



Sustain the Change Program Application/Agreement

Transitioning Men Through the Devastation of Their Past to a Thriving Future

Thank you for your interest in Shield Ministries. Shield Ministries is a faith-based life skills educational program. Shield Ministries is looking for men who are committed to changing their way of thinking, choosing, and building and are willing to be held accountable and responsible to do so.

Shield Ministries is a Non-profit organization that has been in operation for twelve (12) years. This extensive experience has enabled us to develop a comprehensive program that will help men transition from the devastation of their past to a thriving future, not just surviving from day to day. The below outlines Shield Ministries four (4) areas of service which are Crisis Stabilization, Regulatory Compliance, Life Skills and Spiritual Development.

CRISIS STABILIZATION

Program Housing

- Provide housing to men enrolled in the faith-based life skills educational program who are currently homeless, exiting prison/jail and/or are unable to secure an approved address. Shield Ministries accepts men who are committed to change and may be ineligible to receive services from local shelters and transitional housing due to their past criminal records and are qualified through the application and interview process.
- Upon admittance men receive care package (sheets, pillow, blanket, towel, washcloth, minimum of 3-day food supply, and hygiene packet)
- Men receive transportation assistance for their initial reporting requirements and to secure identification during their first week

Individual Case Management

- Establish and monitor progress for re-entry milestones such as, but not limited to:
 - helping men obtain proper identification from the SC Dept of Motor Vehicles,
 - teaching men how to secure gainful employment
 - identify and refer men to other community resource agencies to secure basic needs
 - Tri-County Family Ministries; SC Department of Mental Health; SC Department of Vocational Rehabilitation; MCC Unite (Veteran's Program); employment agencies; churches; other supporting agencies and other non-profit organizations.

Mentorship Program

His Way Ministries provides a weekly onsite post-release mentorship meeting.

REGULATORY COMPLIANCE

Mitigate Community Safety Risks (Work closely with law enforcement and Dr. Burke)

SC Probation, Parole and Pardon Services

US Probation, Parole and Pardon Services

Charleston County Sheriff's Office

Specialized Onsite Professional Sex Offender Counseling (Provided by Dr. William Burke)

LIFE SKILLS EDUCATION

- **Cognitive Behavioral Skills:** The Brain Challenge: teaching men to think, choose and build correctly based on Dr. Carolyn Leaf, *21 Day Brain Detox™* Teaching Material
- **Healing of Damaged Emotions® and Healing of Memories®** Dr. David Seamands, Teaching Material
- **Teaching Men the Dignity of Meaningful Work:** Becoming assets to employers *Jobs for Life™*
- **Celebrate Recovery®** Christ-Centered 12 Step Study for Addictions
- **Brain on Porn Study** 5 Proven Ways Pornography Warps Your Mind and 3 Biblical Ways to Renew It *Covenant Eyes®*

SPIRITUAL DEVELOPMENT

Christ Centered Teaching

- Prayer and Worship that honors God, strengthens and encourages men
- Restoring Men's Dignity through experiencing love, forgiveness, and healing from God which aides in demolishing destructive thought and decision patterns
- Teaching accountability and responsibility
- Personal, individual discovery of plan, purpose and destiny (Teaching men to become assets to their community verses liabilities)



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This document serves as an application and a contractual agreement once the applicant is accepted into the program. This application/agreement is for participation in the Sustain the Change Program. The Program length is designed for an eighteen (18) month minimum participation but not limited to 18 months. Shield Ministries is NOT a TEMPORARY Housing Shelter.

The Shield Ministries Sustain the Change Program is a Faith Based Life Skill educational program which is based on teaching principles that promote accountability and responsibility. The program components include mentorship, basic life skill classes, spiritual development and referrals to other agencies for basic needs assistance. This is an onsite program where men are required to pay Program Fees to participate in the Sustain the Change Program and are provided a transitional housing type setting while participating in the program.

The Sustain the Change Life Skills Program is designed to facilitate change through Christian Biblical Principles of healing of past hurts, habits, and hang-ups and how to think, choose, and build correctly. This program is a challenging program in which each man is required to ACTIVELY Participate!

The core classes are Sustain the Change through the Bible, The Brain Change Challenge based on the *21 Day Brain Detox* by Dr. Caroline Leaf, *Healing from Damaged Emotions & Healing from Memories* by David Seamands, *The Brain on Porn*, *Covenant Eyes*, *Celebrate Recovery*, *the Jobs4Life Program* and *His Way Ministries*.

APPLICANT INFORMATION

Who referred you to this program: _____

Have you applied to this program before? _____ Are you a former Participant? _____ If yes, why did you leave?

Please print

FIRST NAME: _____ Middle: _____ LAST NAME: _____ SUFFIX _____

Cell Phone _____ Current Address: _____

Email _____ DATE OF BIRTH: ____/____/____

Level of Education: High School Graduate Yes No If No, what year completed _____ GED Yes No

College Yes No If Yes, did you graduate Yes No List Degree _____

Other training programs completed: _____

MILITARY

Have you ever served in the Armed Forces? Yes No If Yes, what was the time period that you served

Month _____ Year _____ to Month _____ Year _____ and in what branch(es) _____

INCOME INFORMATION

Current Employer _____ Supervisor Name _____ Phone _____

Job Title _____ Job Start Date _____

Do you receive disability income? Yes No If Yes, then how much do you receive each month? \$ _____

Do you receive retirement income? Yes No If Yes, then how much do you receive each month? \$ _____

Please attach a copy of your paystub or income verification with this application. You will be required to provide paystubs each week. Shield Ministries reserves the right to contact and verify your employment, pay, work schedule, and attendance.



