



To Prospective Resident,

God bless you for your decision to consider applying to our Christian transitional community for successful reentry, serving Washtenaw County. We pray that the Lord will guide you as you make plans to improve your situation. There are two other files contained in this application. The first is the application that all the information we need to process your application. The second is a description of our Christian culture that is the key element in our transitional community. Please seriously consider whether this matches your values and interests. All areas must be thoroughly completed and returned to the address listed on the Application or to our email.

If you are currently incarcerated or under the supervision of Michigan Department of Corrections (MDOC) or will be on Probation and Parole, Washtenaw County's approval is required.

God be with you as you discern your future.

Grace and Peace to you in Christ Jesus,

Friends of the Master staff and board



Referred By:	
Date:	

Application information -CONFIDENTIAL

Name:	DOB:
Marital status: ☐ Single ☐ Married ☐ Separated ☐ Divorced ☐ Widowed	Spouse Name:
Address:	Phone:
Emergency Contact:	Relationship:
Address:	Phone:
PERSONAL information	
Please provide your reasons for seeking to join our community:	
Education: High School ☐ Diploma ☐ GED	
College or Trade School: ☐ Current Student ☐ Discontinued ☐ Graduated	
Degree Received _____ Major _____	

Family	
Children? ☐ Yes ☐ No	Number of minor children (under 18) _____
Describe visitation/custody rights and/or intentions:	
Transportation	
Valid driver's license? ☐ Yes ☐ No	Car ownership? ☐ Yes ☐ No

EMPLOYMENT HISTORY		
JOB TITLE	NAME OF COMPANY	DATES
		From: To:
		From: To:
		From: To:
Currently employed? ☐ Yes ☐ No Hours per week _____		
Describe future career, employment, and educational goals:		

FINANCIAL INFORMATION		
Sources of Income	Amount	Day of Month Received
Employment	\$	
Social Security	\$	
MI Bridges (cash, food, or housing)	\$	
Other:	\$	
Other:	\$	
Sources of Debt	Amount Owed	Lender
	\$	
	\$	
	\$	

CRIMINAL BACKGROUND			
CONVICTIONS			
Date	Charge	Sentence	Time Served

Parole Plan: _____

Probation _____

Conditions: _____

Remaining warrants: ☐ Yes ☐ No If yes, explain: _____

Probation/Parole Officer: _____ Phone: _____

MEDICAL & ADDICTION BACKGROUND	
Physical or Mental Handicaps: ☐ Yes ☐ No If yes, explain (include mental illness difficulties): _____	
Prescription Medication: ☐ Yes ☐ No If yes, explain: _____	
Recovering Addict (alcohol, drugs, gambling, sex, etc.): ☐ Yes ☐ No If yes, explain: _____	
Are you attending 12-step meetings? ☒ Yes ☐ No Do you have a sponsor? ☐ Yes ☐ No	
List addiction recovery centers that you have been admitted to, if any:	
1. _____	2. _____
3. _____	4. _____

RELIGIOUS BACKGROUND
Do you consider yourself a person of faith? ☐ Yes ☐ No
Denomination history: _____
Current church membership, if any: _____
Brief description of faith: _____

GOALS AND ADDITIONAL INFORMATION

What goals do you want to accomplish while at FOTM?

Applicant Signature:

Date:

*Send to Friends of the Master, ATTN: New Application
616 Washtenaw Ave Ypsilanti MI 48197 or office@friendsofthemaster.org

OFFICE USE ONLY:

Interviewed By: _____ Interview Date: _____

☐ Applicant is a good fit for community Approx. move in Date: _____

☐ More info needed from applicant ☐ Applicant is not a good fit for our community

ENTRY HOUSE COMMUNITY CULTURE

This document aids in the prospective Entry House Resident's understanding of the community culture, and our commitment to Christian fraternity and a life of sobriety

An important characteristic to see evident in the prospective community member is an interest in deepening one's faith as part of a successful reentry process.. This openness is a fundamental element of Benedictine spirituality, and without it, a supportive Christian culture cannot be maintained within a transitional community. Men welcomed into the transitional communities are those who are striving to develop their faith in God as a source of strength in their rehabilitation. Community members are expected to be an accountable member of the supportive community.

