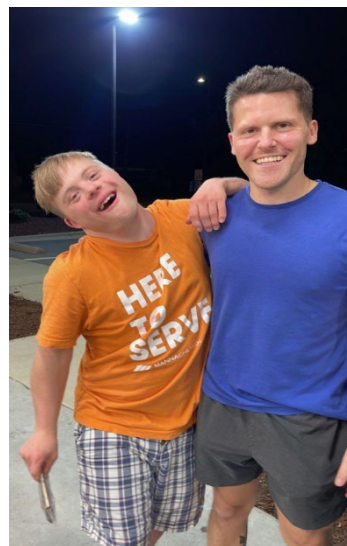


Mission Statement

Friendship House Fayetteville supports young adults with intellectual and developmental disabilities and their families by offering intentional transitional living. This faith-based community is centered around shared meals and fellowship, fostering a daily routine that includes eating, praying, and celebrating together.

The Friendship House Fayetteville Model

The first Friendship House was established in Holland, Michigan, on the campus of Western Theological Seminary. Employment Source in collaboration with various community stakeholders, replicated this unique model to create Friendship House in Fayetteville in North Carolina — the fifth Friendship House in the world! This specialized faith-based model emphasizes communal interdependence and fosters an atmosphere of belonging for all residents.



Each of the three homes has two apartment suites. Three college students or professionals live in each suite with one “Friend Resident.” Friend Residents are young adults with intellectual and developmental disabilities (I/DD), such as Down Syndrome or Autism. As a gateway to independent living, Friend Residents are expected to be able to take care of themselves and maintain a part-time job or be actively engaged in job development services. The student or professional occupants live as housemates and friends, setting positive examples and helping foster the independence of friend residents.



Resident Admission Requirements Role & Expectations

The core members of Friendship House are the Friend Residents: young adults who have intellectual and developmental disabilities and who — with the support of their families, housemates, and rehabilitation staff — are prepared to seek part-time jobs or significant volunteer opportunities in the community. Friend Residents focus on learning to care for themselves, building friendships with housemates, and participating in community life at Friendship House. Additionally, they work on developing independent living skills. Students or professionals also reside at Friendship House, serving as friends, mentors, and roommates, and sharing life.

Admission Requirements for Students or Professionals

- Aged 18 to 40 (1-year lease minimum).
- Sufficient financial resources to cover monthly rent (**\$475 per month, including utilities**).
- Current college student or professional.
- Clean background check and drug test.
- Desire to live in the Friendship House community and serve as a friend setting positive examples to Friend Residents who are young adults with intellectual and developmental disabilities (IDD).
- Willing to support and reinforce independent living skills for Friend Residents and provide feedback to Employment Source staff for assessing their goals and progress.
- Participate to the best of their ability in the Friendship House community *Eat, Pray, Celebrate* rhythm by coming together in weekly prayer and fellowship dinners with housemates.

Role and Expectations:

- Be a friend.
- Student residents not qualified nor required to be caretakers of Friend Residents (no onsite caretaking or dealing with medical conditions).
- Set positive examples and interact to the best of their ability with Friend Residents while living at Friendship House.
- Maintain a daily and weekly presence within the living space, participating to the best of their ability in the rhythm of the community.
- Take the initiative to invite Friend Residents and others to engage in fellowship and activities, participate in community celebrations, and engage intentionally with housemates.
- Manage schedules to allow for active presence and involvement in living with Friend Residents and other housemates.
- Respect housemates and understand their roles while helping to foster Friend Residents growth in independent living skills and sense of belonging.



Code of Ethics/Apartment Rules

Shared Items

- Cleaning items
- Furniture
- Pots, pans, kitchen items, etc.
- Television (communal living area)

Personal Property/Space

- Individual property is off limits to other housemates.
- Do not enter a housemate's room for any reason unless invited by housemate.
- Bedroom doors must be closed when a resident is not home to establish boundaries that resident rooms are off-limits.
- Personal belongings should stay in individuals' bedrooms and not be left in common areas.
- Housemates must respect one another's privacy and establish guidelines for quiet hours. Adherence to the city noise ordinance is required.