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If unemployed, how you anticipate paying for the \$130 per week Program Fees? _____

CRIMINAL BACKGROUND

Are you currently incarcerated? Yes No (If Yes) PRISON NAME _____

Anticipated release date: _____ Will you be released on probation/parole? Yes No

If you have not had your Probation hearing, when is your hearing scheduled? _____

PAROLE/PROBATION OFFICER'S NAME _____ Phone # _____

Describe your arrest History with dates and charges: *use back if necessary*

List all disciplinary actions you have had while in prison and dates of each: *use back if necessary*

List all achievements, classes and certificates awarded while in prison: *use back if necessary*

Are you or will you register as a Sex Offender Yes No Are you or will you be on an ankle monitor Yes No

What, if any, are your probation curfew times? _____

Have you been court ordered to take sex offender behavioral counseling? Yes No If yes, have you already enrolled?

Yes No Where enrolled? _____

APPLICANT ID (Please check all that apply)

I have a valid driver's license. If Yes, State _____ (DLN #) _____

I have a valid State Id. If Yes, State _____ ID # _____

I have a valid Moped license. If Yes, State _____ ID# _____

I have in my possession my social security card.

I have in my possession a certified copy of my birth certificate.

I currently am receiving disability payments of _____ per month;

I am currently in the process of applying for disability: List where you are in the process:

I have applied for food stamps I am currently receiving food stamps I have/applied for a free Obama cell phone

I am a Veteran I am receiving Veteran's benefits



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EMERGENCY CONTACT INFORMATION

In the event of an emergency participants are required to call 911 for assistance.

Do you walk with a cane or other assistance? Yes No Are you able to climb stairs? Yes No

Emergency Contact #1

Name: _____ Relationship to You: _____

Phone # _____ Street Address _____ City _____

State _____ Zip Code _____ Additional phone #s _____

Emergency Contact #2

Name: _____ Relationship to You: _____

Phone # _____ Street Address _____ City _____

State _____ Zip Code _____ Additional phone #s _____

Emergency Contact #3

Name: _____ Relationship to You: _____

Phone # _____ Street Address _____ City _____

State _____ Zip Code _____ Additional phone #s _____

Religious Background

The Sustain the Change Program is a Christ-centered faith-based program. Acceptance is not based on religious preference. However, Program Participants accepted in the Shield Ministries' Participant Program **ARE REQUIRED to attend and actively participate in ALL assigned classes and worship services**, and are REQUIRED to comply with ALL the rules, regulations, and guidelines set forth in this application/agreement.

What is your religious background?

Which religion/denomination do you most identify which? _____

Are you a current member of a church or religious organization? Yes No

If Yes, Church Name _____ Address _____

Pastor's Name _____ Phone: _____

If in prison, did you participate in Chapel activities? Yes No If Yes, describe:



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SPIRITUAL JOURNEY

Check the box beside the category that best describes where you feel you are right now in your Spiritual Journey.

- Not Interested
 Curiously Seeking
 Faith Commitment
 Living in a Daily Relationship with Christ
 Assertively Seeking
 Stalled Out/in the Wilderness
 Growing in Wisdom
 In the Healing Process

Where would you like to be on your spiritual journey in a year?

What is standing between you and that point. Check all that applies.

- My Past
 My own anxieties
 My Circumstances
 Misconceptions
 Lack of Biblical knowledge
 I'm not sure
 I'm satisfied
 Other: _____

What do you think that it will take for you to break through those barriers? Circle from the list below all that apply.

- Experiencing God's Forgiveness
 A Step of Faith
 A Crisis
 More knowledge/understanding
 Someone helping me through the process
 Forgiving Myself
 Forgiving Others
 I don't know

In the two Bible verses below, how does the Bible describe the difference between searchers, followers and those in a relationship?

17 When Jesus had spoken these things, He raised His eyes to heaven [in prayer] and said, "Father, the hour has come. Glorify Your Son, so that Your Son may glorify You. ² Just as You have given Him power *and* authority over all mankind, [now glorify Him] so that He may give eternal life to all whom You have given Him [to be His—permanently and forever]. ³ Now this is eternal life: that **they may know You**, the only **true [supreme and sovereign] God, and [in the same manner know] Jesus [as the] Christ whom You have sent.** (John 17:1-2)

¹² He who has the Son [by accepting Him as Lord and Savior] has the life [that is eternal]; he who does not have the Son of God [by personal faith] does not have the life. (I John 5:12)



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PROGRAM TERMS

Upon signature of this application/agreement, this document binds both parties contractually to all the stipulations included in the entire application/agreement. Written notification must be received if applicant does not intend to be admitted to the program. Program spaces are **only guaranteed** with a \$130.00 deposit which is non-refundable if applicant is not admitted. However, the \$130.00 will be credited to the first week of the program fees for applicants who are admitted in the program.

