



HORIZONS TRANSITIONAL HOUSING PROGRAM

Summary of Program Policies

This summary of program policies is being provided for referring agencies and organizations to review with individuals and families being referred. **This is not a complete list of all policies in the Participant Handbook, which will be reviewed with program participants at intake. Policies may change at any time.**

Program Description: Program participants are valued members of the Horizons community and will be treated with respect by other program participants, volunteers and staff. They will be provided a furnished resident unit and meals, without charge. Participants will work with their case manager to develop an individualized plan toward housing stability, personal growth and a brighter future. They will be accountable for pursuing established goals, meeting with their case manager at least weekly. The on-site portion of the program is up to 18 months long.

Rules:

- Smoking is not permitted indoors. It is permitted only in a designated outdoor area.
- This is a sober program. Participants are not permitted to consume alcohol or other drugs (including marijuana) at any time while enrolled in the program, on or off the premises. Participants will be required to undergo drug testing at intake.
- Participants are required to be in the building by no later than 9:30 pm.
- Participants are required to be in their units from 10:00 pm to 6:00 am.
- Quiet hours are from 8:00 pm to 7:00 am.
- Participants are not permitted to have guests on the premises (indoors or outdoors), other than approved service providers. Participants are encouraged to build healthy relationships with family and friends off-site.
- The premises are staffed 24/7 and monitored by security cameras.
- Weapons are not permitted anywhere on the premises, including in private vehicles.
- No candles or appliances with heating elements are permitted in resident units.
- Participants must keep their resident units and themselves clean.
- Parents/legal guardians must always accompany their children on the premises. Children cannot be left alone in resident units or common areas.
- Shouting, cursing, fighting, bullying and violence in any form are prohibited.
- Pets are not allowed.
- Participants will have reasonable responsibilities at the premises as members of the Horizons residential community (*e.g.*, helping at mealtime, limited cleaning, etc.).
- Although every situation is considered on a case-by-case basis, certain criminal histories may prevent participation (or continued participation) in the program.
- Participants may be removed from the program for repeated failure to follow policies and rules. Some violations, depending on their nature, may lead to immediate removal.