



*The Lighthouse*  
Admissions Department, P.O. Box 22573, Memphis, TN 38122  
(901) 382-8106 x 210, Fax (901) 382-0522

**To: Potential Participant**

**From: The Lighthouse Admission Department**

**Re: Interest in Admission to The Lighthouse and Safe Harbor Programs**

Thank you for your interest in admission to our community re-entry program. The Lighthouse offers programs through affiliate Safe Harbor Churches. We are delighted to be able to tell you about our program. We have provided our intake application, personal information questionnaire, basic rules of our program, and descriptions of our program and services.

Safe Harbor is a six month faith-based program that provides life skill and recovery support groups, safe and drug-free housing, basic necessities (such as clothes, food, hygiene products, etc.), and back-to-work employment opportunities with program completion incentives. **Our focus is to help participants make permanent life changes through recovery support services, a variety of pastoral and spiritual support groups, daily chapel services, one-on-one with our pastoral staff, and an assortment of other life skill classes.** We are not a family or group institution and cannot admit children. Safe Harbor locations are state parole board approved: Little Rock, AR; Clarksville, TN; Memphis, TN; and Nashville, TN.

For those who are considering admissions into our program, you will go through a screening process and will be informed promptly of your eligibility. Currently, our program does not admit those who have been convicted of sexual and or violent crimes. Your application will be verified before your admittance can be issued. In order to be considered for acceptance into Safe Harbor, we would require a 1) full admission packet completed and signed; 2) if incarcerated, a recommendation letter from your pre-release counselor or the chaplain from the facility where you are located that includes character information, previous criminal history; 3) an essay telling us a brief summary about you, your charge details, and why you feel the need to come to Safe Harbor; and 4) your TOMIS charge sheet or verification of all previous charges.

At this time, we ask you get in touch with your IPO or your Release Counselor and apply for the Reentry Housing Program (RHP) program. You may not be able to apply until your parole is approved. If you are approved for RHP, you will not be required to pay the \$250.00 admission fee. If you are expiring your sentence or you will not be under any supervision, you will not qualify for RHP. If this is the case, you will be expected to pay the admission fee upon admission. **\*\*Tennessee Locations Only**

Again, we are so thankful for your interest in The Lighthouse and Safe Harbor. May God bless and keep you.

**-this page is for you to keep-**

*Updated: April 12th, 2018*

## The Lighthouse

Attn: Admissions Department  
P.O. Box 22573  
Memphis, TN 38122  
(901) 382-8106 Ext. 210  
Fax (901) 382-0522

Please check which **Safe Harbor Church** facility you are interested in being admitted to:

- \_\_\_\_\_ Clarksville, TN (Montgomery County – Men Only)  
*State of Tennessee Parole Board Approved Location*
- \_\_\_\_\_ Memphis, TN (Shelby County – Men Only)  
*State of Tennessee Parole Board Approved Location*
- \_\_\_\_\_ Nashville, TN (Davidson County – Men Only)  
*State of Tennessee Parole Board Approved Location*
- \_\_\_\_\_ Little Rock, AR (Pulaski County – Men Only)  
*State of Arkansas Parole Board Approved Location*

Last Name		First Name		Middle Initial
Prison/Facility		Inmate # / Booking #		Date of Birth
Prison/ Facility Street Address		City	State	Zip
Date of next parole hearing/ court date		Expiration Date	Date you will be entering our program, if admitted	

\*Please note: there is a required \$25 non-refundable admission/ application fee for TN locations only. If you are unable to pay at this time we will work with you for you to pay at another time. Please mark the following: \_\_\_\_\_ Pay Now  
\_\_\_\_\_ Pay Later

### Consent for Release of Information to Lighthouse and Safe Harbor:

By my signature affixed below, I authorized staff at the prison, jail, facility, attorney, court official, or advocate on my behalf to release my personal information for review of my prison, pertinent medical and mental health records in order to determine whether I meet Safe Harbor criteria for admission and to confirm the information I listed on this application. This release applies to the application process only. I certify that all information on this application is true and accurate. I understand that falsifying information or failing to provide pertinent information on this application can exempt me from admission or dismiss me from the program upon entry.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