_____ (Print Full Name) and Shield Ministries agree to the terms and conditions set forth in this contract. FAILURE TO COMPLY WITH ALL THE RULES, REGULATIONS, AND GUIDELINES or **FAILURE TO ATTEND** designated classes and worship services may result in **IMMEDIATE expulsion** from the participation facility and where noted fines and fees for damages will be assessed and charged.

I, _____ (Participant Name) understand that this agreement is **NOT a tenant and landlord agreement**. The Shield Ministries program is a comprehensive life skills educational program designed to aid men who are in a life transition to become self-sufficient. This program is an educational program which **requires Participants to actively engage** in life changing classes, seminars, worship services, and mentorships. Program fees of \$130.00 per week are charged for program costs. This fee covers the program administration costs and expenses of program which may include housing. A Monthly Advance payment option of \$480.00 is available for men who are on a fixed income (must provide proof of disability/social security/retirement). Men who desire to pay a monthly fee may pay \$500.00 (a savings of \$760 per year) in **advance** on the 1st of the month.

(Proverbs 18:9 He who is loose and slack in his work is brother to him who is a destroyer and he who does not use his endeavors to heal himself is brother to him who commits suicide.)

Each Housing Participant is on a 90 (ninety) day probationary period and **must show commitment to change** and effort before receiving final acceptance into and to remain in the program. At any time if this commitment is NOT demonstrated by the participant's attitude or failure to take responsibility or accountability for his own actions or his failure to comply, the participant will be expelled from this program immediately.

Please note that Shield Ministries typically provides each participant with first week of food but **does not** guarantee ongoing supplies of food or clothing, however, there are individuals and other agencies that donate these items to Shield Ministries. These items are distributed giving priority to the greatest need when these resources are available.

One of the first and most important needs of the incoming participant is proper identification. **Active State issued ids are required to obtain employment and apply for food stamps (SNAP), free cell phone service, medical service assistance and other agency resources.** If the participant does not have a social security card or a valid State picture id (*Prison Ids are not considered a State Id*), then an official birth certificate must be obtained within the first ten (10) days of entrance into the program so that the participant can obtain proper identification.

If an applicant does not have any identification, he should begin to make arrangements to secure an official copy of his birth certificate with the seal prior to his release from prison or prior to entrance.

FINANCIAL AGREEMENT

Deposit

A deposit (**\$130**) must be made to **secure** a space in the Sustain the Change Program. Spaces will not be guaranteed unless the deposit is made, **otherwise space is on a first come first serve basis**. Deposits are non-refundable but may be applied on the first week of program fees for those men who enter the program.

Financial Planning and Accountability

Each participant is required to complete a budget plan upon entrance to the program and will be required to bring a paystub each payday prior to spending any money to complete a financial plan with the designated Shield Ministries Representative. New Participants and Participants who are enrolled or re-enrolled in the Financial Planning Accountability Course will complete a daily expense report and submit them along with receipts and paystubs for all purchases weekly to ensure participant is meeting his financial responsibilities and is on track for meeting budgeting goals.



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Program Fee Payment Schedule Requirements

ALL payments are to be made in full each Friday night between the hours of 6:00pm and 8:30pm. Weekly payments are paid on Friday cover the next week (Saturday through the upcoming Friday.) Men who enter the program prior to Friday will pay a prorated daily rate of \$18.57143. Failure to show up or pay per agreement will result in **expulsion from the program.**

(Jeremiah 22:13 Woe to him who builds his house by unrighteousness and his [upper] chambers by injustice, who uses his neighbor's service without wages and does not give him his pay [for his work])

2019 Program Fee Amounts and Obligation

Program Fee Schedule for current Program Participants are as follows:

December 26, 2019 through January 23, 2020:

Monthly \$460 (Includes the Month of January 2020)

Weekly \$120

Daily prorated \$17.1428 per day

January 24, 2019 and ongoing:

Monthly Fixed Income \$480 (Men on Disability, Social Security, Retirement-must provide proof of income)

Monthly Other than Fixed: \$500 due beginning on February 1 (Payment at the BEGINNING of the Month)

Weekly \$130

Daily prorated rate \$18.57143 per day

Please note Program Fees are typically evaluated annually, however Shield Ministries reserves the right to increase fees at any time with no notice. All fees must be paid in full prior to a participant taking off-site visits and exiting the program. The participant must give a minimum of fourteen days' notice when intending to exit and participate in an exit interview or will be charged and an additional fee of \$130 will be added. Legal action will be taken to collect any unpaid debt. This action includes but not limited to court action, wage garnishments, or collection attempts made by a third-party debt collector.

EXIT OR EXPULSION

_____ (Initial) Upon a participant's exit, he must take all belongings with him. If a Participant is expelled from the program, the Participant must **leave immediately** and has 48 hours to retrieve all of his belongings with a pickup time scheduled and approved by the Program Director. A representative of Shield Ministries must PRESENT during retrieval of personal items. If permission has **not been granted** for Participant to be on the property, then he will be charged with **trespassing**. SHIELD Ministries is not responsible for any belongings of its participants at any time. Once a Participant has been expelled from the program he is not allowed on the property without prior permission and without being escorted by a Shield Ministries Staff Member. If a participant desires to designate a family member or friend to pick up personal belongings, then he must complete a Release of Property Form otherwise NO one will be allowed access to the participant's belongings.