Over Night Guest

- Residents may occasionally have friends or family spend the night .
- Overnight guests may stay no more than five consecutive nights.
- Residents must notify fellow housemates and the Program Manager of overnight guests.
- Guests are NOT permitted to: move personal belongings in, or move or relocate belongings of other housemates. Guests may not help themselves to food, drinks, or personal items belonging to housemates or disrupt the rhythm of the community in any way. Guests must be respectful to other residents at all times. Any violations are to be reported to the Program Manager who will address the situation accordingly.

Cleaning

- Housemates will designate and agree upon chores and responsibilities within the apartment.
- All housemates must clean up after themselves in shared spaces, such as the bathroom, front room, dining room, kitchen and when using shared appliances.

Common Courtesy

- Residents must inform housemates of where they are going and when they expect to return or leave a note. Roommates must exchange phone numbers and keep a list of emergency numbers on the refrigerator.
- Housemates who plan meals together should split grocery expenses or share items such as eggs, milk, condiments, and bread.
- Residents must be honest, respectful, and responsible; desire to maximize interdependent living and social skills; and participate in the rhythm of the Friendship House Fayetteville community.
- Pets are NOT permitted except as required under the NC ADA Service Animal Law.



Alcohol/Drugs/Tobacco

- Alcohol is permitted for those age 21 or over. Alcohol must be used in a respectful manner and not excessively.
- Alcohol must not be left in the kitchen or communal living spaces where others may have access.
- Friend Residents who are under guardianship are prohibited from consuming alcohol without legal permission from their guardian.
- Use of alcohol in a manner that other housemates, the Program Manager, or Employment Source staff are not feel comfortable with could lead to a ban on alcohol within the apartment.
- Friendship House is a tobacco-free campus, including smokeless tobacco and vaping.
- Weapons of any kind including guns, knives, etc., are NOT permitted on the premises at any time.
- Use of illegal drugs will NOT be tolerated.

TERMINATION AND REMOVAL FROM THE PROGRAM

Employment Source has a zero-tolerance policy. All incidents and rule infractions will be thoroughly investigated and handled accordingly.

Below are some examples of behavior justifying termination from the program. This list is illustrative but not exhaustive. Employment Source retains the right to change, add, or remove items as we see fit).

- **Theft** - Stealing from others may result in both termination from the program and legal action as appropriate.
- **Sexual harassment** - Sexual harassment ranges from unwanted comments to unwanted physical touch. All accusations of sexual harassment are taken seriously and investigated. Some forms of sexual harassment may also be punishable by law.
- **Physical, verbal, and emotional violence** - Use of physical force or unwanted touching of another individual, use inappropriate language, and engaging in prejudicial behavior or emotional abuse such as berating an individual, as well as other forms of violence or abuse, will not be tolerated.
- **Substance abuse** - Misuse of alcohol or illegal drugs of any kind on the Friendship House property is forbidden.
- **Property damage** - Intentional or unintentional breaking or destruction of Employment Source or Friendship House equipment or property through careless conduct.

I acknowledge and agree to the roles, expectations, and code of ethics as a student/professional resident at Friendship House Fayetteville. As student/professional resident, I am responsible for adhering to the stated requirements. I understand that breaching these requirements will result in disciplinary action, including potential removal from Friendship House Fayetteville.

Student/Professional Signature: _____ Date: _____

Student/Professional Resident Information

Date: _____

Information contained on this form is confidential PHI/PII and may be covered under The Privacy Act (5 USC §55261) and HIPPA (PL 104-191). Unlawful viewing or release may result in fines of up to \$5,000.

