope House Intake Form

Legacy of Hope Madison (LHM) is a room and boarding house to serve Jefferson County residents. For the safety and prevention of homelessness to those experiencing conditional displacement of housing. This intake form is required, and any false or omitted information is grounds for denial to immediate room and boarding.

- Are you a resident of Jefferson County:
 - YES
 - NO
- What township are you most recently from? _____
- Do you have any violent felony convictions in the last 3 years?
 - YES
 - NO
- Name: _____
- Accompanied by child/children (under 18)
 - YES
 - NO
 - If yes, Names and ages of children (write additional on back side)
 - _____
 - _____

Do you have an ID with a Jefferson County address?	Yes	No
Can you provide other proof of Jefferson County residency	Yes	No
Have you been ordered to register as a sex offender	Yes	No

- If No, Where are you from? _____



- How did you get to Legacy of Hope _____
- Take a photo of Individual/Family applicant _____
- Take a copy of the proof of residency _____(initial and date)
- Take a copy of the proof of ID _____(initial and date)
- Check the Sex Offender List _____(initial and date)
- Check Criminal History _____(initial and date)
- Drug Test: _____(initial
- Identification: State:_____ Exp.: _____ No. _____
- Date of Birth: mm-dd-yyyy: _____
- Do you have any Health concerns or disabilities we should be aware of?
 - Yes: Description: _____
 - No: _____
- Emergency Contact: area code:_____ phone number: _____
- Email address: _____
- Emergency Contact: Name: phone number: _____
- Email address: _____
- Primary Care/Doctor: _____

Any Other Information we have not requested: Please List:



Legacy of Hope House Rules

1. THIS IS NOT A HOMELESS SHELTER FOR THE UNSHELTERED, THE ROOMING AND BOARDING HOUSE OBJECTIVE IS TO **PREVENT HOMELESSNESS** FOR INDIVIDUALS/FAMILIES EXPERIENCING **CONDITIONAL DISPLACEMENT FROM HOUSING STABILITY** (i.e. imminently losing their primary night-time residence, fleeing or attempting to flee domestic,, dating, sexual violence or other dangerous or life-threatening conditions, prison or jail release, immediate job relocation, d/c mental or physical health institution, divorce, some unforeseen needs to vacate current housing).
2. Room and Boarding amount is based on ability to pay, or will be seeking employment and working with a community agency to become gainfully employed, training, or other resources.
3. Respect is always expected between resident, staff and volunteers
4. There should not be any swearing
5. There are NO DRUGS OR ALCOHOL AT ANY TIME DURING YOUR STAY, NO EXCEPTIONS
6. All prescription medications must be handed in, and securely stored.
7. NO WEAPONS ALLOWED (INCLUDING POCKET KNIVES) MUST BE SECURED BY STAFF
8. No Food or drinks allowed in the bedding area (to avoid pest)
9. You are required to inform LHM of your relocation
10. Front and back doors will be secured after 10PM and reopened at 7AM.
11. Please notify the House monitor when leaving the House before or after these hours or in an emergency or going to a job.
12. Respect of others is mandatory; your phone should be on silent after 10PM to 7AM
13. TV's should be turned off after 10-11PM, you should use your personal electronics and headphones.
14. Each Boarding House resident will be allotted appropriate space, bed and shelving or drawers to hold their personal things. There is minimal other storage available.
15. Smoking and vaping are not allowed inside the House; you may smoke outside the building in the rear a designated area
16. Women are NOT allowed in the men's suite, and men are NOT allowed in the women's suite including the stairs and landing leading to the suite.
17. DO NOT OPEN doors to the exterior of the women's or men's sites unless there is a fire.
18. Everyone IS expected to make their own beds and keep their areas clean and tidy. No items on the floors.
19. Everyone is expected to participate in daily chores (minimal trash, bathroom, laundry, kitchen)



20. NO OPEN FLAMES

- 21. Everyone sharing the House should bathe regularly and keep up with personal hygiene at least two times per week.
- 22. You can wash laundry; be sure it is a full load. DO NOT WASH LHM belongings. Put LHM belongings in designated area and get clean linen
- 23. NO laundry is to be started after 8PM or before 8AM
- 24. ONLY ONE (1) PERSON IN THE BATHROOMS AT A TIME.
- 25. The Kitchen closes at 9PM. All cooking, eating, and cleanup (including washing dishes) need to be finished before 9PM the Kitchen reopens at 7AM.
- 26. Gloves will always be worn when getting food or dishes in the kitchen. If you are assisting with food preparation a hair/head cover and mask. Good sanitation is mandatory.
- 27. Every LHM House resident is expected to be working on a PLAN for moving to independent living asap. Every member will be given resources and support to transition.
- 28. All House residents will be required to seek available services within and without Jefferson County Community to assist with your cause for being in transitional housing.
- 29. We allow groups like church ministry to come to the House; it is optional to be a part of any group that may offer services. There is information and referral resources available to assist House members with your transition to independent living.
- 30. Proper clothing must be worn at all times (i.e. no short short, low cut tops, low hanging pants no inappropriate images or writings will be tolerated) Respect of ourselves and others within the Boarding House is required. No enticing.
- 31. No horse play, fighting, wrestling or any illegal activities are allowed on the property.
- 32. House residents must sign the "fire count sheet" nightly, so we know you are present somewhere in the House.