Covenant Agreement

NAME: _____

This document is intended to provide general information regarding guidelines and expectations of Kingdom Boundaries Prison Aftercare (KBPA) and their housing portion known as ***The Carpenter's Shop (TCS)*** *and* ***The Master's House (TMH)*** (417/413 S. Summit Ave. Sioux Falls SD 57104).

Please read each numbered paragraph and initial only after having a clear understanding of its content. If you have any questions or concerns, please ask about it prior to signing. The purpose of this document is to provide clarification for every resident, as well as the staff and volunteers affiliated with *KBPA,* about expectations related to living at ***TCS*** *or* ***TMH.***

1. KBPA will walk beside me and give advice about decisions, but will not do the work for me. KBPA will provide guidance for both my spiritual and physical needs. I understand that my choices will define my future. **I also understand that KBPA owes me nothing and it is NOT KBPA's responsibility to bail me out of situations that my choices put me in. There are consequences for my choices.** _____

2. I understand that making the transition into society will not be easy and that it will take time. To facilitate a positive transition, I agree to spend a minimum of **ten weeks** at ***TCS*** and/or ***TMH.*** _____

3. I agree to participate in the KBPA Discipleship Program. This will include completing a personalized discipleship/vision plan. Furthermore, I agree to weekly one-on-one meetings with the Discipleship Chaplain while a resident at KBPA. _____

4. I understand that it is my responsibility to watch the TV monitors (each day) in the hallways in either **The Carpenter Shop** or **The Master's House**. This important so that I can stay informed of what is going on at KBPA and to see if there are any changes in policy that will affect me. Also, each slide will have a number on it. These numbers need to put on any bank withdrawal requests to have your request considered. _____

5. I agree to remain chemical/alcohol free. I will participate in drug testing while I am a resident. I will permit my room to be searched for such contraband and further agree not to attend or visit any event or location where alcohol or illegal drugs are present. KBPA has a ZERO tolerance policy on this issue and failure to comply will result in my PO being contacted and may be grounds for termination. _____

6. I agree to not use tobacco products and/or E-cigarettes inside the facility.

- **E-cigarettes and smoking inside TCS and TMH will result in being discharged from the program.**

(There is a designated smoking area at the rear of the building!)

- **No smoking is allowed in the front of the buildings.**
- **After curfew, smoking is allowed ONE TIME per night in the rear of the buildings in full view of the cameras. This must happen only before 11 pm and after 5 am.** _____

7. I understand that candles and incense are both a fire hazard and leave soot on the walls and ceiling. Because of this I agree to not use candles or incense. _____

8. I agree not to have weapons on the property. _____

9. I agree not to have any pets, including fish and snakes. _____

10. I agree to pay rent in accordance of the lease agreement, and have it paid in full on the first of each month of my stay at KB. I also understand that if detained, violated, re-incarcerated, or dismissed from the program that I will be responsible for all unpaid rent, and that rent already paid will not be refunded. _____

11. I understand that prior to my transition from KB to my own residence that I will need my PO's permission. Also, I agree to give KB a minimum of two weeks' notice of my departure from KB with an exact date set for my move. Lastly, I understand that I need to have saved a minimum of the first month's rent (and deposit and furniture) for my new place of residence before leaving KB. _____

12. I agree to the following: to keep my apartment clean per KBPA staff standards, to do the daily and weekly chores assigned by KBPA staff, and to keep the common areas clean and clutter free. For a more comprehensive and detailed list, see the "*House Keeping Guidelines #009*" document. **I understand that I am required** to assist with snow removal, lawn care, and general maintenance of the facility without reimbursement. (This is not an option.) I understand that if I am unwilling to help with these duties that I will be charged a fine and my curfew could be restricted. _____

13. I agree to maintain good grooming and personal hygiene habits. _____

14. I understand KBPA offers only limited transportation and **may not always be available**. Rides will be freely given within one week of release, when KBPA staff or volunteers are available. After one week rides will be available and will be subject to a fee. These rides must be scheduled 24 hours in advance for work, treatment, or job interviews. I understand that if I fail to plan and need a ride because of the failure to plan, I will be charged at the rate of $25.00/hour with a $15.00 minimum. KBPA will assist resident in obtaining a bicycle and/or a bus pass. **I understand that I need to plan ahead**. _____

