**Thank you for considering our 12 month program for your needs.**

**Please very carefully read the contents of this packet which includes:**

**1. Potential Applicant Program Information**

**2. Rules and Guidelines**

**After you have read, signed or initialed all, give us a call to begin the process!**

**432-272-3362.**

**Purpose and Impact**

The **purpose** of our faith-based women and children’s home is to provide a safe, secure, and nurturing environment, where women and children will obtain compassionate support and services needed to achieve self-sufficiency. As a 12 month faith-based program, we reserve the right to teach Christian principles from the Holy Bible, the Word of God.

**Our Commitment**

At JHWCC, our goal is to help you recognize your value, maximize your potential, and further develop personally and professionally; so that your life can be transformed, and positively impact future generations.

You will be provided and connected with proper community resources for childcare, educational opportunities, and personal and professional development to help you focus on obtaining educational goals.

**Family Housing Center**

The 3,800 square foot family housing center provides communal housing and educational programs to 4 families of women and their children or single women. The structure of the family room units are constructed in a manner that will provide some flexibility based on the need. All [services](https://www.kingshome.com/about/services) are provided with loving support and in a homelike, non-institutional setting, empowering women to eventually live on their own in a stable and dignified manner. Services are available without regard to race, ethnicity or demographic.

**Program In a Nut Shell**

Along with comprehensive, goal-oriented support services, our 12-month program offers practical assistance such as shelter, food, transportation on an as needed basis and hygiene supplies. Jesus House Odessa has a long established and collaborative relationship with other agencies in the area where we have the ability to refer clients for counseling, healthcare, childcare, job training, clothing and educational services.

The center will host family-centered events year round including holiday parties, patio dinners, picnics, opportunities to attend community supported events, as well as many other volunteer-run events. All of these activities are designed to support and enrich the lives of our mothers and children, helping them build positive family memories.

**Program Eligibility Criteria and Requirements**

**Eligibility Criteria**

* All applicants must be American citizens with birth certificates.
* Any female children must be under the age of 18, or be with the mother, male children must be no older than the age of 8 coming in.
* Any children in your custody must be biological with birth certificates or must have guardianship or kinship papers.
* Adult females age 18 to 60 and their children served.
* Successful candidates must be working or employable, ready to commit to a program of intensive case management and must be able to abstain from alcohol and recreational drug use for the entire duration of your stay.
* JHWCC cannot provide treatment for addiction, therefore you are required to undergo drug testing. You must pass random drug testing to be able to come in and throughout your stay.
* JHWCC cannot provide a “safe house,” so if your family is fleeing a domestic violence situation you will be referred to agencies who are able to best accommodate you.
* Issues related to criminal or gang-related activity, drug/alcohol abuse, or domestic violence arising after you enter the program will result in you and your children being removed from program. Failure to disclose such issues up front will be cause for immediate removal from the program.
* Able to pass criminal background screening.
* No domestic violence in last 5 years if applicant was the perpetrator.
* No emotional or behavioral instability which requires narcotic medication.
* Applicants (head of household) must be 18 or older (legally able to sign a lease).
* Must have legal valid immigration status.
* Should behavioral and/or emotional concerns become apparent during participation during the program, a referral for a psychological evaluation may be necessary.
* Must be able to meet or exceed program progression requirements.
* Meet program fee guidelines.
* Willing and able to follow program rules and guidelines and posted in living quarter area and initialed by you in your records.
* Must have A negative COVID test with proof of a negative test result from the facility used by Jesus House Odessa.
* Must agree to any other medical tests before entry deemed necessary by any of the staff or the director. EX: TB

**Program Requirements**

1. Attend to the well-being, care and discipline of your own children while they are in the JHWCC.
2. Males age 5 and up must use the designated restroom at all times for showers and restroom facilities and no more than one male at a time.
3. Ladies must have no interaction with male companionship on or near property no exceptions.
4. Must have absolutely no visitors of any gender at any time on the property, unless approved, and scheduled by the staff or the Director with through proper protocol & requirements. **No exceptions**.
5. Dating is strongly discouraged while you are in the JHWCC program so that you can focus on your situation to the fullest.
6. Must protect the door codes you are given to the building and your room and give it to no one. If this rule is broken you must vacate the program and the premises immediately.
7. Must attend any outside programs fitting your specific needs the board of Jesus House deems necessary for your progress.
8. Must be willing to actively seek full time taxable employment (35+hrs. per week) if not pursuing continuing education classes and must obtain employment in the timeline given by the JHWCC.
9. Must attend ABE (Adult Basic Education) classes if you do not have a GED or High School diploma with the hours and times set by your Program Director.
10. Can be engaged in full time education. (College, Technical School, etc.) (Total of 12 credit hours a semester) If not already enrolled in school, must be in program 6 months before full-time education can replace full-time employment. Part-time employment may still be required.
11. May be referred to Texas Workforce Commission for employment support and resources, if you are unemployed and lack job seeking skills.
12. Must maintain employment and/or education requirements

 (including maintaining approved GPA)

1. Must meet bi-weekly, monthly or as often as the director deems necessary for one-hour appointments with the director and/or assigned Staff member and actively participate in any plan that is set for them. Items addressed for this plan will be employment, education, budgeting and future housing goals or any other classes or programs that meet their specific needs. **These appointments are not negotiable.**
2. Must attend any program classes set specifically for your needs.
3. Will receive one on one budget counseling to help you develop a

 budget and save money.

