



LEGACY OF HOPE FAMILY CENTER

OPERATIONS and MANAGEMENT

OVERVIEW (conditions of intake and discharge)

Who can reside at the LHFC: Families who have at least one of the following:

A court order to vacate current night time premises, support agency referral with documentation, whereas the head of household can not remain in their current living arrangements resulting from an unsafe living environment, eviction notice or equivalent notice.

The rooming and boarding house will operate without discrimination to any race, gender, or religious affiliations.

Self-determination or other written documentation for the head of household who lost or lack the financial resources and support networks to obtain or maintain independent housing.

Who CAN NOT reside at the LHFC: Street Homeless

Individuals who have been living on the street who have no means of income or desire to work.

Individuals who were recently released from a homeless shelter.

Individuals who choose not to connect with a supportive agency, and have no intent to become connected or to live independently.

Individuals who are not mentally stable, or who currently have a form of addiction to substance abuse, or recently misused local services.

Individuals who have been evicted from their current residence due to negligence, domestic abuse, or recently convicted of a violent crime.

Individuals whose criminal history or background is not conducive to the safety and well being of LHFC staff and other tenants.

STANDARDS

The following House standards are required for operating LHFC:

- Current fire and health inspections will be in place at all times.
- There will be at least one working smoke detector in each occupied unit of the House. In addition, smoke detectors will be located near sleeping areas. There will be fire extinguishers on each floor.
- Security and monitoring will be available at all times. There will be security cameras, within the common areas, hallways and at each entry. These cameras will be two-way communication. There will be an entry code for tenants to access the House. Safety and Security is of the utmost importance.
- The House will be structurally sound to protect residents from the elements and not pose any threat to health and safety of the residents.
- Must be accessible, and there should be a second means of exiting the house in the case of emergency or fire.
- Each tenant will have adequate space and security for themselves and their belongings.
- Each tenant must have an acceptable place to sleep.
- Every room or space within the House must have a natural or mechanical means of ventilation. The interior air should be free of pollutants at a level that might threaten or harm the health of tenants.
- The House's water supply should be free of contamination.
- Each resident will have access to sanitary facilities that are in proper operating condition. The bathroom should be able to be used in privacy, and be adequate for personal cleanliness and the disposal of human waste.
- The House will have necessary heating/cooling units in proper operating condition.
- The House will have adequate natural or artificial illumination to permit normal indoor activities and support health and safety. There will be sufficient electrical sources to permit the safe use of electronics.
- Food preparation area will contain suitable space and equipment to store, prepare and serve food in a safe and sanitary manner.

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- The entire House will be maintained at all times in safe and sanitary conditions.

ROOM AND BOARDING (see below)

- Rates are based on ability to pay (fee scale)
- Ability and desire to become gainfully employed
- Assistance with applications for rental income resources available
- Donations, Trustee, Help agencies, churches, and other resources to assist the individuals tenure and stay until they transition to independent living.
- Tenure of Stay is related to progress of plans set forth by the supporting agencies, availability of housing, and progress on the spectrum of preparedness for owning a home. There is no minimum stay required.

DAILY ACTIVITIES (see House for specific timeline of activities)

12 hour shift routines 7 am - 7 pm Rotation with backup 2 ppl min

12 hour shift 7 pm 7- am Rotation with backup 2 ppl mi

Trained Volunteers

The tenants of LHFC are independent with their daily ADL. They will not require health, nor physical assistance. They will maintain and manage their own medications and keep them under lock and key. They will not require 24 hour supervision. They may enter and leave the rooming and boarding house independently (under House Rules guidelines). The staff are present to ensure the safety, sanitation, supplies, meals and assistance are available and provided.

LHFC room and boarding will offer referrals and assistance to acquire supportive agencies and funding (for employment, education, health services, and so on) resources to transition into independent living. We will offer and assist with applications to receive available housing resources through the local and state programs for preventing homelessness. We will work with the tenants and their support agencies to assist them to obtain independence, stability, health and wellbeing, Hope and a productive secure future.

PARTNERSHIP SERVICE COLLABORATION (referral resources)

Family Agencies (proposed partnerships)

Safe Passage

Big Brother and Big Sisters

Schools (Counselors)

United Way (Sheila)

(Susan Stahl)

Churches (Pastor Straub), Presbyterian (other)

Clearing House

Salvation Army

EXPENSE LINE

UTILITIES

SUPPLIES

MAINTENANCE

FOOD

INTERNET

FURNISHINGS

INSURANCE

STAFF as needed

SAVINGS EMERGENCY

TAXES if applicable

MISCELLANEOUS

INCOME PROJECTIONS: (6 rooms are available upper floor 2-4ppl to room depending on family size

Minimum of what support services may provide to assist families

Maximum of what neighboring transitional housing charges \$80-125/week depending on the number of individuals per household