15. I understand that there will be many worldly attractions for me to spend my time and money on. My top priority will be getting a job. I agree to turn in **all** income to KBPA. KBPA will deposit this money in a "Resident Account" and my personal fund balance will be available upon request. All funds will need KBPA's authorization and signature to be drawn out. In addition, I will keep a written bank register of my personal fund balance. (No banking privileges will be allowed if the band register is not maintained and kept in sync with the KBPA spreadsheet balance.) I will work on a budget. With this budget a plan will be made to pay for my needs first (rent, fines, restitution, PO, programing obligations, food, clothing, etc.). Second, I will formulate a plan to save for living independently (See paragraph#11). Third, when these obligations are met, money will be given to me for extras. I understand that I need to distinguish my needs from my wants. If violated, detained, re-incarcerated or dismissed from ***TCS*** *or* ***TMH***, my personal account balance will be used first to cover any unpaid rent or expenses before the balance is refunded or forwarded to a person or entity of my choice. I understand not turning in all income will lead to disciplinary action and may lead to termination. _____

16. I understand that I can, with the permission of my PO and KPBA, open a personal bank account. _____

17. I understand that a $200.00 (TCS)/$300.00 (TMS) rent deposit will be charged to my account. The deposit will be refunded when I leave, after a favorable walk through inspection (personal area, the kitchen, and the bathroom) with a KBPA staff person has been done. All rooms need to be clean and left in the same condition as when moving in. This will include that the bedding is freshly washed and that the bed is made. The refrigerator and freezer need to be cleaned out of all personal food, including leftovers and washed. Also, all expenses (rent, food, utilities, etc.) need to have been paid. (*The deposit will be used to pay any and all unpaid expenses.*) The deposit will not be refunded if the apartment is left in an unsatisfactory condition requiring KBPA staff to clean and/or if resident is violated, detained, re-incarcerated or removed from the program. _____

18. I agree to the following hours [curfew]:

- **9:00am – 3:00pm** ----- Initial curfew until paperwork is completed and social security card and birth certificate are on file or evidence that they have been applied for.
- **8:30 am – 5:00 pm** ------ While unemployed and looking for employment.
- **6:00 am - 8:00 pm** ------ After employment has been verified, have worked a day, and personal space is maintained per the house cleaning document.
- **6:00 am - 9:00 pm** ------ After a financial work sheet is completed and approved by KBPA staff, and income starts to be deposited in the resident account.
- **6:00 am – 10:00 pm** -----When financial obligations are fulfilled, and a good financial plan is in place.

- Curfew can and will be adjusted to coincide with individual needs either for discipline or exceptional behavior.
- Sleep is important and a minimum of 8 hours/day must be spent at KBPA for personal devotions, relaxation, and rest.
- Hours are subject to PO's approval.
- Time spent off *KBPA* property can and will be adjusted on a personal basis to coincide with various work schedules. **These hours must be approved by KBPA staff.**
- Overnight and weekend passes will only be granted when employed. *I understand that no work equals no overnight or weekend passes*. All pass requests must be submitted in writing 24 hours in advance and approved by their PO and a KBPA staff member. _____

19. I agree there will be no on sight visits by friends or family unless approval has been granted by KBPA staff 24 hours in advance. Visits will be limited to the conference room. _____

20. I agree that there will be absolutely no overnight guests at any time. _____

21. I agree that only individuals living at ***TCS, TMH***, and KBPA staff are allowed in my apartment. KBPA staff and POs are allowed any time they deem necessary. _____

22. I understand all employment, education, and out of town travel schedules will be communicated 24 hours in advance and are subject to PO approval. _____

23. I agree to attend a minimum of one weekly group meeting and one individual meeting with a KBPA staff person. _____

24. I agree that staying connected to the Body of Christ and becoming involved in a Christian community are extremely important. I will seek a church family and attend church weekly where I will feel welcome, and can get involved. I also agree to attend a weekly KBPA approved bible study. KBPA provides weekly Bible studies to work around various schedules. _____

25. I understand all mail from the US Post Office will be delivered to a single secure mailbox and distributed to each resident by KBPA staff. _____

26. I understand that when you text any of the KBPA staff for permission to do something, that a non-response is not a "yes" answer. Until you hear back, please assume it is a "no" answer. _____

27. I understand mail will only be held for 2 weeks after moving from KBPA. A change of address is necessary to be filed with the US Post office. Mail after 2 weeks will not be held or forwarded but returned. _____

28. I understand that personal cell phones are permitted only when permission has been given by my PO. A land line phone is available free of charge for local calls only. _____

29. I understand that motor vehicle use, and ownership will be allowed only with PO and KBPA's permission, and only after a good financial plan is put into effect. I understand that a copy of my driver's license and insurance must be on file with KBPA before permission will be given to drive. If either my driver's license is suspended, or my car insurance lapses, I will lose my right to drive and KBPA staff should be notified immediately.