(Titus 3:1-2, Remind people to be submissive to [their] magistrates and authorities, to be obedient, to be prepared and willing to do any upright and honorable work, 2 To slander or abuse or speak evil of no one, to avoid being contentious, to be forbearing (yielding, gentle, and conciliatory), and to show unqualified courtesy toward everybody. Romans 13:2, Therefore he who resists and sets himself up against the authorities resists what God has appointed and arranged [in divine order]. And those who resist will bring down judgment upon themselves [receiving the penalty due them].)

HOUSE RULES (Initial beside each to indicate that you understand and agree to comply.)

_____ 1. No disruptive behavior (fights, cursing, verbal threats, naming calling, negative talk, texting, or emailing etc.) will not be tolerated and will result in immediate expulsion. All such behavior is to be reported immediately to the Housing Supervisor(s) and then to the Program/Assist Program Directors.

Colossians 3:8

But now put away and rid yourselves [completely] of all these things: anger, rage, bad feeling toward others, curses and slander, and foulmouthed abuse and shameful utterances from your lips) drought

_____ 2. **No Weapons** (knives, guns, boxcutters, or any item that can be perceived as a weapon including collector's items) are allowed on premises. Violation will be reported to local police authorities and if applicable Probation Pardon and Parole Agents.



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_____ 3. All participants **must be inside** the facility, and remain in, **by 10:00pm weekdays and 11:00pm on weekends**. Shield Ministries reserves the right to require participants to have an earlier curfew. All units will be locked. If any participant unlocks and allows another participant in without prior approval from the Program Director, then that participant may face immediate expulsion.

A written request is made through 24-48 hours and must be approved by a SHIELD Ministries representative for any expected tardiness due to work for entrance to house past curfew times. A copy or verification from Employer for worker schedules must be attached. For those instances where employers do not give adequate notice time, participant must call Program Director PRIOR and leave a message or text if call is unanswered.

_____ 4. Guests and visitors are ONLY allowed in the **front of the Sanctuary** yard (not in front of or inside of any unit) or **Guests may visit in the office/Sanctuary or outside in front of Sanctuary and only between the hours of 9am and 7pm**. Guests must be accompanied by a Participant or Staff member at all times.

No sexual content of any nature (inappropriate kissing, hugging, or touching) is allowed on site. Shield Ministries is not responsible for Participant or guest's personal property.

(1 Corinthians 6:18 Shun immorality and all sexual looseness [flee from impurity in thought, word, or deed]. Any other sin which a man commits is one outside the body, but he who commits sexual immorality sins against his own body).

_____ 5. Shield Ministries Participants are to refrain from having any contact (conversations or assistance) with neighbors. If a neighbor approaches, then direct the neighbor to the Program Director or the Executive Director. Please see Pastor or Program Director for approval for neighbors who are former participants.

_____ 6. Participant **is responsible for any damage done by themselves, their visitors, or guests**. Urgent repairs should be reported to one of the Ministry Support Assistants immediately and in writing via the Service Request Form in the box located outside of the office door or on the Shield Ministries website. Failure to report issues may result in participants being fined the cost of repairs or damage. Participants and guests must behave in a respective manner that will not disturb or disrespect other participants.

_____ 7. Shield Ministries has the right to search all property including vehicles, cell phones, computers, laptops, iPads, and other electronic devices of participants and their guests. Participants may ONLY have laptops, computers, or iPads if approved prior. Each participant who is approved to have these, **must register ALL electronic devices** via the **Electronic Device Registration** form and there is a limit to the number of devices a participant can have. Flip phones are the only authorized phones that men can have at Shield Ministries. (phones with the ability to have NO INTERNET ACCESS!) All cell phone purchases must be approved by a SHIELD Ministries representative. **Men who purchase phones with internet accessibility without authorization or have laptops without authorization will be charged a \$200.00 fee and an additionally weekly fee of \$5.00 per week. These fees must be paid prior to the purchase of the cell phone or the cell phone will be confiscated.**

Participants must notify SHIELD Ministries of any changes in electronic devices. Any cell phones, electronic devices, or internet accessible devices not registered will be confiscated. All new cell phones or electronic devices MUST be registered. If non-registered devices are found on the property, then they will be seized.

_____ 8. No pornography and viewing of any form of pornography is allowed. Men who are on Probation **will violate their Probation and return to jail** for accessing pornography. Possession of pornography or accessing via any electronic devices will result in the devices being seized and reported to Probation, Pardon, and Parole Services immediately if applicable.

_____ 9. All devices with internet capability are required to load Electronic Device **Accountability, Filtering Software** from Qustodio which blocks inappropriate sites and reports on all applications, websites and communications. This must be loaded as soon as a device is purchased.

_____ 10. Electronic devices such as video recording devices are not permitted. Viewing of any movies are limited to PG13 rating and under. DVDS or videos found that are over the PG13 rating or not rated and deemed inappropriate will be seized and destroyed.

Probation along with Shield Ministries prohibits any books and Magazines with any sexual content or have revealing photos of people with low cut shirts, bathing suits, or minimal clothed men, women or children are **prohibited**. Any material found to be in appropriate or could be used inappropriately will be seized and destroyed.

