

The Launch Pad Rules and Guidelines

Creating a caring and trusting community is one of TLF's top priorities. A healthy, positive, respectful and support environment is only possible if our residents and staff do their part to protect and cultivate this community. Following are a general list of rules and guidelines established in order to help us do so.

Rules and Regulations

1. Rent is due by the 1st of each month. TLF will not give "rent reminders." Rent checks are to be turned into Unit F.
 - a) There is a three-day grace period provided by TLF.
 - b) If your rent check bounces a cashier check or money order will need to be given with the amount of rent plus the late fee. A check will not be accepted.
 - c) Rent is negotiable depending on your living situation and ability to pay – do not let money stop you from being interviewed! We want to meet you.
2. All risk of loss, theft or damage to resident's personal belongings is solely that of the resident. TLF does not assume any liability for personal items.
 - a) Bikes and other modes of transportation should be stored properly in TLF's shed.
 - b) Sharing of clothes, loaning of money or borrowing of personal property is at the full risk of the resident. TLF does not suggest these practices as they can lead to campus conflict.
3. TLF supplies all necessary move-in needs (i.e. bed and bedding, dishes, linens, etc.)
 - a) TLF does not allow for personal furniture to be moved in. We will help you find storage or save for furniture for when you launch from the program.
 - b) Furniture in your unit upon move in must stay in the apartment as you move in.
 - c) Wall decorations must be cleared by TLF staff.
4. Curfew at the Launch Pad is 10:00PM – 6:00AM and residents are expected to be on campus during these hours.
5. Overnight stays at friends or relatives are not aloud for the first 3-4 months, therein after;
 - a) Depending on resident responsibility levels overnights may be aloud. This is case by case per resident.
 - b) If you are approved to have overnight stays they must be approved 72 hours in advance; Monday – Friday from 9:00a.m. to 5:00p.m.
6. All guests must leave your home by 11:00PM and no guests are allowed to stay over night.
7. Visitors are only allowed in common areas (the living room, kitchen, hanger and backyard), no exceptions.
 - a) If at any time TLF feels a guest is a danger to the campus or the community TLF staff can and will prohibit the guest from being on campus.
8. Residents are not permitted to smoke, in any way, on or within 200 feet of The Launch Pad campus.
9. When residents leave their home, they are responsible to make sure space heaters, ceiling fans, lights, televisions and radios are turned off. Please also lock windows and doors.
10. No one is allowed in a unit unless that resident is home with the exception of TLF staff. TLF staff reserves the right to enter a unit at anytime.
11. No one is allowed to share the keypad code to there home with others, resident or non-resident.
12. Be considerate of your neighbors at all times.
 - a) The volume of television, music and your voices, whether you are in your unit or in a common area, needs to be reasonable at all times, especially between 10:00pm and 9:00am.
13. Residents are responsible for keeping their homes clean and orderly at all times.
 - a) Your room must be kept neat: bed made, clothes put away, bathroom organized, kitchen cleaned, etc.



14. The kitchen area must be kept clean. Wash your dishes immediately and take the trash out regularly in order to prevent insect problems.
 - a) Do not eat outside of the kitchen area. This will prevent spills and stains that attract insects and creatures. Animals and insects frequent the area and they are bold and will enter a unit while you are inside.
 - b) Cooking oils, grease and bleach do not go down the drain; these can erode and clog the pipes.
15. Residents are each given a day for laundry according to your unit rotation.
 - a) You are responsible for your own laundry detergent.
 - b) All bedding (sheets and comforter) must be washed 2 times a month.
16. Any situation that requires police involvement must be discussed with TLF staff before the police are called unless it is an emergency in which case please call 911 immediately and then contact TLF staff or on-site coordinators.
17. Medical conditions and/or injuries must be brought to the attention of TLF staff or on-site coordinators.
18. All residents must participate in shared campus chores (i.e. watering the plants, cleaning The Hanger, etc.). The schedule will be discussed with the TLF staff prior to move in.

Automatic Dismal

The following are NOT ALLOWED at The Launch Pad for any reason and may be grounds for IMMEDIATE DISMAL and MOVE OUT.

- Possession of or being under the influence of alcohol and/or drugs.
- Sexual activity of any kind.
- Stealing from TLF or other people on the campus.
- ANY criminal activity at all.
- Non-approved medications or smoking inside the units.
- Weapons, explosives, fireworks, verbal or physical threats or acts of violence.
- Pets of any kind.
- Property destruction or altering the physical construction of the premises, including interior walls. This includes things like removing smoke detectors from the wall.
- Lies or misrepresentations on your intake paperwork.

This is not a complete list of all the possible rules and/or violations that may happen so to ensure a healthy, happy and drug/alcohol free environment please do your part to use common sense when making decisions that may affect your or other's continued stay.