

ONE TOUCH MINISTRY

1717 Dallas Drive, Baton Rouge, LA. 70806

225-359-9911 Office | 225-359-9982 Fax

otm1111@yahoo.com email



Rules & Agreement Contract 2019

RULES

1. Neither alcohol, nor drugs (in this context meaning Controlled Dangerous Substances), nor any non-prescribed pharmaceuticals other than over-the-counter medications (only in its natural, unsynthesized or unaltered states) shall be consumed or possessed at any time on the premises and/or residential grounds. This mandate also includes tenants who are not under supervision by Probation and Parole.
2. Tenants must not engage in any unlawful behavior or any activity that will cause harm to themselves, others or the OTM Program. This includes the refraining from the viewing of pornographic material of any kind.
3. Tenants must not engage in any physical confrontations, the use of "fighting words," "hate language," or any interpersonal activity that would provoke or incite the other to respond in a manner not consistent with what constitutes acceptable behavior.
Violations of any of rule 1 through 3 will result in immediate removal from the premises and the program.
4. Visitors are NOT permitted in the houses. This includes family members or "companions" of either sex. **The above means nobody can visit or stay overnight with you.** You must get approved to stay **overnight away from your house**. Fill out the *Request for Overnight Absence from the Facility* (you must have been in the program at least 90 days to request overnight stay).
5. The sign-out sheet must be filled out each and every time when leaving the grounds for any reason. If time and place is the same, such as going daily to work, a weekly sheet is acceptable, but all other times you must sign out. (Within the first 72 hours in the program, participants are not authorized to leave the grounds except for legal business or going to the OTM office.)
6. Sunday through Thursday tenants must obey a curfew from 10 p.m. until 6 a.m. unless at work or reporting to work. This means that you must be in your room nightly by 10 p.m. **You must show proof of working late/early** and submit a schedule in advance. Friday and Saturday this observed curfew is extended one hour (e.g. curfew is from 11 p.m. until 6 a.m.). You must be in Friday and Saturday at 11 pm.
7. Tenants must keep the residence(s) and outside areas clean; trash must be emptied. All trash must be tied up in bags before placing into the dumpster.
8. NO PETS OF ANY KIND ARE ALLOWED. This means fish, birds, cats, dogs, rocks, etc. (As of 1/01/17).
9. The washer and dryer must be maintained by all tenants.
10. Tenants must keep the grounds and buildings clean and neat at all times. Everyone plays apart. **Tenants must volunteer 16 hours of service to One Touch Ministry Program monthly.**
11. Tenants must keep lights for the walkway on at night. The tenant is responsible for buying the bulbs.
12. \$125 is the processing fee and \$575 per month is the Program Fee which is due based upon your arrival date - you pay on that date. A 30-day notice is required for approval for extended stay. **RELEASE FROM YOUR 6-MONTH OBLIGATION WILL NOT BE SENT TO PROBATION & PAROLE UNLESS ALL DEBTS ARE PAID IN FULL.**

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13. Tenants must obtain and keep a job so that all program/rent fees are paid on time. Also, Probation & Parole supervision fees must be paid monthly. Proof of employment must be provided upon request of the Directors.
14. TENANTS MUST HAVE ALTERNATIVE HOUSING BY THE END OF SIX MONTHS. AT 90 DAYS TENANTS WILL BE REQUIRED TO SHOW PROOF OF WORKING TOWARDS THIS GOAL. Every tenant must save money to eventually have an apartment and a new life.
15. One Touch Ministry reserves the right to assign you a roommate at any time without notice. NO EXCEPTIONS.

16. THERE ARE NO REFUNDS ON ANY FEES PAID, REGARDLESS OF ANY CIRCUMSTANCES.

17. If the tenant is not working, they must call or report to the office at 1717 Dallas Drive no later than 9 a.m. Monday through Friday.
18. Tenants must agree to attend either church services or bible study at least once per week at the church of their choice.
19. Tenants agree to be randomly tested for drugs and alcohol and rooms may be searched at any time by OTM, Probation & Parole, and/or the East Baton Rouge Sheriff's Office.
20. Computers are allowed, but no internet is permitted in tenant's rooms.
21. Grooming standards: Hair must be cut in a neat fashion, no braids are allowed, and mustache and beards must be kept trimmed and neat. Natural hair color only. NO PLAIN WHITE T-SHIRTS, NO BAGGY PANTS AND NO OVERSIZED SHIRTS OR T-SHIRTS.
22. **DO NOT LIE AND DO NOT STEAL.**
23. All tenants must attend every bimonthly Overcomers Meeting (see your calendar), and all other mandatory meetings. THREE STRIKES -- UNEXCUSED ABSENCES -- YOU ARE OUT OF THE PROGRAM. *Only work, Emergency Room, or Morgue are excused. You must notify the Director in advance, or it will count as a strike.*
24. In an emergency situation, if the tenant is not on the grounds, they must contact Ms. Verna (225-205-0057), Mr. Tommy (225-810-7335), or Ms. Dana (225-359-9911 (office)) immediately.
25. The above rules do not and cannot address all situations, when in doubt, contact Ms. Verna or Mr. Tommy.

CONTRACT

I, _____, on ____ / ____ / _____, agree to follow the above listed rules of One Touch Ministry. I am aware that if I break a rule or rules, the Program Directors retain the discretion to determine the status of my continued participation within the program.

Tenant

Witness