APPLICANT INFORMATION

Last Name: _____ First: _____ Middle: _____

Current Address: _____ City: _____ State: _____ Zip: _____

Home Phone: (____) _____ Cell Phone: (____) _____

E-Mail Address: _____ Date of Birth: _____ Age: _____

Sex: Female: Male: (check box)

Social Security: # _____ Marital Status: _____

Categories that best describe you: (Optional)

White: Hispanic/Latin/Spanish: Black/African American: Asian: Middle Eastern: American Indian/Alaska Native: Native Hawaiian/Other Pacific Islander: Other race/ethnicity or origin:



PLEASE ANSWER THE FOLLOWING QUESTIONS WITH AS MUCH DETAIL AS YOU CAN:

Please Type or Print Legibly

1	What motivates you to live at Friendship House Fayetteville, and what do you hope to achieve by residing here?
2	What do you hope to contribute as a resident at Friendship House Fayetteville?
3	Have specific experiences drawn you to living at Friendship House Fayetteville?
4	We would appreciate any insights you may have regarding special needs or developmentally delayed populations. While experience in this area is not required, your thoughts and perspectives are greatly valued.
5	Please provide any additional information about why you would be a good fit as a student/professional resident at Friendship House Fayetteville?



**** INSTITUTIONAL SCHOLARSHIPS ****

You must be an employee or student at the respective institution to apply for these scholarships.

Methodist University Fayetteville State University

Not Interested at this time.

7	<p>Please complete this question only if you're apply for a scholarship from any of the above-named institutions.</p> <p>Describe how the background and skills that make you a strong candidate for receiving this scholarship. Please provide specific details.</p>



Resident Background Check & Drug Screening Release

Date: _____

Please fill out the following information and release permission for Friendship House Fayetteville to run a background check. Information contained on this form is confidential PHI/PII may be covered under The Privacy Act (5 USC §55261) and HIPPA (PL 104-191). Unlawful viewing or release may result in fines of up to \$5,000.

Full Legal Name: _____

Date of birth: _____

Social Security Number: _____

Provide current and most recent prior residences:

Address (1): _____ City: _____

State: _____ Zip: _____ Dates of Residence: _____

Address (2): _____ City: _____

State: _____ Zip: _____ Dates of Residence: _____

As partners of Friendship House Fayetteville, I permit the Employment Source office to use my personal information to run a background check and drug screening as part of my application to Friendship House Fayetteville.

Signature of Student/Professional: _____

Reference Information

Applicant Name: _____ Date: _____

Please provide the names, addresses, phone numbers, and relationship to the applicant of three persons who are not relatives to serve as references.

Name _____ Relationship to applicant: _____

Address: _____ City: _____ State: Zip: _____

Phone/Cell: _____ Email: _____

Name _____ Relationship to applicant: _____

Address: _____ City: _____ State: Zip: _____

Phone/Cell: _____ Email: _____

Name _____ Relationship to applicant: _____

Address: _____ City: _____ State: Zip: _____

Phone/Cell: _____ Email: _____

Your signatures below authorize the Friendship House Assessment Team and the above-listed contact persons to confirm and share information openly about the above applicant.

Student/Professional Signature: _____ Date: _____

**Please return the application to:
Employment Source
600 Ames St. Fayetteville, NC 28301**

Or email to:

FriendshipHouse@EmploymentSource.org

Following the thorough review of the application, the individual will receive a notification indicating the scheduled pre-interview and tour of Friendship House. During the pre-interview, the candidate will have the opportunity to discuss any questions or concerns they may have regarding the role and the residency program.

If the applicant is ultimately chosen to continue the selection process, an online interview will be scheduled with the Friendship House Executive Committee. If selected for residency, the candidate will be required to go through a background check, drug testing, and possibly a DMV check. The candidate will be required to sign a formal contract and lease agreement that will outline the terms and conditions of their residency, including any obligations, rights, and responsibilities associated with the position. Candidates should read through the contract carefully before signing to ensure mutual understanding and agreement.