### Personal Information:

Questions	Answers
Upon acceptance to our program, will you be on parole?	Yes No
Upon acceptance to our program, will you be on probation?	Yes No
Upon acceptance to our program, will you be on court order or diversion?	Court Order Diversion
Have you ever been in the our program before? If so, when and where?	Yes No
Do you have your I.D.'s?	Yes No
Are you on SSI/ SSDI? If so, what is the reason you have been issued SSI/ SSDI?	Yes No
Are you in the process of filing an SSI/ SSDI claim? If so, what is the reason you are filing?	Yes No
To be able to properly prepare for your arrival, please describe any and all physical disabilities you may have and if there are accommodations that you require as part of your	

Updated: April 12th, 2018

daily activities.	
Are you clinically deaf or blind? If so, please describe.	Yes No
Are you currently suicidal?	Yes No
Do you have a history of suicide attempts?	Yes No

**Alcohol and Drug Use/ Abuse History:**

Questions	Answers
Have you now or in the past had an alcohol or substance abuse problem?	Yes No
In the past, what drugs have you used? (Circle all that apply)	Alcohol Cocaine Marijuana Opiates Narcotics Hallucinogenics Inhalants Sedatives Amphetamines Methamphetamines OxyContin Club Drugs Prescription Drugs Other: _____

**Criminal History:** Please list each of your charges, exactly as they are written on charge sheet. Please be honest. Falsifying or failing to report charges could disqualify you from admittance as well as be grounds for dismissal even after admittance.

Questions	Answers
What types of crimes have you been convicted of? Please list <u>all</u> throughout your lifetime and include date(attach an additional sheet if necessary).	Charge: _____ Date: _____ Charge: _____ Date: _____ Charge: _____ Date: _____ Charge: _____ Date: _____
Which of these crimes were misdemeanors?	
Which of these crimes were felonies?	
Have you ever been a member of a gang or have gang affiliations? If so, please list gang name.	Yes No Gang Name: _____
Have you ever been convicted of a sexual related crime? If so, please explain.	Yes No
Have you ever been convicted of a violent crime or aggravated assault? If so, please explain.	Yes No
Have you ever been convicted of arson? If so, please explain.	Yes No

**Medical History:**

Questions	Answers
Are you currently under a doctor's care?	Yes No
Are you on medication? If so, what types? Please list them all and what they are for.	Yes No
Please circle any of the following that you have currently or had in the past.	Asthma Kidney Failure Heart Disease Heart Attack Stroke Mental Illness Tuberculosis Epilepsy Seizures Diabetes High Blood Pressure
If you have Seizures or Epilepsy: How often do you have an episode?	Yes No

Do you take medication regularly to control them? When was your last episode?	Yes No Date/ time frame:
Have you been diagnosed with any mental health conditions? If so, please describe.	Yes No
Are you currently taking any medication for mental health conditions? If so, please describe.	Yes No
Do you have any other medical conditions? If so, please describe.	Yes No

**Work Information:**

Questions	Answers
Are you physically able to work?	Yes No
Can you stand on your feet for at least 8-10 hours a day working?	Yes No
The work that we may have available requires a person to be able to stand for long periods (up to 10 hours per day), lift repetitively (up to 50-75 pounds), and work in both hot and cold weather. Will you participate fully in our work program with the specific requirements listed above?	Yes No

**Applicant Program Agreement:** Please initial each section below and sign at the bottom.

*Safe Harbor is a non-profit faith-based organization offering community re-entry, housing, and employment. You must not have an objection to participating in Christian-based programs as a condition of admission; however, profession of Christian faith is not required for you to receive services. Our goal is to graduate you in six months drug and alcohol free; independently employed; independently housed; and actively participating in an ongoing support community of your choice. You will be required to participate in alcohol and drug; anger management; work preparation; and other groups designed to enhance your success and prevent your re-incarceration. You must participate in these groups whether or not you feel that you have a drug or alcohol problem.*

\_\_\_ You will be required to work as a condition of participation in our program. This includes work done on premises as part of keeping the facilities clean and in good repair, as well as outside work done to pay for your stay. You will be required to schedule parole and other appointments outside your work schedule. You will be paid at least minimum wage as well as time and one-half for overtime for work performed for back-to-work program partners of the Safe Harbor. You will be an employee of the work program, and not the partner for whom the work is done. If your behavior on the job jeopardizes future employment for other parolees, you may be dismissed from the Safe Harbor.