Pornography/Inappropriate Material Violations

Accessing or viewing pornography will result in enrolling (if not already enrolled in) Dr. William Burke's Thursday Night specialized counseling at the Participant's expense.



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(Matthew 6:21- 24 For where your treasure is, there will your heart be also. The eye is the lamp of the body. So if your eye is sound, your entire body will be full of light. But if your eye is unsound, your whole body will be full of darkness. If then the very light in you [your [r]conscience] is darkened, how dense is that darkness! No one can serve two masters; for either he will hate the one and love the other, or he will stand by and be devoted to the one and despise and be [s]against the other. You cannot serve God and mammon ([t]deceitful riches, money, possessions, or [u]whatever is trusted in).

_____ 11. No commercial activity of any kind is permitted on premises without the express written consent of Shield Ministries.

_____ 12. No illegal activity (as defined by local, state, and federal law) is permitted on premises. Shield Ministries, North Charleston Police Department, and/or Probation, Pardon, and Parole Services performs random, periodic room inspections without any notice. These searches include all personal property, vehicles, bags, backpacks, suitcases, etc. Police Drug Dogs may be used.

(Ephesians 5:13 But when anything is exposed and reproved by the light, it is made visible and clear; and where everything is visible and clear there is light.)

_____ 13. This is a multi-Participant facility. Upon entrance men will be assigned a dormitory style room and may be charged a reduced program fee rate until the participant has meet all the probationary period goals, which will be set upon entrance of the program. Upon completion of the probationary period rules a participant may be assigned another unit when there is availability and most rooms will have 2 occupants.

_____ 14. There is **NO borrowing** of other participant's **phones, money, or food**. If a participant desires to assist another participant, then he can do so by donating to the Frankie Purvis Fund at Shield Ministries and earmarking the donation for the individual. This donation is tax deductible.

_____ 15. **REFUND POLICY:** All program fees are non-refundable.

_____ 16. No watching television or videos between the hours of **8am and 2pm Monday through Fridays**. If not working during the weekday, attendance during any scheduled daily program is required.

_____ 17. NO TVS are allowed in the bedrooms!

_____ 18. Smoke **ONLY** in outside designated areas. There is **NO Smoking** inside of ANY units. **DO NOT throw your cigarette butts on the ground**. It is the responsibility of all smokers to ensure property is free and clear of cigarette butts. Failure to keep the property clean will result in the termination of smoking privileges on the property. Anyone caught throwing cigarette butts on the ground will be fined \$25.00. Habitual offenders will lose smoking privileges.

PARTICIPANT RESPONSIBILITIES (Initial beside each to indicate that you understand and agree to comply.)

1. _____ Participant must notify Shield Ministries if he contracts any contagious diseases. Shield Ministries reserves the right to require a Participant to produce medical diagnosis for health-related issues/concerns.
2. _____ Participant is responsible for maintaining good personal hygiene. Bathing daily and wearing of deodorant any regular washing of clothes and bed linens are required.
3. _____ Dispose of all rubbish, garbage, and other waste in a clean, proper, and safe manner. All trash is to be **contained in a trash bag** with the trash bag being tied at top. **Dispose of Recycle material ONLY** in the Blue Recycle cans (Styrofoam is not accepted.) Set trash cans and Recycle Containers at curbside on trash pick-up days and take the trash cans back to participant the **day of trash pickup** after pickup. Misuse of Recycle cans will result in a fine for Participants who live in the unit.
4. _____ Keep all plumbing fixtures as clean as possible. Clogs that require more than a plunger, notify a Ministry Assistant or a Shield Ministries Staff member and do not attempt to fix it.
5. _____ Participants who deliberately or negligently destroy, deface, alter, impair, or remove any part of the property or allow another to do so or the Participants will be charged for negligence or damages.
6. _____ Noise should be kept at a reasonable level. Be considerate of your neighbors. **DO NOT HAVE PHONE CONVERSATIONS** after curfew.
7. _____ Do not use profanity or threaten any other participant. Verbal and physical threats will result in immediate expulsion or arrest.
8. _____ All participants are to conserve utilities. In facilities with window air-units, participants are to turn the **bedroom units** off between the hours of 7am and 3pm Monday through Friday and the common area units may only be on when someone is



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present in the room during the day. All televisions should be off between 8am and 3pm Monday-Friday. Turn off all radios, alarm clocks, other electronic devices, and lights when you leave your unit. **Neglect or Misuse of Utilities may result in fines to everyone in the unit.**