This is my commandment, that you love one another as I have loved you. Greater love has no one than this, that someone lays down his life for his friends. You are my friends if you do what I command you. No longer do I call you servants, for the servant does not know what his master is doing; but I have called you friends, for all that I have heard from my Father I have made known to you. You did not choose me, but I chose you and appointed you that you should go and bear fruit and that your fruit should abide, so that whatever you ask the Father in my name, he may give it to you. These things I command you, so that you will love one another. ~ **John 15:12-17**

God, I offer myself to Thee To build with me and to do with me as Thou wilt. Relieve me of the bondage of self, that I may better do Thy will. Take away my difficulties, that victory over them may bear witness to those I would help of Thy Power, Thy love and Thy way of life. May I do Thy will always! My Creator, I am now willing that you should have all of me, good and bad. I pray that you now remove from me every single defect of character which stands in the way of my usefulness to you & my fellows. Grant me strength, as I go out from here to do Your bidding. ~ **3rd & 7th Step Prayers**

Please take that time to reflect upon each item and sign that you have read this and affirm it as good and acceptable. If you have any questions you can ask them at the interview.

Brotherhood: The following are some of the ways in which we build our brotherhood with each other:

- Honesty and trust (your word is your bond, being a man of your word)
- Confidentiality (respecting others personal information, unless they are a harm to self or others)
- Peace (respecting the peace of others by not being noisy with phone or music or technology)
- Personal Property (respect the property of others, take responsibility for any offenses)
- Punctuality (respect the time of others by being on time yourself)
- Participation & Support (offer support to others, give back what you have learned)

Morning Prayer: Monday through Friday starting at 8:05 AM

Curfew: Monday through Thursday night 11:00 PM, Friday through Sunday night 12:00 AM

Faith Studies Class and Evening Prayer: Tuesdays at 7:00-8:30 PM

Life Skills/Open Topic Class and Evening Prayer: Wednesdays 7:00-8:30 PM

12-Step Mtg: On Thursday evening those with substance abuse history attend the local Ypsi Steps Program together. Those with S.A. history attend a mtg together.

Community Dinners: Every day 6:00 -7:00 PM. Residents participate in the cooking and clean-up schedule.

Church Membership and Regular Attendance: Many of the residents walk to St. John the Baptist Catholic Church every Sunday. Your church is your choice, just inform CM where you will be attending.

Sobriety: Commitment to abstain from any alcohol or non-prescribed drugs. Those who have addiction backgrounds (AA, NA, or SA) and/or have ever been in a rehab must have a current sponsor (the name and number must be given to the CM) and applicant must have at least 30 days of sobriety before admittance. Initial entry tests and random drug and alcohol tests are conducted by Campus Manager. Failed tests WILL result in time away from FOTM, following our Relapse Response Protocol -included in this application packet.

Sexuality: Any FOTM computer is subject to inspection at any time by FOTM staff or MDOC. Sexual behavior of any kind, or invitations to such, or harassment is prohibited. Sexual activity with any guest or visitor is prohibited at our FOTM houses. Sexual harassment with local community members is prohibited. All these are grounds for expulsion from our community. We assist and work with local police, probation and parole per their requests.

Community Chores: Commitment to fulfill indoor (personal room and common area cleaning & meals) and outdoor chores (lawn and snow) assigned by the Campus Manager.

Disability: If a resident receives a disability/social security check that covers monthly fee, FOTM can act as a Payee, if needed. If a resident's disability doesn't cover the monthly fee see employment below. FOTM is not equipped to handle severe physical, emotional, or mental disabilities.

Employment: All Entry Program participants that are not employed or do not have the means to cover the FOTM monthly fee for room and board are expected to register with our partner Michigan WORKS in addition to their own connections in seeking employment. If a resident is unable to or is late in covering the monthly fee they may be required to turn in a FOTM Hours Log Form to track their employment, job search, volunteering, health, or human services activities and submit to Campus Manager every Monday morning.

Smoking Rules: No smoking of any kind indoors.

Dress Code and Grooming: The way we dress as men communicates first impressions, reflects our values and how we view ourselves. Please adhere to modesty and respect, such as: hats off during prayer and mealtimes, no language or insignia contrary to our Christ-centered community, no sagging pants showing underwear or any dress reflecting gang messaging. Your grooming appearance reflects self-respect and should be kept as able. This also applies to any of your CM approved guests or visitors.

Rooms: Residents are not allowed in other resident rooms unless invited. The CM can inspect rooms at any time.

Music/TV and Noise Volume: Agreement to music and noise volume that is not disruptive to the Christian house environment as determined by the Campus Manager.

