

CONQUESTHOUSE, INC. dba
CONQUEST REINTEGRATION MINISTRIES

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United Way/CFC #5472

TO THE INMATE OR EX-PRISONER SEEKING OR INQUIRING ABOUT OUR SERVICES

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Thank you for your interest in services through our Reintegration of Ex-prisoners Project. This paper will attempt to answer some of your questions and give you some more information about us. We are a non-profit Christian organization extending God's love and mercy to reentrants. We work to help reentrants receive the support they need to reintegrate successfully into society. Our ministry operates out of the Biblical mandate found in Matthew 25, and our belief that all people, even those that have committed crimes, are eligible for God's grace and mercy.

Our program is quite structured and designed so that only those who are *serious* about changing their lifestyle can benefit from it. If you have a question that is not answered in this paper, please feel free to write us, and we will attempt to answer any questions you may have. Also, nothing written below should be interpreted as a contract, a policy, or other binding document. **AT THIS TIME, OUR PROGRAM WORKS ONLY WITH DC PRISONERS OR EX-PRISONERS WHO WILL BE/ARE LIVING IN THE DISTRICT OF COLUMBIA AFTER RELEASE.**

Our ministry works with the reentrant to determine what unmet needs exist that will keep the reentrant from excelling on the outside. These needs include, but are not limited to, shelter, food, education, clothing, health care, a church home, mentoring, and job search assistance. We will then discuss these needs with the reentrant, and proceed to help the reentrant meet all necessary needs.

We require that you be serious about succeeding on the outside and staying free of crime and imprisonment. If you are not serious, then this is not the program for you. The program is structured in such a way that only those who are serious and willing to do whatever it takes to succeed will complete it. It is not a welfare program, or a way to get free assistance. You will have to work diligently with us in order to achieve success. This way, you have a stake in your own success, rather than someone else doing it all for you.

Our agency helps in several areas, depending upon resources. These are:

- ◆ Supplying mentors for ex-prisoners
- ◆ Transitional housing
- ◆ Providing assistance with resume preparation
- ◆ Providing transportation funding for job interviews and job searches.
- ◆ Providing job counseling.
- ◆ Providing Biblical counseling.
- ◆ Providing clothing for job interviews.

- ◆ Providing emergency food.
- ◆ Helping you to find appropriate housing.
- ◆ Help and counseling with family issues
- ◆ Providing case management by locating and securing resources in the community to meet any other needs.
- ◆ Finding you a church home.

How do I apply?

Read the attached pre-application information sheet, then complete the attached application form and mail or fax it to us, along with all requested supporting materials. Once we received this information, we will contact you either with a decision or with a request for more information.

What will keep me from being accepted?

You may not be accepted in the following instances:

- 1) Our agency cannot handle any more clients.
- 2) You did not submit to us complete information.
- 3) Failure to follow-through on instructions and/or your reentry plan.
- 4) The application indicates you may not be a good fit for the program.

Will information I give you in this process remain confidential?

The information you provide to us, or any information we obtain on our own, will remain confidential. There are exceptions to this in the following situations:

- 1) If we are subpoenaed in an ongoing civil or criminal investigation.
- 2) If it is necessary to reveal this information in the interest of public safety. In this instance, CORM will consult with its attorney and with local law enforcement agencies to determine how, when and to whom this information should be revealed. This step will not be taken unless CORM, in its investigation, finds information for which a breach of confidentiality is necessary in order to maintain public safety.
- 3) If you give us permission to reveal this information, for instance, if a potential employer needs the information in the course of a background check.

What are some of the most common questions or requests that are asked of your ministry?

- 1) Please write a letter to the paroling authorities on my behalf. We will not write letters recommending you for parole or any other action unless we have been working with you for a while and feel that we know you well enough to write such a letter.
- 2) I need an address to give to the parole authorities as part of my parole plan. CORM currently has a transitional house, but you are eligible to apply only once you are within 30 days of your parole date or release date, or you are already on the streets. Therefore, we cannot “give” you an address unless you have applied and been accepted to our facility.
- 3) How do I apply for your transitional housing? Complete the application form attached.
- 4) I need a job when I am released. CORM will work with you to assist you in finding employment. Our Workforce Development program requires that you attend our job search seminar, held on a regular basis.