9. ___ Permission must be given for a Participant to spend the night off the premises. An **Off-Site Request** form should be filled out 5(five) days in advance unless an emergency situation can be confirmed. A participant must be in the program for 90 days, is current on his program fees, and has not had any disciplinary actions within the last 30 days. Participant must pay in advance for the time he will be gone. If participant is on probation, his probation officer **must confirm** approval via phone, text, or email to a SHIELD Ministries staff member prior to the anticipated offsite. Ministry volunteers do not count as staff.
10. ___ Participant will dress appropriately and modestly. Participants should **not** go without wearing a shirt and pants or shorts. Participants should not wear pajama pants to classes or while outside of their unit. Pants are to be pulled up to the waist line. No saggy. No underwear exposed.
11. ___ Participants may be required to appear before the Peer Review Counsel for disciplinary actions. This counsel consists of current participants who have shown spiritual growth and maturity. Disciplinary actions include, but are not limited to, disruptive behavior, negative attitudes, and rules infractions. The decisions of the Peer Review Counsel may be overturned by the SHIELD Ministries staff.
12. ___ Everyone must keep their area and the **common area neat and clean. Personal cleanliness is a must.** All rooms must be neat and orderly with clothes either folded and put away in drawers or hung up in lockers/closets and beds made. No clutter is allowed on the floors. Clear passage ways to all exits must be maintained. Laundry, including bed linens, must be washed no less than every two weeks. Room inspections will be completed weekly and a \$20 fine will be assessed: A person receiving more than 3 fines may be expelled from the program. Payment of fines will be made on the next Program Fees collection day.
13. ___ A rotating daily cleaning schedule for sweeping, moping, vacuuming, dusting, cleaning refrigerator, bathrooms, trash take out, will be created by participants in the unit and posted on kitchen refrigerator. Common areas must be maintained and kept clean by all the participants. Each person is responsible to clean cooking/eating/beverage items **immediately after use.** All personal food items should be marked with name with a permanent marker and/or masking tape. **Failure to do this causes pest issues and if rooms are not clean and dirty dishes are found in the sink participants will be charged a \$20.00 fee.**
14. ___ Participants are responsible for purchasing their own cleaning supplies, trash bags and paper supplies. Participants in each unit may work out a plan to share or alternate in the purchase of these supplies or contribute.
15. ___ Trash should be taken out daily and Trash is to be put in TRASH BAGS and closed. DO NOT PUT any food or Styrofoam items in the blue Recycle bins. If any of the above is found then everyone in your unit will have to clean ALL of the 5519 Woodbine Avenue trash cans with soap and water and everyone may be charged a fee.

DRUG/ALCOHOL POLICY (Initial beside each to indicate that you have read and understand)

___ Anyone found to be under the influence will be required to leave immediately. Probation officers will be notified, and participant may be arrested.

___ Participant agrees to submit to random drug and alcohol tests upon request. Any illegal drug use on the premises will be reported to the North Charleston Police Department and charges will be filed.

RE-ADMITTANCE POLICY (Initial beside each to indicate that you have read and understand)

___ If a participant is expelled from the program for any reason or is rearrested for any reason (including a probation violation), he must reapply for admittance and complete a new application and interview.

___ If a participant receives a probation citation he must appear before the Peer Review Counsel and his ability to remain will be determined.

___ If reaccepted, the participant will be treated as a new participant, adhering to all new participant requirements.



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PARTICIPANT COVENANT AGREEMENT

By signing this agreement, I, _____, I agree to abide by the rules and directives of the Ministry. My acceptance of admission is based on the following understanding:

1. My participation in the programs as assigned is mandatory. I commit to attending and participating in regular worship services; all classes as assigned, and any meetings as required.
2. I sincerely desire and am committed to make a successful transition into a new life. I believe that continued contact with and participation in a supportive community would be desirable and helpful to me. I am seeking spiritual, practical, and emotional support to prepare for successful transition back into the community and agree to participate in the mentorship program and commit to an accountability partner(s) as assigned.
3. I commit to becoming an active participant in a small faith sharing group. I commit to cooperate fully with and to be held accountable by my **SHIELD Ministries** mentor, the **SHIELD Ministries** staff, and others in this ministry.
4. I understand that evaluations of my participation and progress are made on a regular basis and will be used to aid in my reintegration and/or transition. In consideration of my needs and **SHIELD Ministries** willingness to accept me into the ministry, I make the following commitments:
 - I commit to be honest and truthful in all communications.
 - I commit to change my life and avoid future detrimental attitudes and behavior, associates and situations. I commit to surround myself with those in this ministry who consistently maintain a positive attitude.
 - I commit to participate fully in classroom activities and outside assignments by completing all assignments, and participating in.
 - I commit to help develop and commit to working a personal transition plan and to develop the discipline necessary to follow my transition plan faithfully.
 - Upon requirement, I commit to attend 90 meetings in 90 days of AA or NA.
 - I commit to attend weekly **SHIELD Ministries** sessions and activities and impromptu meetings when called.
 - I commit to participate, along with other members of **SHIELD Ministries**, in community service projects.
 - I commit to be a faithful steward of the time, talent and treasure given to me by God.
 - I commit to maintain a positive mindset and attitude and will not engage in gossiping, backbiting, nor complaining.
 - I commit to submitting issues and concerns in writing. Upon submission I agree to meet with the Program Director or Pastor(s) to resolve.

I understand that **SHIELD Ministries** is sustained by the generosity of its members and the support of the surrounding community so therefore I committed to service in an agreed upon community service area within Shield Ministries.

As part of my transition plan, I agree to support future associates in the ministry by voluntarily contributing time and/or funds for the work of the ministry. Further, if I fail to fulfill commitments as described above, I agree to reimburse the ministry for all expenses advanced by the ministry, or other applicable agencies, on my behalf. All funds (volunteered or reimbursed) will be used to serve the needs of future associates in the ministry.

I, _____ (Print Name) hereby state I have read and understand and agree to abide by ALL rules, regulations, and all requirements that are written in this fourteen (14) page application/agreement.