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30. I understand that I am responsible for my own food. KBPA will advise about the process of obtaining food stamps, but every attempt must be made in securing a job. Food stamps are to be used temporarily and for food items only. KBPA will not let anyone go hungry and will make every attempt to help you make good food choices. *It is up to the individuals in each apartment to work together on food preparation and food sharing*.

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31. I agree to use ear buds at appropriate times (for radios, stereos, video games, and televisions). Video games will be allowed after a job has been secured and approved by staff. Video games must be connected to a personal **(KBPA approved)** flat screen TV or monitor. KBPA will provide one TV with a digital antenna; no cable is provided or allowed in the TCS. I understand that personal computers and telephones are subject to scanning for inappropriate material. Personal computers and cellphones cannot be loaned out or borrowed and must be password protected. For a more comprehensive and detailed list of allowed movies and video games, see the "*Limit on personal items #063"* document. _____

32. I agree to handle all conflicts such as physical violence, threats, emotional abuse, stealing, or foul language with the Matthew 18:15-17, 21-22 (*Please read*) resolution plan. I understand that disruptive behavior that disturbs the harmony of the home could lead to being dismissed from the program. _____

33. I understand that ***TCS and TMS*** have camera surveillance and a door monitoring system. Both the cameras and door systems are monitored by KBPA staff. The camera archives and personal door logs will be and are available for review by the PO, if requested. Any attempt to interfere with surveillance and/or door security will result in immediate communication with PO and will lead to immediate dismissal from the program.

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34. I understand that there is limited room in the apartments and personal property will be kept to a minimum. All personal property will need to be approved by KBPA staff and recorded on a personal inventory worksheet. I have read, understand, and agreed to. See the "*Limit on personal items #063"* document. _____

35. I agree KBPA will not be responsible for personal property that is lost, broken, or stolen. _____

36. I understand in the event of detainment, violation, re-incarceration or removed from the program, personal property will be collected. KBPA has the right to use personal property to cover any financial obligations. After financial obligations have been meet, property will be given to a prearranged entity. If after one-week personal property is not claimed, it will be considered a "donation" to the ministry. _____

37. I understand important paperwork (birth certificates, SS cards, legal paperwork. etc.) can be stored in my personal file in the KBPA office in a secured area. KBPA will not be responsible for such paperwork if not in KBPA possession. _____

38. I agree that if dismissed from ***TCS*** *or* ***TMH*** for ignoring and/or violating any portion of this covenant agreement, or detained, violated, or re-incarcerated, my person property and the balance of my funds in the resident account belonging to me will be held and used for unpaid rent, food, and other expenses acquired while living at ***TCS*** *or* ***TMH*** before my bank balance is refunded. _____

39. I understand that this "Covenant Agreement" is a **fluid document** and **is not all inclusive**, but is specific in spirit, as well as guiding points to the basic expectation of *KBPA.* I understand that this document **can be revised** any time a situation warrants it. **Document with revisions can and will supersede any and all previous dated documents.** I also understand that violations of this "Covenant Agreement", or other conflicting behavior may be cause for discharge from ***TCS*** and/or ***TMH***. _____

40. DISPUTE RESOLUTION: Any disagreement which may arise out of this Agreement shall be submitted to arbitration and shall be enforceable under the Uniform Arbitration act, as Amended by South Dakota Law. Judgement on the award shall be entered into by any court of competent jurisdiction, and the decision of the arbitrator shall be a condition precedent to legal rights. The losing party shall pay both parties' attorneys' fees, the Arbitration Fees and expenses, as well as Expert Witness fees and expenses, and costs, provided the parties mutually agree on an arbitrator. If parties cannot agree, an arbitrator shall be appointed by the Judge having jurisdiction. _____

41. Most importantly I understand the reference to ***The Carpenter's Shop*** **&** ***The Master's House*** are a direct reference to our Lord and Savior Jesus Christ. Jesus himself, before going into public ministry was a carpenter. These apartment buildings and house have been made possible by God (Jesus) Himself. It is by God's grace that the staff, board, and supporters of KBPA has been able to make this program available. These buildings are not just ordinary structures, but have been dedicated to being used by men that have accepted Jesus as their Lord and Savior and realize that it is only by His power and might that all people can make good choices and be successful. _____

KBPA is striving to provide a Christian environment consistent with Biblical principles.

KBPA is here to assist you with your transition and will encourage and help you to succeed. Please assist us by staying in communication with KBPA staff.

☐ I am on parole and agree to adhere to all the requirements of this agreement.

☐ I am not on parole and agree to adhere to all the requirements of this agreement.

Signed: _____ **Witness** _____

Printed name: _____ **Date:** ___/___/_____

"For you were called to freedom, brothers. Only do not use your freedom as an opportunity for the flesh, but through love serve one another."
Galatians 5:13