1. Be aware that there are cameras throughout the JHWCC inside

and out with exceptions of the bedrooms and restrooms for the

safety of you and your children and other program attendants.

1. Must pay any required fees for your stay. Any failure to do so may

 result in leaving the program.

1. **Requests of overnight stays elsewhere:**
2. No overnight stays until you have been in the program for

90 days.

1. The person you are requesting to stay with must make an appointment with the Director for an interview and receive approval.
2. Said person must sign an agreement that they will abide by the rules they will be given if approved.
3. Said person must pay **$50.00** for and sign a background check approval form and will need to wait for the return of results before overnight stay can be set. We will not run one if we do not have the funds first.

*Keep in mind that some backgrounds can take up to 2 months or more to return. If you have anyone that you will want to spend time with now is the time to get them set up.*

**Residents part in the overnight stay procedure:**

Failure in any of these policies will result in leaving the program.

1. Must be in the presence of said person wherever they go and go nowhere with anyone else while you are there.
2. Must be able to pass a random drug test any time after return.

Jesus House Odessa Women & Children’s Center reserves the right to refuse service to anyone based upon careful consideration of the program qualifications and their ability to complete every aspect of the program in its entirety based upon program requirements.

Jesus House Odessa Women & Children’s Center reserves the right to discontinue the program for anyone who does not use the program services to their benefit, and who does not follow the program to the best of their ability resulting in progress. This includes those who abuse, neglect, or fail to adhere to all program rules and benefits, and those who bring any discord or negativity regarding the program itself to others residing in the center.

Discontinuation of anyone in the program under this description results in immediate removal.

**Three Core Values**

1. **Transitional Housing**

House member commitment training program:

You will learn to work with and support all the other house members.

This stands as the family center’s orientation and continuous team building between all participants. This initial step requires a formal commitment between all participants to each other, themselves, and contributing members, who make this home a possibility.

The skills learned will be beneficial when you have your own home and if you were to acquire a home with a partner or roommate(s). The trainings will impact you and your children’s future, in demonstrating healthy living arrangements while contributing to household responsibilities. Teambuilding education will also teach you how to work with others, especially when provided opportunities and placed in professional work situations; having the ability to work through problems.

* Teambuilding
	+ Conflict resolution
	+ Team projects
	+ Confidentiality
* Operating a shared household
	+ Shared responsibilities
	+ Healthy Eating and Habits
	+ Cooking as a team
	+ Team Projects
* Working with different personalities
* Working with different generations
1. **Self-Sufficiency**

You will be required to budget your income and factor a savings account into this budget. Pay stubs & a monthly statement from this account will be required at your monthly meeting to set up your savings, your budget and prove progress. This will allow you to have funds to secure a home of your own upon completion of the program.

* Problem Solving
* Resiliency
* Optimism
* Self-Reliance
* Co-Parenting
* Single Parenting
* Communication
* Healthy Relationships
* Forgiving one’s self and others
* Knowing one’s value and worth

Finances

* Understanding Financials
* Budgeting and Saving Goals
* Making your own- Honest money
* Credit and various loans
* Credit counseling services offered by the housing authority required

Home-Ready

* Balancing a home – work life
* Basic Maintenance of a vehicle
* Basic Maintenance of a home
1. **Program Evaluation**

**Success is based on progress**

As stated earlier; you have the ability to continue living in the center; so long as you are dedicated to success by progressing within the house member trainings, self-sufficiency education and preparation, life coaching, and educational goals. The reason for utilizing a progress-based evaluation format is to ensure we are assessing the family’s individual steps of success; refraining from only focusing on the end result.

Success = Progress

It takes individual steps and daily commitment to reach success. A little progress each day adds up to big results and in this program we strive to encourage - not discourage. With that being said, it’s also proven that self-sufficiency and confidence is built on accomplishing a goal, task or overcoming hardship.

 *“Look at a stone cutter hammering away at his rock, perhaps a hundred times without as much as a crack showing in it. Yet at the hundred-and-first blow it will split in two, and I know it was not the last blow that did it, but all that had gone before.” Jacob Riis*

You develop goals with a skilled staff member and participate in all 4 core programs. Staff maintains tracking of your program trainings, outside schooling grades and goals, self-sufficiency preparation, and personal goals progress and obtainment on a weekly and monthly basis.

You are also provided the opportunity to evaluate the program and staff by a personal completed evaluation. Your evaluation will be given to the Executive Director for review and to provide insight when working with or making changes to the program, if there are areas of improvement to be addressed or areas that they excel in.

By Signing this document, you are acknowledging that you have read, understand and agree to the goals of the program objectives and what to expect from the Jesus House Odessa Women and Children’s Center.

Name Date

Signature

By signing this document, I am acknowledging that I have reviewed this document and answered any questions or concerns, the participant may have.

Staff Member Position

Signature Date