_____ (Signature)

_____ (Date)



Sustain the Change Program Application/Agreement

Transitioning Men Through the Devastation of Their Past to a Thriving Future

Hold Harmless Agreement

This HOLD HARMLESS AGREEMENT (this "Agreement") is made effective on _____ (Date) by and between the Shield Ministries (hereinafter, "Shield Ministries"), of 5519 Woodbine Avenue, North Charleston, South Carolina 29406 and _____ (Printed Name of Applicant) (hereinafter, "Housing Participant"), of Shield Ministries and are sometimes individually referred to as "Party" and collectively referred to as the "Parties."

WHEREAS, _____ (Printed Name of Applicant) desires to hold harmless Shield Ministries from any claims and/or litigation arising out of any Shield Ministries and Shield Ministries representatives or volunteer's actions in connection with Services including transportation, administrative and Transitional Housing Units in the Sustain the Change Program provided by Shield Ministries or any injuries and/or accidents occurred on the property.

NOW THEREFORE, in consideration of the mutual covenants and conditions contained herein, Shield Ministries and _____ (Printed Name of Applicant) hereby agree as follows:

HOLD HARMLESS TERMS

1. Hold Harmless. _____ (Printed Name of Applicant) shall fully defend, indemnify, and hold harmless Shield Ministries. from any and all claims, lawsuits, demands, causes of action, liability, loss, damage and/or injury, of any kind whatsoever (including without limitation all claims for monetary loss, property damage, equitable relief, personal injury and/or wrongful death), whether brought by an individual or other entity, or imposed by a court of law or by administrative action of any federal, state, or local governmental body or agency, arising out of, in any way whatsoever, any acts, omissions, negligence, or willful misconduct on the part of Shield Ministries, its officers, owners, personnel, employees, agents, contractors, invitees, or volunteers . This indemnification applies to and includes, without limitation, the payment of all penalties, fines, judgments, awards, decrees, attorneys' fees, and related costs or expenses, and any reimbursements to Shield Ministries for all legal fees, expenses, and costs incurred by it.

2. Authority to Enter Agreement. Each Party warrants that the individuals who have signed this Agreement have the actual legal power, right, and authority to make this Agreement and bind each respective Party.

3. Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

4. Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual right by custom, estoppel, or otherwise.

5. Attorneys' Fees and Costs. If any legal action or other proceeding is brought in connection with this Agreement, the successful or prevailing Party, if any, shall be entitled to recover reasonable attorneys' fees and other related costs, in addition to any other relief to which that Party is entitled. In the event that it is the subject of dispute, the court or trier of fact who presides over such legal action or proceeding is empowered to determine which Party, if any, is the prevailing party in accordance with this provision.

6. Entire Agreement. This Agreement contains the entire agreement between the Parties related to the matters specified herein, and supersedes any prior oral or written statements or agreements between the Parties related to such matters.

7. Enforceability, Severability, and Reformation. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited. The intent of the



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Parties is to provide as broad an indemnification as possible under South Carolina law. In the event that any aspect of this Agreement is deemed unenforceable, the court is empowered to modify this Agreement to give the broadest possible interpretation permitted under South Carolina law.

8. Applicable Law. This Agreement shall be governed exclusively by the laws of South Carolina, without regard to conflict of law provisions.

9. Exclusive Venue and Jurisdiction. Any lawsuit or legal proceeding arising out of or relating to this Agreement in any way whatsoever shall be exclusively brought and litigated in the federal and state courts of South Carolina. Each Party expressly consents and submits to this exclusive jurisdiction and exclusive venue. Each Party expressly waives the right to challenge this jurisdiction and/or venue as improper or inconvenient. Each Party consents to the dismissal of any lawsuit that they bring in any other jurisdiction or venue.

10. In Effect. This Agreement shall be in effect upon date of this application and is in force unilaterally by the applicant's signature.

_____ (*Printed Name of Applicant*) effective as of the date of applicant entrance.

By: _____ Applicant Signature

Date Signed: _____

Applicant Name _____ Printed

By: _____ Shield Ministries Authorized Representative

Date Signed: _____

Shield Ministries Authorized Representative Name _____ Printed



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Transitioning Men Through the Devastation of Their Past to a Thriving Future

2019 PROGRAM SCHEDULE

Shield Ministries has the right to change the Schedule at any time and may add other programs or meetings as needed. Attendance is taken at each meeting. Any class absence requires notification of Program Director prior to class start via call, voice mail message, or text message at (843.209.7941). Any participant with three (3) misses of any combination of class(es) will be brought before the Peer Review Counsel and may be expelled from the program. Verification of absence reason is required.

Class participation is mandatory which includes attendance and being on time, class discussion and completion of homework assignments. Participants upon arrival should be ready, seated with paper, pen/pencils to take notes prior to the class beginning. If a participant consistently shows lack of participation in required classes he will be required to meet with Program Director.

Sunday 8:00 am – 10:30am

8:00 AM Brain Challenge and Worship Service (**Mandatory**)

Sunday Evening 5:30 pm

5:30 PM Life Class (Living In Faith Every Day) (**As Assigned**)

Monday 6:45pm (**As Assigned– Class is a 20-week cycle**)

Healing for Memories & Healing for Damaged Emotions

Please note class begins in January and ends before June 1 and begins again in July and ends in November.

