



Covenant Agreement

NAME: _____

This document is intended to provide general information regarding the guidelines and expectations of Kingdom Boundaries Prison Aftercare (KBPA) and their housing entity 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 KBPA owes me nothing. It is NOT KBPA's responsibility to bail me out of situations because of my choices. I understand that there are consequences for my choices.** _____
2. I understand 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 completing the tasks found in the New Resident Agenda form. _____
4. 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. _____
5. I understand 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 is important so I can stay informed of what is going on at KBPA and to see if there are any changes in policy affecting me. Also, each slide will have a number on it. These numbers need to put on any bank withdrawal request to have your request considered. _____
6. I agree to remain chemical/alcohol free. I will voluntarily 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. Refusing to submit to a drug test will not be tolerated and will be grounds for termination. _____

7. 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.** _____

8. 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. _____

9. I agree not to have weapons/knives on the property. _____

10. I agree not to have any pets, including fish or snakes. _____

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

12. I understand prior to my transition from KB to my own residence 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 I need to have saved a minimum of the first month's rent (and deposit and money needed for furniture) for my new place of residence before leaving KB. _____

13. I agree to the following: a) to keep my apartment clean per KBPA staff standards, b) to do the daily and weekly chores assigned by KBPA staff, c) and 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 if I am unwilling to help with these duties that I will be charged a fine and my curfew could be restricted. _____

14. I agree to maintain good grooming and personal hygiene. _____

15. 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 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. _____

16. I understand 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 bank 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 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. _____

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

18. I understand a \$300.00 (TCS)/\$400.00 (TMS) rent deposit will be charged to my account. The deposit will be refunded when I leave if after a favorable walk-through inspection (personal area, the kitchen, and the bathroom) with a KBPA staff person has been done and I have done an exit interview. 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 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. _____

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

- **9:00am – 3:00pm** ----- Initial curfew until paperwork is completed and employment is secured (all interviews need signed form verifying appointment). In addition, social security card and birth certificate need to be on file (or evidence that they have been applied for).
- **6:00 am - 8:00 pm** ----- After employment has been verified, have worked a day, finished Vision Plan, 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 times are the hours you can be away from KB.

- Sleep is important and a minimum of eight 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, treatment, church, AA, and job interviews. **These hours must be approved by KBPA staff.**
- All passes will only be granted when employed. *I understand that no work equals no pass.* All pass requests must be submitted in writing 24 hours in advance and approved by their PO and a KBPA staff member. *Curfew can and will be adjusted to coincide with individual needs either for discipline or exceptional behavior.* _____

20. I agree there will be no on-site 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 or outside when weather permits. Authorized guests that are under the influence of any illegal substance or alcohol and unauthorized individuals will be asked to leave the property. Any individual who is asked to leave and refuses will be considered willful trespassing, which is an arrestable offence. _____

21. I agree there will be **no** overnight guests at any time. _____

22. 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. Absolutely no temporary lodging for friends or family. Bishop Dudley, the Mission, or calling 211 are viable alternatives. _____

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

24. I agree to attend a minimum of one group meeting and one individual meeting each week with a KBPA staff person. _____

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

26. 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. _____

27. I understand when texting any of the KBPA staff for permission to do something, a non-response is not a “yes” answer. Until you hear back, please assume it is a “no” answer. _____
28. I understand mail will only be held for two weeks after moving from KBPA. A change of address is necessary to be filed with the US Post office. Mail after (2) weeks will be returned to sender. _____
29. I understand 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. _____
30. I understand motor vehicle use and ownership will be allowed only with PO and KBPA’s permission, and only after a realistic financial plan is put into effect. I understand 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 must be notified immediately. _____
31. 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. *Each resident is responsible to buy and prepare their own food.* _____
32. 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 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. _____
33. 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 resolution plan. ¹⁵ “*if your brother or sister sins, go and point out their fault, just between the two of you. If they listen to you, you have won them over.*” ¹⁶ *But if they will not listen, take one or two others along, so that “every matter may be established by the testimony of two or three witnesses.”* ¹⁷ *If they still refuse to listen, tell it to the church; and if they refuse to listen even to the church, treat them as you would a pagan or a tax collector”* ²¹ *Then Peter came to Jesus and asked, “Lord, how many times shall I forgive my brother or sister who sins against me? Up to seven times?”* ²² *Jesus answered, “I tell you, not seven times, but seventy-seven times.”* I understand disruptive behavior that disturbs the harmony of KB could lead to being dismissed from the program. _____

34. I understand *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 (this includes physical tampering of equipment, blocking camera views, misusing FOBS, and exiting/entering buildings through windows) could result in immediate communication with PO and could lead to immediate dismissal from the program. _____
35. I understand 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. _____
36. I agree KBPA will not be responsible for personal property that is lost, broken, or stolen. _____
37. 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. _____
38. 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. _____
39. 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. _____
40. 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*. _____
41. 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. _____

42. 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 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.

If accepted into KBPA, I will be willing to wait for a bed if one is not immediately available? Yes _____ No _____

If accepted, I expect to be held accountable by KBPA staff and other residents. Other residents should report to KBPA staff any activity that is ungodly and any activity that violates the Covenant Agreement. Yes _____ No _____

If accepted, I will help hold others accountable, including staff and residents by reporting to staff any activity that is ungodly and any activity that violates the Covenant Agreement. Yes _____ No _____

If accepted, I agree to abide by KBPA's policy of NO tolerance in usage of marijuana (recreational or prescription). Yes _____ No _____

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