\_\_\_ Upon acceptance into our program you will NOT be eligible to go to work for your first 7 days if you are in the Transitional phase or 14 Days if you are in the Recovery Phase. During this “Initial Blackout period” the focus of your program will be pastoral counseling, recovery support groups, and work therapy.

\_\_\_ You will be required to pay a deposit of \$250.00 to enter Safe Harbor; The cost of care for each participant is \$9863.00 for six months. We accept Checks or Credit Cards. Upon employment through our back-to-work program there will be a program expense reimbursement charge of \$175.00\* per week from your wages(after taxes and child support). If eligible, you must not object to applying for food stamp benefits to be paid to Safe Harbor during your stay.

\_\_\_ \*For the Arkansas location only, some individuals will qualify for their transitional housing program to receive funding from the state. In this case their weekly program fee will match the funding received until they are no longer funded. Afterwards it will be \$140.00 per week plus \$7 per day for transportation.

## Applicant Program Agreement Continued:

\_\_\_To graduate you must secure independent employment; supply written proof of an outside housing plan; complete all written program materials; have 90 days of sobriety; submit a clean urine drug screen; submit a relapse prevention plan; and supply written proof of participation in an ongoing support community (church; A.A.; etc.). Your outside employment may be through a Safe Harbor partner who hires you after completion of 5 months in our program through our back-to-work program; otherwise, you must secure outside employment prior to receiving your graduation certificate. Students with no relapses or major program infractions may be allowed by the local program director to seek employment outside the Safe Harbor program after a minimum of 150 days at the Safe Harbor. The program director has final approval, and may approve or deny such requests, at their sole discretion.

\_\_\_The first 30 days at Safe Harbor you are on social restriction and may not receive visitors except, under special circumstances approved by the program director. After 30 days, you may receive visitors every Saturday and Sunday from 12 noon to 5 p.m. Although Safe Harbor is not a locked program, you may not leave without a pass and a pass plan. You may also be allowed to have a cell phone after 30 days provided you have completed lesson one of the Celebrate Recovery Book. If you are in the Transitional Phase after 30 days, you will be eligible for two 5 hour passes. After 60 days, you will be eligible for two 24 hour passes per month. All passes must be to a verifiable address with a working telephone. All pass plans are subject to verification prior to approval by director and court appointed officials.

\_\_\_There are rules for program participation. Three write ups for violation of house rules may result in your dismissal. Examples of house rule infractions might be failure to attend groups or chapels; refusal to perform assigned work details; smoking outside the smoking area; or refusal to cooperate with program staff. Violation of a cardinal rule will result in immediate dismissal. Examples are possession of a weapon; possession of drugs or alcohol; possession of pornography; violence or threat of violence; gang activity; and sexual harassment or sexual acting-out on property.

\_\_\_No individual hotplates; microwaves; televisions; or other appliances may be used in individual bunk areas. I understand that I will be limited to eight changes of clothing and one footlocker of personal effects.

\_\_\_No gang attire or gang-related culture is permitted on property. No drug or alcohol logo clothing is permitted. Hats are not permitted indoors; all clothing must be worn in traditional fashion and may not be worn in a manner meant to convey gang affiliation. No racist materials, conversation, or attitudes will be tolerated. Music, movies, and literature of an overtly sexual or violent nature or that glorify drug and alcohol use or gang activity are not allowed on the premises.

\_\_\_Safe Harbor program participants are required to be drug and alcohol free at all times (even when they are off the property on pass). Participants leaving on pass will be tested with a breathalyzer and urine drug tested on return. Safe Harbor may drug screen you at any time, with our without cause. Positive results will be immediately supplied to your court officials. Your property and person are subject to search at any time that you are in the program. This includes Cell Phone Dialouge on All incoming packages and mail will be opened and searched for contraband.

*I understand that the information listed above is subject to change at any time at the discretion of the Lighthouse and is only a summary of major Safe Harbor policies. I agree as a condition of admission to abide by the policies of the Safe Harbor and to conduct myself in a manner that promotes the sobriety and safety of all members of the Safe Harbor community. I am capable of working to pay my program expenses and agree to do so. I certify that I am not a sex or high risk violent offender; I am not suicidal and I have not been deemed a risk to myself or others. I understand that false statements made on my application may subject me to later dismissal if I am accepted.*

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Applicant's Signature

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Date

*Updated: April 12th, 2018*