- 5) All I want is a social security card and a birth certificate. Do I really have to go through all the stages of your program? Why do I need to do that? CORM's programs are designed to work with people on a comprehensive basis. It is our desire to contribute to each client something solid and lasting that will endure many years beyond their initial contact with us. We have discovered that criminal behavior is not just a matter of not having a social security card or birth certificate. Many things contribute to an offender's inclination to commit crimes and go back to prison. A comprehensive approach allows us to help the ex-prisoner in several areas. If you desire just a birth certificate and social security card (or other singular items), we can send you the information you need to know to obtain these items. Those who work with us on a comprehensive basis have the additional advantage of having our agency's experience and backup in case of problems. In addition, if there is a cost for these items, CORM will pay the cost, provided that you are not working.
- 6) I have a legal problem and need a lawyer. CORM does not supply lawyers or pay for or provide legal services, nor do we give legal advice. We can, however, attempt to locate a lawyer for you if your legal problem hinders your ability to successfully reintegrate.
- 7) When I am released, I will need some "walking-around" money. CORM does not normally provide cash grants. We may be willing to help pay for or seek payment for rent, food, clothing, and other necessary expenses if you are a faithful participant in our program.
- 8) My family is in need of assistance. Can you help them? CORM will attempt to provide assistance to your children or spouse. We may help other relatives depending on our time and resources.
- 9) I need your help getting released from prison. CORM assists men and women who are coming out of prison or jail. We do not *help* people get out.
- 10) You are a Christian program. I am not a Christian. Can I still participate in your program? Yes, to an extent. CORM is a Christian program and recruits mostly Christian volunteers and churches to assist with its mission. However, some non-Christians choose not to participate in Bible studies, Biblical counseling and other spiritual aspects of our ministry, and we do not require them to unless they are residents of our transitional housing.
- 11) If I am not a Christian, will I be denied? No. CORM does not deny applicants for the Reintegration of Ex-prisoners Project based on religion, race, color, age, socio-economic status, nationality, sex or sexual orientation.
- 12) Do you accept violent offenders, pedophiles, or sex offenders into your program? Yes. However, these classes of offenders will be required to submit to regular professional counseling in addition to, or instead of, mentoring. CORM does not provide such counseling directly, but you will be referred to those in your area that do.
- 13) Do you accept reentrants from other states? CORM may accept an ex-prisoner incarcerated or formerly incarcerated in an out-of-state facility if he is approved to reside in Washington, DC after release.
- 14) I am in need of drug treatment. Does your organization provide drug treatment, either in-patient or outpatient? No. Our organization does not provide clinical drug treatment, although we will work with our clients to connect them with drug treatment and/or substance abuse intervention.
- 15) What if I do not obey the rules of your program or will not follow-through on something that I should have done. Will I be kicked out of the program? It depends on the violation. For instance, if you use drugs while enrolled in the program, and you refuse to seek drug

treatment, your file will be closed. Also, one of the rules of the program is that you notify us whenever your address changes or whenever you move to another facility, as soon as possible after the move. Failure to do that will affect our ability to correspond with you, which may result in your file being closed.

- 16) I need someone from your ministry to visit me. Is this possible? Maybe. If you are incarcerated outside of the Washington Metropolitan area, you may not receive a visit unless you are assigned a mentor who is willing to make the trip to visit you. CORM currently does not have the resources to send representatives out to prisons to visit. If you are incarcerated within the Washington area, an initial visit may be arranged.
- 17) What do you do for women offenders? CORM provides the same services for women as we do for men (with the exception of our transitional housing facility, which is strictly for men. We are looking for opportunities to open a facility for women). Female mentors are assigned to women, and we will work with women on issues that are pertinent to them, such as receiving TANF or working with them and their children.
- 18) I am not in a prison, jail or halfway house, and I am an ex-prisoner. What can you help me with? If you are not in prison and are an ex-prisoner, our first order of business with you is to help you find a job (if you are not employed) and to help you find a place to live if you are homeless. You will be required to attend a job search seminar and attend weekly support groups.

How do I contact you?

We do not take collect calls. If you are unable to call us without calling collect, communication with us should be done primarily by mail. Send all correspondence to: CORM, P.O. Box 41493, Washington, DC 20018-0893.

PRE-APPLICATION DATA SHEET

NOTE: READ THIS CAREFULLY BEFORE YOU PROCEED WITH COMPLETING THE APPLICATION. THE APPLICATION IS EXTENSIVE AND MAY TAKE SOME TIME TO COMPLETE. WE WANT TO MAKE SURE THAT BEFORE YOU COMPLETE THE APPLICATION AND RETURN IT TO US, THAT YOU HAVE A GOOD CHANCE OF BEING ACCEPTED.

ARE YOU ELIGIBLE TO APPLY?

Applicants must be:

- Eighteen years of age or older
- Currently or formerly incarcerated
- If incarcerated, within six months of a release date.
- Have no major mental illnesses
- Ready, willing and able to work, unless certified as disabled
- Incarcerated under D.C. Code and are returning to D.C. upon release

YOU WILL NEED TO GATHER THE FOLLOWING DOCUMENTS AND SEND THEM WITH YOUR APPLICATION

- The latest Notice of Action from the US Parole Commission (Note: All applicants who have had a prior parole hearing and have received a NOA will be required to submit this documentation.)
- A copy of the latest institutional progress report from the facility (this may have to be sent by the facility under separate cover)
- A copy of your social security card, if you are in possession of it
- A copy of your birth certificate, if you are in possession of it

THE FOLLOWING MATERIALS ARE NOT NECESSARY, BUT MAY HELP IN GRANTING YOU A POSITIVE DECISION

- A typed letter of recommendation from your chaplain, warden, case manager, pastor, parole officer, prison ministry leader, or some other person who knows you well and who operates in a professional capacity (letters from relatives are not accepted). The letter should state how long the official has known you and why he/she thinks you are a good candidate for success in the program.
- Copies of any certificates, diplomas or other achievements indicating completion of training or other educational or developmental courses.