



In2Action is a faith-based program created to help people successfully and permanently transition from prison back into our community. We have very limited bed space and priority is given to people from the Columbia/Boone County area. We are also unable to reserve beds for more than 120 days in advance. To be given priority, verify you are from the Columbia/Boone County area below and complete this form and return when you are **less than 120 days** from your outdate. **IF YOU DO NOT RECEIVE A RESPONSE – WE DO NOT HAVE AN AVAILABLE BED.**

SORRY, WE ARE NO LONGER ABLE TO ACCEPT SEX OFFENDERS

OUT DATE: _____ SEX OFFENDER ____ YES ____ NO

Name _____ DOC # _____

Institution _____ PO/Case Worker _____

Do you intend (and able) to work fulltime upon release ____ YES ____ NO

If you are from Columbia complete at least one bullet below:

- Previous Columbia Address _____
 - Contact person/phone number _____/_____
- Previous Columbia P.O. _____
- Previous Columbia Employer _____
 - Managers Name _____

You must provide specific information for at least one of the above criteria to be given priority.

THIS IS NOT AN ACCEPTANCE LETTER!!!

If we have an open bed when you submit this letter, in2Action will set up a phone interview with you through your PO. Please know we will likely NOT have an open bed. You will likely NOT hear back from us. Please use in2Action as only a Plan-B.

****Requests submitted prior to 120 days from release will be discarded as will requests with false out-dates.*

It is important to remember your success does not depend on your participation in our program. It depends on your commitment to follow our Lord Jesus. Please keep us in prayer as we keep you in prayer. Let Gods will be done.

RETURN THIS FORM TO IN2ACTION WHEN YOU ARE LESS THAN 120 DAYS FROM RELEASE

New residents must test NEGATIVE on drug screen at intake to be admitted into the program

Form can be mailed to address above, or your institutional staff can fax to 573.397.6942, or the form can be scanned and emailed to dan@in2action.org

IF YOU DO NOT RECEIVE A RESPONSE it means we do not have any open beds.



PLEASE READ CAREFULLY BEFORE APPLYING TO IN2ACTION

Do not return this form to in2Action

In2Action is not an affordable housing program but rather a transition program providing comprehensive services to help residents transition into law-abiding and productive citizens and neighbors. For this reason, conditions for participation in the program extend to social, financial, psychological, spiritual, emotional, and physical aspects in the life of program participants. Residents can be discharged for “lack of therapeutic gain” meaning they are not believed to be putting forth the effort to grow in these areas.

Refusal to abide by the written rules and policies or verbal directives of In2Action staff may result in the resident's immediate dismissal and eviction from In2Action.

Rules and Policies

Successful Completion: It takes a minimum of 90 days to complete the criteria for successful completion of the in2Action program. The specific criteria for the two-phased approach is attached to this document. While it is possible to earn a successful completion certificate in 90 days, it typically takes most residents closer to six months to complete.

Alcohol and Drug Policy: Alcohol and illegal drug use is not tolerated. “Designer” drugs such as K-2 and bath salts are also prohibited. Residents will be randomly drug tested however a positive test is not required for discharge. Residents must notify in2Action staff of any prescriptions and can be discharged for not taking medications as prescribed. Residents must also notify in2Action staff when they suspect alcohol/drug use of another resident.

Program Conduct Policy: Residents will work toward transitioning socially from the old person, to someone new. This means the way we used to talk to one another and respond to conflict must change. Profanity, yelling, insulting, and belittling others are examples of inappropriate ways of relating to others in the program and will not be tolerated.

Weekly One-on-Ones: Residents are required to meet with case manager at least once a week for the first 30 days, then at least biweekly after that. Weekly goals will be established at these meetings and residents must be working toward these goals each week to remain in good standing in the program

Curfew Policy: Phase One residents have a 6 p.m. curfew seven days a week, Phase Two and Three residents have an 11 p.m. curfew Sunday – Thursday and midnight on Friday and Saturday. Overnight passes will be granted on rare occasions through an “Overnight Pass Application” which must be submitted at least ten days in advance.

Chore Policy: All residents are required to keep personal living areas neat and clean. Residents will also be assigned daily, weekly, and monthly chores.

Smoking Policy: NO smoking inside the house or garage. This includes E-Cigarettes.

