

# COMMUNITY CARE FELLOWSHIP

## Serving Nashville's Homeless Since 1984

Community Care Fellowship (also known on the street as Ken & Carol's Place) has as its primary focus services for the homeless and near homeless. Each guest is expected to be reasonably sober and in control. Violence or aggression will not be tolerated. Guests are expected to follow the procedures and policies for receiving services. These procedures and policies can be discussed on the guest's first visit. No alcohol or other controlled substances are permitted on the premises. Anyone caught in possession of, or consuming alcohol or other drugs will be denied entrance or services for at least two weeks. (See the [General Rules and Denial of Service](#) section)

We are located in East Nashville at 511 South 8<sup>th</sup> Street, one half block off of Shelby Ave.

### SCHEDULE OF SERVICES

Monday , Tuesday, Thursday & Friday

Open 9:00 AM to 3:00 PM

Wednesday 9:00 AM to 2:00 PM

Early sign-in begins at 8:30 AM but doors do not open until 9:00 AM

### MEALS

Breakfast Snacks are served Monday through Friday

9:00 AM – 9:30 AM

Lunch served Tuesday, Thursday & Friday

11:30 AM – 12:30 PM

Box Lunch served Sunday 12:30 PM – 1:00 PM

(Lunch at Loaves & Fishes, Holy Name Catholic Church

Monday, Wednesday, Saturday, 11:30 AM – 12:30 PM)

### LAUNDRY

Daily load limit 30 (no sign-up after 11:00 AM)

Each person is allowed one (1) ten (10) pound load per week

Washer capacity 12 – 10 lb bags per washing

Each person is given a bag into which their laundry is placed, combined with eleven other bags for washing and drying for that cycle.

Washing of shoes not allowed.

No laundry services offered on Sunday

### MAIL PRIVILEGES

Guests may request that their mail be sent to our Post Office box address.

Application to receive mail must be completed with signed agreement.

Mail not claimed after 30 days subject to return to Post Office

Photo ID required for those receiving checks.

Guests must claim mail during business hours only

### SHOWERS

Five showers available including 1 wheelchair accessible shower.

Request shower at time of sign-in, names called in order of sign-in

Shower calls begin following breakfast.

Shower time limited to 10 minutes and

person taking shower is expected to leave shower clean

Showers close at 2:00 pm

No showers offered on Sunday

### **HYGIENE ITEMS**

A wide range of hygiene items are available.  
Children's diapers are available but limited to 7 per month  
Sanitary napkins are available but limited to 7 per month  
Social Security # and photo identification required for both

### **CLOTHING**

A limited number of clothing items available due to our storage capacity.  
Tee shirts, socks and underwear are available when our supply is adequate  
Only one t-shirt, one pair of socks, and one underwear allowed to a guest every 2 weeks when supplies are adequate  
Photo ID required clothing items – no exceptions

### **NON-DISCRIMINATION POLICY**

Community Care Fellowship is an agency of the United Methodist Church and as such is guided by the BOOK OF DISCIPLINE (Book of Church Law) which prohibits any form of racial, gender, or religious discrimination. It also prohibits discrimination based on physical or mental disabilities. Community Care Fellowship believes in and adheres to these principles both in our staffing and in our services to others.

### **GENERAL RULES AND DENIAL OF SERVICES POLICY**

Community Care Fellowship reserves the right to deny services to an individual when that individual exhibits behavior that is disruptive to the normal operation of the ministry. On those occasions when a guest has engaged in behavior which violates the conditions stated below a member of the staff may request that the guest immediately cease such behavior. If such behavior continues, the staff member has the authority to deny further services to that guest for a period up to thirty days. In the event that the guest refuses to abide by the action of the staff member and refuses to leave the premises the staff member may exercise whatever means necessary to have the guest removed. Such action could result in a permanent denial of services. The following statement describes the general rules of conduct of the ministry.

### **BASIC CONCEPT OF OPERATIONS**

1. Community Care Fellowship is a place of quiet acceptance for all persons. Order and discipline are essential elements of peace and tranquility. Therefore, all persons who come here, staff and guests alike, are expected to have themselves under reasonable control, free of hostilities and belligerence. Sobriety is crucial to such an environment. But because this is a place of acceptance, we should be as understanding as possible of the agitating circumstances under which poor and homeless persons live, and as tolerant as possible of the bizarre behaviors that sometimes result.
2. Community Care Fellowship is also a place of forgiveness. While a guest's behavior may become so intolerable on occasion as to require the withdrawal of services for a period of time (barring), there is a readiness to forgive and reinstate the person who regains self-control. Reconciliation is a necessary part of the healing process.
3. Community Care Fellowship practices tolerance toward persons of other faiths. All services are available to all persons in need, without regard to religious affiliation or the lack thereof. Likewise, services are available without the imposition of any religious test or requirement; and specifically, without the necessity of submitting to sermonizing or evangelization.
4. Community Care Fellowship respects the dignity of all persons, recognizing all persons as children of God; thereby endeavoring to create a sense of community among those who gather here.

#### **GENERAL RULES OF ELIGIBILITY FOR SERVICE.**

1. Be reasonably sober and under control.
2. Be peaceable, neither hostile nor belligerent.
3. Be respectful of place and persons; guests and staff.
4. Have a need for services within the description and definition of this ministry.

#### **RIGHTS OF REVIEW**

A guest who has been denied services based on unacceptable behavior has the right to request that the action be reviewed. The following steps are to be followed in such a review.

After a twenty-four hour period has passed the guest may request a meeting with the Assistant Director of Community Care Fellowship to discuss the incident to determine if the action was appropriate and fair.

If the guest is not satisfied with the results of the meeting with the Assistant Director, he/she may request a meeting with the Executive Director of Community Care Fellowship. At that meeting the guest may be accompanied by one or two persons chosen by the guest to represent the guest interest. Following the review the Executive Director of Community Care Fellowship will make the final determination of the appeal.