Those who have not taken this class will start in either January or July.

Tuesday 6:00pm

Celebrate Recovery (**As Assigned**)

Wednesday 7:00pm

Jobs 4 Life (**As Assigned**)

Thursday 6:00pm

Sex Offender Treatment Onsite Counseling provided by Dr. William Burke. Services provided by Dr. Burke are the responsibility of the participant and are paid directly to Dr. Burke. (As assigned through court order, Probation or as deemed required by Shield Ministries.)

Friday 7:00pm

His Way Ministry Meeting (**As assigned**)

Saturday

NO CLASS



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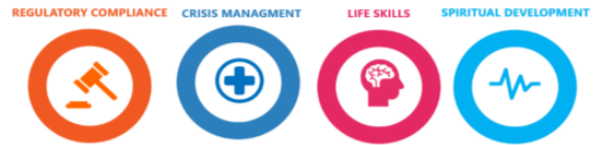
Transitioning Men Through the Devastation of Their Past to a Thriving Future

NEW PARTICIPANT FIRST WEEK ASSIGNMENTS

Participants who are accepted into the program are on a 30-day probationary period. New Participants MUST complete the Assignments by the deadline date to remain in the program. In the unlikely event that a participant is released and arrives past the closing time of the Probation and Sheriff's office, the participant must complete the required registration the following day. If arriving late Friday evening, then the new participant's Day #1 begins on Monday.



Shield Ministries New Participant Assignments



REGULATORY COMPLIANCE COMPLETED DAY #1	CRISIS MANAGEMENT COMPLETED WEEK #1	LIFE SKILLS WEEKLY	SPIRITUAL DEVELOPMENT AS NOTED BELOW
<input type="checkbox"/> Not on Probation (No Action) <input type="checkbox"/> On Probation: Sign in with Probation <input type="checkbox"/> Not Required to Register as a Sex Offender <input type="checkbox"/> Register at the Sheriff's Office Probation Officer Name: <hr/> <input type="checkbox"/> Yes <input type="checkbox"/> No Ankle Mointor <i>If on an ankle mointer, Begin the process for approval for Temporay Agency Work Sites if not currently employed. Verify with your Probationo Officer, if employment approval is required if on an ankle mointer</i>	<input type="checkbox"/> Get Picture Id from DMV <input type="checkbox"/> Get Social Security Card <input type="checkbox"/> Yes <input type="checkbox"/> No Birth Certificate <input type="checkbox"/> Apply for SNAP (Food Stamps) <input type="checkbox"/> Apply for Benefits at SC WORKS <input type="checkbox"/> Tri-County Family Ministries <input type="checkbox"/> Temporary Employment Agency <input type="checkbox"/> Vocational Rehabilitation <input type="checkbox"/> Financial Management Intro Class <input type="checkbox"/> Apply for Free Cell with SNAP Letter Flip Cell Phone ONLY	<input type="checkbox"/> Financial Management Weekly Class <input type="checkbox"/> Complete Daily Brain Challenge <input type="checkbox"/> Attend all Classes As Assigned <input type="checkbox"/> Friday Meetings with Program Director You must bring your paystubs BEFORE YOU Spend any money.	<input type="checkbox"/> Complete Daily Devotional <input type="checkbox"/> Weekly Meeting with Assigned Pastor <input type="checkbox"/> Attend Weekly Worship Service <input type="checkbox"/> Attend Spiritual Development Classes as assigned

Failure to comply to any assignment as given and in the time frame will result in being expelled from the program.

You will meet with your Ministry Support Assistant each evening as required to review your assignment progress and meet with your Case Manager each week. You will be required to diligently complete assignments and report to temporary employment agencies to secure work if not employed or receiving disability or retirement benefits. Men who are NOT currently employed and fail to receive a temporay work ticket, MUST either be out of the unit looking for work or will be given community service work assignments around the property: These assignments may inlcude but are not limited to: Cleaning windows; cleaning outdoor recycle and trash cans; lawn care; cleaning of the Chapel; Food Pantry work service; or other duties as assigned.



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Transitioning Men Through the Devastation of Their Past to a Thriving Future

PARTICIPANT FINANCIAL PLANNING

Transitioning Men Through the Devastation of the Past to a Thriving Future



Name _____	Week Ending:	Week Ending:	Week Ending:	Week Ending:	Week Ending:	Total Month
Weekly Income						
Additional Income						
TOTAL INCOME						
Expenses						
Tithe/Offerrings						
Probation Fees						
Housing Program Fees						
Child Support						
Counseling Fees						
Ankle Monitor Fees						
S.O. Registry Fees						
Other Legal Fees						
Groceries						
Personal Hygiene						
Bus Fare						
Doctor Visit						
Medication						
Emergency Fund						
Savings						
Cell Phone: (Free phones with SNAP)						
Transportation Repair						
Car/Moped Payment						
Car/Moped Insurance						
Vehicle Taxes/Registration						
Health Insurance						
Credit Card 1						
Credit Card 2						
Loan						
Loan						
Total Expenses	0	0	0	0	0	0
WEEKLY TOTAL NET OVER/SHORT						