

Month-to-Month Residency Agreement

This Agreement is entered into between New Beginnings Supportive Housing (hereafter referred to as "Program") and the undersigned resident (hereafter referred to as "Resident"). This is a month-to-month residency arrangement for transitional housing purposes. It is not a lease or rental agreement. Residency is conditional upon compliance with program policies, active participation in supportive services, and adherence to House Rules and Resident Rights and Responsibilities (Appendices A and B).

1. Resident Discharge Summary

Resident Name: _____

Date of Birth: _____ SSI Number: _____

Emergency Contact Name: _____ Phone: _____

2. Term of Residency

1. Residency begins on: _____
2. Facility Address: _____
3. This Agreement continues month-to-month until terminated by either party in writing with at least **30 days' notice**, except in cases of immediate termination for serious violations (see Section 7).
4. Month-to-month residency provides flexibility while ensuring structure and accountability within the program.

3. Program Fees and Financial Responsibilities

1. **Monthly Fee:** \$_____
2. **Payment Due Date:** Payments are due on the _____ day of each month.
3. **Payment Methods:** _____ (e.g., check, money order, online portal)
4. **Late Payments:** Payments received after the due date will incur a late fee of \$_____. Residents are responsible for ensuring timely payment.
5. **Returned Payment Fees:** A fee of \$_____ will apply for any returned or declined payment.
6. **Financial Assistance:** Residents may be referred to community resources for financial assistance, but the monthly program fee remains the resident's responsibility.
7. **Failure to Pay:** Nonpayment may result in a **formal review of residency** and potential termination.

4. Resident Responsibilities

The Resident agrees to:

1. **Program Participation**
 - Attend all scheduled meetings with the Case Manager.
 - Participate in required workshops, skill-building sessions, or program activities.
 - Work toward goals outlined in the individualized service plan.

2. Behavior and Conduct

- Comply with **House Rules (Appendix A)** and all program policies.
- Treat staff, residents, and visitors with respect and consideration.
- Abstain from alcohol, illicit drugs, or illegal activities on Program premises.

3. Safety and Cleanliness

- Maintain personal living areas and shared spaces in a clean, orderly, and safe condition.
- Report any maintenance, safety, or health hazards immediately.

4. Communication and Accountability

- Promptly notify staff of changes in contact information, health, or emergency contacts.
- Report any incidents, injuries, or concerns to Program staff immediately.
- Actively engage in problem-solving and conflict resolution when issues arise.

5. Financial Accountability

- Pay all fees on time and maintain records of payment.
- Participate in financial planning and budgeting activities as recommended by the Case Manager.

5. Program Responsibilities

The Program agrees to:

1. Provide **safe, secure, and clean housing** that meets transitional housing standards.
2. Offer access to **supportive services**, including case management, referrals, and skill-building programs.
3. Maintain **confidentiality** of all resident records in accordance with applicable privacy laws.
4. Respond promptly to resident concerns, emergencies, or maintenance requests.
5. Provide **written explanations** of rules, policies, and procedures, including consequences for violations.

6. Month-to-Month Terms

1. Either the Resident or the Program may terminate residency with **30 days written notice**.
2. Residency automatically renews each month unless written notice of termination is provided.
3. Program may require **review of residency eligibility** periodically to ensure continued participation and progress toward goals.

7. Termination of Residency

Residency may be terminated **immediately** or with notice under the following circumstances:

- Violation of the **House Rules (Appendix A: Intake Packet)** or **Resident Rights and Responsibilities (Appendix A: Intake Packet)**
- Alcohol or illicit drug use on Program premises
- Threatening, violent, or disruptive behavior
- Nonpayment of fees or refusal to participate in required program activities
- Other serious violations as determined by Program staff

Upon termination, the Resident agrees to:

- Return any Program property
- Remove all personal belongings
- Leave the living space in clean and orderly condition

8. Legal and Liability Disclaimer

- This Agreement **does not create a landlord-tenant relationship**.
- The Program is not liable for loss or damage to personal property.
- Residents are responsible for their personal safety and must adhere to all safety guidelines.
- Residents understand that participation in program activities is voluntary, but active participation is required for continued residency.

9. Acknowledgment

I, the undersigned Resident, acknowledge that I have read, understood, and agree to all terms of this **Month-to-Month Residency Agreement**. I understand that my residency is **conditional upon compliance with program policies, active participation, and adherence to House Rules and Resident Rights and Responsibilities (Appendices A and B)**.

Resident Signature: _____ Date: _____

Program Staff / Case Manager Signature: _____ Date: _____