

## RESIDENT AGREEMENT

### COMMUNITY LIFE

Each member of the community has inherent value, adding a unique enhancement to Collective Chicago (The Co. or The Collective) . This value is recognized and appreciated. Everything that we do in the community affects not only ourselves but also the rest of the house. For these reasons:

- All residents are expected to attend house meals and help cook about once a month. except in the event of an employment-related conflict or emergency. House meals are usually once a week. If you can't make it, let the house know beforehand.
- New applicants will attend a house meal and residents and staff will vote on their admittance.
- Each resident will be prepared for regular meetings with his life coach to discuss finances, personal goals, progress towards those goals, and/or community life. These are usually daily if unemployed, and once or twice a week if employed.
- Unemployed residents should be up and ready to meet with their life coach or begin independent productive time by 9:00am on weekdays.
- If unemployed, one hour of housework or yard work per day at the Collective residence is required instead of paying rent
- Each resident is expected to keep his bedroom clean and organized and perform a share of the cleaning on his floor. Staff will perform an end of month "team clean audit".
- Guests are welcome at the Collective as long as they do not hinder the growth and health of the house; however, overnight guests are permitted for a maximum of 2 nights a week. This is to foster a sense of security in the house, so that all residents have been vetted by the community.

### CODE OF CONDUCT

The following are not permitted at Collective Chicago:

- Discrimination towards other residents, staff, or guests based on age, race, ethnicity, national origin, religion, gender, sexual orientation, disability, criminal history, economic class or current income, including their ability to contribute towards paying rent. All are to be equally valued.
- Sexual, physical, verbal or emotional abuse or harassment towards residents, staff or visitors
- Possession of weapons or illegal substances
- Stealing or destruction of property
- Dishonesty
- Smoking inside the house. If smoking tobacco or marijuana outside, please be considerate. Do not smoke around children and do not throw cigarette butts on the ground.
- Any personal conflict between two residents threatens the health of the whole. In the event of personal conflict between residents, they should seek to reconcile with each other. If that fails, they should seek reconciliation through the mediation of another resident or coaches.

### UNEMPLOYMENT BANK

All residents are afforded 75 days of unemployment while at The Co., called the “Unemployment Bank.” Pending no other infractions; staying atop coaching meetings, communal agreements and goals.

No income, decrease in savings or minimal/ no progress toward agreed upon goals/ task. Missing markers such as applications sent, resume updating, coaching meetings, house dinners etc...

When residents move in they initially have 45 days to gain employment upon move-in. If no progress is made or is consistently missing markers such as Applications sent, Resume updating, coaching meetings etc. Residents will be given 15 days to move out.

These 75 unemployment days include the initial 45 days to gain employment. If a resident reaches 75 unemployed days it will result in the end of residency at the Co, prompting 7 days to move out. Unemployed days stop the day work begins, pending they maintain employment of 20 hrs/wk or more.

## **FINANCE & SELF-SUFFICIENCY**

In the interest of flourishing as a person, each resident is expected to pursue financial independence and obtain work in 45 days. If not employed, it's your full-time job to gain employment.

- If unemployed, a resident is expected to either:
  - Apply themselves to gain employment by using the many job readiness tools available and spend the majority of time applying to gain full time work, with the support of his life coach OR
  - Enroll in a job readiness program such as Cara Collective, Readi Chicago or Cred
- Whether unemployed, employed part-time, employed full-time or receiving government financial assistance (disability, unemployment, Social Security), any income will be divided up as follows:
  - \$400/month for rent starting 45 days after move in
    - Rent is due every 30 days starting after the initial 45 days of residence even if there are gaps in employment. Failure to pay at that point will result in a performance plan.
  - 1/2 of the remainder towards savings or debt payments
    - Savings money may not be spent for any reason while at the Collective without first consulting your advisor.
    - Savings is a requirement for all income (even in the first 45 days)
    - If the savings requirement is not met for 30 days, savings will be temporarily held by Collective Chicago.
  - The remaining 1/2 is available for personal spending
    - For example: if you earn \$2000 in a month, \$400 goes to rent, \$800 to savings or debt, and \$800 is for spending
- Each resident must create and follow a budget in collaboration with his financial advisor.
- The following expenses are covered by the Collective for all residents:
  - Grocery gift card of \$60/week
  - Mental health care
  - Gym membership
- The following expenses are covered by the the Collective at move in, but will be covered by the resident as he is able:

- Rent (capped at \$400), Public transit, Phone bills, Toiletries, Basic clothes and footwear needed for employment

## COACHING & COMMUNICATION

Coaching meetings are a litmus test for employability and organization. The more you are on top of your game, the more autonomy you naturally gain. Below is the amount of coaching meeting

Hrs of Work/Week	0-19	19-29	30-35	35+
# Coach Meetings/Week	4	3	2	1

All unemployed residents are expected to maintain office hours. Office hours begin at 9:30am at the Collective's office space and continue (with some flexibility) until 4pm. This is a dedicated time to hone employment skills and work on job related tasks such as: completing applications, resume work, mock interviews and any other task that would assist the resident in getting full time work.

Every commitment made within the Collective ecosystem whether with coaches, dinners, or other will require follow through. Inability to follow through, or not communicate on 3 consecutive meetings will be addressed with your Coach, and upon the 3rd documented infraction to follow through, it could prompt dismissal from residency within two weeks from the date, pending your communication poses no threat to yourself or others.

Failure to make meetings or correspond within 48 hours may prompt a safety protocol where digital code access will be temporarily suspended until communication with coaches can be reestablished and we can confirm your safety and subsequently that of the house is not compromised.

## PERFORMANCE PLANS

At Collective Chicago, when there is harm done, we seek to make it right and make a change. Any violations of this agreement negatively affect not only the individual, but also the Collective and can jeopardize its health and growth. For these reasons the Collective will be patient and accommodating of the growing process for each individual, but the Collective reserves the right to remove someone from residency for displaying a consistent pattern of violations without progress towards self-betterment.

- A violation of this contract can result in a performance plan. If 3 performance plans are not met, the resident may be dismissed from the Collective at the discretion of the staff.
- A resident who has been removed from the Collective may be eligible for readmission after 6 months at the discretion of the Collective.

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*Print Name*

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*Date*

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*Signature*