Pornography, and Sexual Contact Policy: Residents must not view or be in possession of pornographic material, and are prohibited from sexual contact of any kind while on in2Action property.

Computer Policy: Residents are not allowed to view pornography of any kind or visit dating sites on any house computer or on their phones. Residents are further prohibited from “gaming” on the house computer.

Skill Drill Policy: All new residents are required to complete at least 40 Skill Drills, which are 90-minute life skills classes before graduating Phase One. In2Action provides 10 Skill Drills a week (excluding holidays) so it takes about a month to complete all the Skill Drills. Continued attendance is required until resident begins working.

Employment Policy: Residents are not allowed to work outside of in2Action while in Phase One, usually around a month. After Phase One residents must be employed or actively and aggressively seeking employment. Residents prohibited from employment due to health or disabilities are excused from employment policy.

Common Living Areas: Residents are not allowed to be lying down or sleeping in common areas nor is any personal property to be left in these areas. Each person is responsible to pick up after themselves prior to leaving common areas.

Cell Phone Policy: Residents are required to have an active cell phone with voicemail always while at in2Action. Residents will be provided a phone with service if needed for the first 30 days

Program Fee/ Community Service Policy: Residents must pay \$70/week program fees. Residents who do not have income are required to perform 15 hours/week community service in lieu of program fees. Those with disability benefits are required to perform 10 hours/week community service.

Dating Policy: Residents who are not involved in an “existing relationship” when they come into the program are asked to stay out of romantic relationships while residing at in2Action. An “existing relationship” is defined as either a marriage relationship, or one which involves biological children with the resident.

Visitor Policy: Overnight visitors are not allowed and children (under 18) are not allowed. Adult visitors are allowed only in the yard, and upstairs living rooms, kitchens, and bathrooms. Visitors are not allowed later than the resident’s curfew and cannot stay more than one hour without prior permission.

Community Conduct Policy: Residents are required to conduct themselves in a respectful and appropriate manner throughout the community knowing they are a reflection of in2Action wherever they are.

Illegal Activities Policy: Residents are prohibited from engaging in any illegal activity.

“Faith-based” Programming:

In2Action is a faith-based program. What this means specifically is we are driven by Christian principles and the Bible which we consider to be the Word of God. People best suited for in2Action are those who have a sincere desire to cultivate a deeper and more meaningful relationship with their Savior, Jesus Christ.

THIS RESIDENT CONTRACT IS YOURS TO KEEP. DO NOT MAIL IT BACK WITH YOUR APPLICATION. IF YOU ARE ACCEPTED INTO THE IN2ACTION PROGRAM YOU WILL BE EXPECTED TO KNOW THE POLICIES.

REMEMBER – NO RESPONSE TO YOUR APPLICATION MEANS WE DO NOT HAVE ANY OPEN BEDS

******New residents must test NEGATIVE on drug screen at intake to be admitted into the program******



Successful Completion Criteria

Phase One: (Minimum 30 days)

- Completion of 40 “qualified” Skill Drills (must be on time and actively participate)
- Meet with case manager weekly for one-on-one sessions
- Acquire birth certificate, state ID or license, and social security card
- Food stamp application completed
- Family Health Center enrollment packet submitted
- Substance use, mental health, or other P&P required assessments scheduled or completed
- A minimum of 4 consecutive weeks without:
 - Positive drug screen
 - Unexcused absence or tardiness to required in2Action meetings/groups
 - P&P violation
 - Violation of resident contract expectations including but not limited to chores and appropriately interacting with other residents

Phase Two: (Minimum 60 days)

- A minimum of 8 consecutive weeks without:
 - Positive drug screen
 - Unexcused absence or tardiness to required in2Action meetings/groups
 - Missing or being late on program fees (required only AFTER first paycheck)
 - P&P violation
 - Violation of resident contract expectations including but not limited to chores and appropriately interacting with other residents
- A minimum of 8 consecutive weeks of full-time employment (if disabled, other arrangements will be made)
- Meet with case manager at least biweekly for one on one sessions
- A minimum 30 days’ notice of move-out

While in2Action residents can “successfully” complete the program in as little as 90 days, it is expected most residents will choose to stay up to six months to gain additional stability and save the money they need for independent living. A “Successful Completion Certificate” will however be provided whenever the above criteria has been met.

Please note: in2Action maintains the right to waive any of the above criteria when individual circumstances warrant such a departure from the standard structure.