Mentoring: Every resident will meet with a mentor. Those with MDOC will register and participate with our partner MDOC Offender Success Mentoring program. Those not with MDOC will register and participate with another partner Brighter Way in Ypsilanti.

Guests: Overnight guests are not allowed, minor guests under 18 not allowed, and any guests disruptive to the Christian house environment as determined by the Campus Manager. Approved guests must remain in common areas and stay no longer than 3 hours, unless approval by CM.

Pets: No pets allowed in any of our houses.

Volunteer Service and Recreation: Participation in occasional FOTM workdays, fundraiser events or other house outings is an important part to our community success and giving back.

Internet & Phone Use: Commitment to refrain from visiting pornographic, occultic or other sites that are counter to Christian values with any computer, TV, or phone use (personal or FOTM). Commitment to be respectful of others when using technology for personal needs.

Borrowing: Residents are to refrain from asking to borrow money from any other community member.

Violence: Any violent acts or threats of violence are grounds for immediate expulsion from FOTM.

Behavioral Corrections: Failure to comply with behavior expectations will result in corrective requests from Campus Manager. Continued noncompliance, however, may result in expulsion from the community and termination of the at-will, month-to-month tenancy.

- 1st infraction - Verbal correction and reminder of importance by CM
- Non-compliance or 2nd infraction – Meeting with CM and ED or Board Member. May result in termination of residency.
- 3rd infraction - Termination of Entry House residency and notice to vacate by Campus Manager.

Residency and Financial Responsibilities: Agreement to pay the monthly fee which covers a private room, all meals and utilities, is due the first week of every month. A resident's 1st late monthly payment will result in a meeting with the CM to address concerns. Second and following late payments result in a late charge of \$25 added to the monthly fee. If at any time rent is over a month due, a meeting with CM and ED occurs. This meeting may result in termination of residency. Residents may also use Bridge Card funds toward their monthly fee. This community residency is an At Will, Month-to-Month Tenancy arrangement and does not constitute a contractual or rental agreement of any sort. You may be asked to vacate the FOTM room and leave the community premises at any time, with or without cause, with a written 30-day notice.

Member Departure: It is expected and in keeping with good practice to provide 30-day notice of departure and to leave on good terms with all community brothers in Christ

New Resident Signature

Date

Campus Manager

Date

Relapse Response Protocol

To protect all of our residents in Entry House or Step-down House from the danger that is caused by either relapsing themselves or being exposed to a person that has relapsed, the following lays out our response to relapse. Our hope is to provide our residents with accountability and life-skills that address the triggers which lead to relapse.

Recovery requirements for new residents with an addiction past:

- New Entry House Residents will screen for drugs and take a breathalyzer when moving in and random tests thereafter by Campus Manager.
- If a resident has an addiction past, a sponsor must be identified within first 2 weeks
 - Sponsor's name and contact info must be given to Campus Manager
- Attend 2 recovery related meetings in the community every week.

If a 1st relapse occurs:

- Resident must leave FOTM until proof of negative drug and alcohol tests before readmittance to FOTM
- After readmittance, must sign in and out from FOTM for the first 30 days (time and destinations)
- Random drug and alcohol testing will occur 3 times a week for the first 30 days
- Attend 2 recovery related meetings in the community every week and an additional 3rd meeting in the community is required for 30 days

If a 2nd relapse occurs:

- Resident must leave FOTM until proof of negative drug and alcohol tests before readmittance to FOTM
- After readmittance, must not leave the house for 30 days except for work, church or recovery meetings.
- Must sign in and out from FOTM for the first 60 days (time and destinations)
- Random drug and alcohol testing will occur 3 times a week for the first 60 days
- Rent is permanently increased by \$25 a month
- Attend 2 recovery related meetings in the community every week and additional 3rd & 4th meetings in the community for 60 days
- Resident must begin to see a substance abuse counselor or start to attend an outpatient program within 60 days.

If a 3rd or more relapse occurs:

- Resident must leave FOTM and attend a detox center and inpatient program (must have at least 30 days of verified sobriety before readmittance to FOTM with negative drug and alcohol tests)
- After readmittance, must not leave the community for 60 days except for work, church or addiction meetings.
- Must sign in and out from FOTM for the first 90 days (time and destinations)
- Random drug and alcohol testing will occur 3 times a week for the first 90 days
- Rent is permanently increased by \$50 a month
- Attend 2 recovery related meetings in the community every week and additional 3rd & 4th & 5th meetings in the community for 90 days
- Resident must begin to see a substance abuse counselor or start to attend an outpatient program within 60 days.