**Transition Phase (approx. 2 weeks)**

**Name:**   **Effective Date:**

Resident will have:

* Daily Pass – 30 minutes
  + If more time is needed, it must be requested and approved by the Director
  + If tardy upon return, residents will lose their daily pass for the next day
* Weekend Pass – 1 hour
  + Resident may earn weekend passes through completion of daily/weekly tasks.
  + Director must approve additional time to the weekend pass; it must be turned in by Thursday.
* Resident will attend orientation: case management, house rules, required documents, childcare and classes.
* Resident will work one-on-one with the Director to complete case management documents.
* After orientation is completed, residents will start 8 weeks of CALM classes pertaining to daily living skills, early childhood education, group counseling, parenting, positive relationships, single mom life, health and wellness, living and poverty, finance and employment.
* Resident will deposit all incoming money in their account and not spend any money over **$20** a week without the Director’s approval. Resident will pay on bills (car payments, insurance, loans, etc.) as required/necessary.
* All Electronics must be silenced and put away at the charging station each night by 10 pm.

**Successful completion of the Transition Phase earns residents $25 upon graduation**

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**In order to move into Phase 1:**

* Resident has completed assigned tasks from the Director.
* Resident has completed tasks assigned by CALM facilitators and make up any classes or homework missed.
* Resident has been truthful with CALM and the Finance Facilitators regarding all finances.
* Show initiative to succeed in CALM Program.
* House Manager Reviews have been overall positive.

**I understand during the Transition Phase, CALM reserves the right to excuse the resident at any time for not adhering to the above rules and expectations set by CALM. If the resident is dismissed, she will have 24 hours to remove herself, her child/children and all her belongings from the premises.**

**Resident Signature and Date:**

**Witness Signature and Date:**