

# DRAFT Emergency Shelter Community Values & Guidelines Agreement

As outlined below, I have read and/or I have received communication about the Shared Values and Community Guidelines for the Emergency Shelter. I understand that these Shared Community Guidelines are also posted for my review and that I can inquire about them at any time. I agree that I will adhere to these values and guidelines as stated and as revised in the future to provide a safe and supportive environment for myself and others who are guests here at the Emergency Shelter. I also understand that failure to follow these values and guidelines could lead to my dismissal from the Emergency Shelter. Residing in the shelter community shall not be construed as a residential tenancy with the same rights and responsibilities that are afforded to residential tenants.

## Shared Values and Community Guidelines:

- No Smoking inside shelters, bathrooms, CRC, offices, or any other structure
- Smoking permitted only in designated areas
- Guests may not bring, use, or sell illegal substances, including non-prescribed pharmaceutical drugs, on the property
- Guests may not bring any weapon onto property including but not limited to the following:
  - Projectile firearms of any kind including but not limited to airsoft, pellet, bullet, buckshot, etc.
  - Knives, machetes, axes, or other sharp objects
  - Explosives of any kind
  - Weaponry of any kind not listed above
- No fires or open flames
- No visitors inside shelters or other structures
- Visitor hours 10:00am – 7:00pm and visitors must sign in and out
- No open containers outside of shelters
- Abide by any state or local health/pandemic related guidelines or mandates
- Grant access to shelters for Shelter staff to carry out management duties
- Non-perishable food in units must be stored in plastic containers
- Shelters must be kept in a condition that is deemed healthy and livable and within code (providing for egress, etc.) – weekly cleaning is offered to each shelter
- Guest must inform staff in writing if absent from site for more than 24 hours
- Visitors to the site must be at least 18 years old and must provide valid identification upon request
- Guests must vacate the site when asked and take all of your belongings with you
- Unreasonable noise is prohibited. Noise is unreasonable when it is unreasonably loud given the time, place, and nature of the noise. Noise that is plainly audible between shelters, apartments or houses between the hours of 10:00 pm and 7:00 am is considered unreasonable. Sound systems, TVs, radios or any device that plays music cannot be played in an unreasonably loud manner at any time.
- Discriminatory language and/or harassment of any kind is prohibited
- Aggressive or threatening behavior or language is prohibited
- Physical violence will not be allowed under any circumstance
- Nudity is prohibited onsite and in any common area

## Admission Criteria

- Guests must meet the current HUD definition of Homelessness
- Guests are required to be 18 years of age or older
- Guests must demonstrate that they are currently unable to access alternative emergency shelter programs
- Guests are able to abide by the Shared Values and Community Guidelines (listed above)

- Guests agree to engage with Coordinated Entry, work in partnership with the onsite Service Coordinator to identify permanent housing goals

**COVID Disclaimer**

Guests are required to follow CDC and State recommendations for COVID-19 precautions which may change during the guests stay. Shelter Staff will inform guests of any changes with respect to rules and expectations of the site.

**Guest Agreements**

\_\_\_\_\_ I agree to not cause damage to the property in any way; including my shelter unit, community space, fencing, parking area, or any other existing structure or space within the site

\_\_\_\_\_ I accept responsibility for the behavior of my visitors and understand that any violation to this agreement on either my own behalf or my visitors' behalf may result in my discharge from the site

\_\_\_\_\_ I am responsible for my own property and the space, including shared facilities

\_\_\_\_\_ I understand that Quiet Time is from 10pm to 7am and must be maintained out of respect for neighbors inside and outside of the site

\_\_\_\_\_ I agree to obey fire and safety regulations

\_\_\_\_\_ If I am asked to leave for violation of the above Shared Values and Community Guidelines, I agree to leave respectfully and will not loiter within an eight (8) block radius of the Shelter Community.

\_\_\_\_\_ I have received a copy of the Grievance Policy and understand that I must follow up with the Shelter Coordinator if I wish to appeal the decision.

\_\_\_\_\_ I understand that Shared Values and Community Guidelines may change throughout shelter stay to meet the needs of the community.

\_\_\_\_\_ I understand that I will be notified of any changes and asked to sign amendments to this agreement that reflect any changes or additions to Community Values and Guidelines.

\_\_\_\_\_  
**Guest Printed Name**

\_\_\_\_\_  
**Guest Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Staff Signature**

\_\_\_\_\_  
**Date**