ASHLEY HOUSE, INC.

STATEMENT OF EXISTING AND INTENDED USE

I. Introduction

The principals of Ashley House have a wealth of experience in operating adult rehabilitation/substance abuse homes. Since 1982 they have been operating the Hope Village complex in the Garfield Heights neighborhood of Southeast Washington, D.C. with the primary mission to rehabilitate, re-orient, and integrate its residents back into society to lead more disciplined and responsible lifestyles.

In fact, Hope Village has become one of the model "half-way" houses in the city, and its programs are used as models for other programs throughout the United States and in foreign countries. Always striving to enhance its mission and to improve the quality of services, in the past eight (8) years Hope Village has twice successfully completed the rigorous accreditation requirements from the American Correctional Association (ACA), which developed national standards for community correctional facilities.

The principals and administrators of Ashley House, Inc. intend to replicate the success achieved with Hope Village.

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II. Existing Use

The building currently houses a medical office and travel agency and is in a C-1 district.

III. Intended Use

Ashley House intends to provide adult transition, employability training and substance abuse services to pretrial arrestees and persons who have 120 days or less remaining in confinement.

BZA
Case No. 16609
Exhibit No. 8

Board of Zoning Adjustment
District of Columbia
CASE NO.16609
EXHIBIT NO.8

Ashley House does not plan to house sex offenders, child molesters, or arsonists. Services will be provided under two separate contracts with the D.C. Department of Corrections and the U.S. Bureau of Prisons.

The habilitation and transitional programs at the premises will be structured to emphasize strict accountability, personal responsibility and employment goals. The programs will provide appropriate counseling for drug and alcohol abuse, family relationships, work habits, personal financial management, and the constructive use of leisure time.

Within the first ten (10) working days of the resident's arrival at the facility, the Case Manager will review with the resident his/her goals and needs in order to establish a personalized program plan. Specific objectives will be set to achieve these goals. These objectives will be divided into measurable increments and describe the portion of goal attainment expected in the resident's progress. Progress on the personalized plans will be reviewed every two weeks to determine residents' progress or lack thereof.

Ashley House will require that all residents be gainfully employed and able to support themselves legitimately in the community. The staff will work with residents to establish employment goals, then a Vocational Counselor will guide the resident in his/her employment search. Once a resident has secured employment and his/her job has been approved by staff, the resident must receive approval before making any changes in employment.

Pursuant to policy of the Bureau of Prisons, Ashley House will be required to collect twenty-five percent (25%) of employed residents weekly gross income ("subsistence") to promote financial responsibility, as well as contribute towards the cost of their housing. Unemployed residents who

have other means of financial support will also contribute approximately 25% of their weekly income or an amount determined appropriately by Ashley House. If a resident fails to pay the required subsistence and the Bureau of Prisons has not waived payment, disciplinary action will be initiated. Residents will also be encouraged to open a savings account and make regular deposits to the account.

During the orientation process, individuals with substance abuse concerns will be identified for treatment. Designated residents will be provided approximately one (1) hour of group and/or individual counseling, and will be encouraged to participate in NA and AA meetings in the community. Ashley House staff will collect urine samples from residents and utilize PharmChem Laboratory, approved by Bureau of Prisons, as its drug testing agency. Ashley House will test all residents with a condition of Drug Aftercare, known history of drug abuse, or suspected of any illegal drug usage, at a minimum of four (4) times a month. Testing will be conducted on individuals with alcohol aftercare at least four (4) times per month, and for all others at least one test for every ten (1) residents per week.

IV. **The Site**

The Ashley House site is located in Ward 7 in Northeast. The site consists of four floors and a basement. While a portion of the facility is currently being used for a travel agency and a medical office, the current configuration will not require major renovation to conform to apartment units to house detainees. The facility is currently in a C-1 district, which permits a maximum of 15 persons in an adult rehabilitation home or substance abusers home. *See 11 DCMR 711.1 (d)*. Ashley House

proposes to use the facility to house up to 60 persons.

We anticipate that there will be minimal vehicular traffic generated by operation of this adult rehabilitation and substance abuse home. Because of our practice of employment recruitment in the community, the nine rotating staff we plan to hire will in all likelihood use public transportation. Driving privileges will be severely restricted for persons who reside at Ashley House. Thus, residents will also rely on public transportation for work and other approved activities.

V. **Security**

The security and well-being of the surrounding community is of paramount importance to Ashley House. In that regard, Ashley House will implement very rigid security guidelines that will immediately correct any difficult situations that may arise at the facility.

Charge-of-quarters c fficers will monitor the safety and security of the facilities 24 hours a day. They will be required to know the whereabouts of the residents at all times and check the grounds for safety. If circumstances warrant, Ashley House may also utilize highly trained security officers to patrol the grounds and building; pat searching of residents; conducting random shakedowns of residents; and searching the grounds for weapons and contraband. The officers will communicate with one another by walkie-talkies; cooperate with the police department; and scrupulously document and investigate any security violations.

For security reasons, searches of residents' rooms will be randomly conducted, at a minimum, twice per month to control contraband or locate lost or stolen property. Specific searches will be

conducted when staff suspect the presence of contraband. Pat searches will be made on all residents returning from outside the facility. Strip searches will be made by persons of the same gender and conducted when staff believes that a resident is attempting to introduce contraband into the facility. All strip searches must be conducted under the approval of the center director, and at least two (2) staff persons must be present during the search. All residents will be prohibited from having or using beepers/pagers, and/or cellular/mobile telephones.

Resident movements into and out of the facility will be monitored closely. Ashley House intends to use an internal security system (with television monitors) to monitor residents' movement into and out of the facility, in addition to maintaining a Sign-In/Sign-Out sheet for each resident. Residents will be permitted to leave the facility for programmed activities, such as work, recreation, family visitation and religious services. Other than for employment purposes all residents will be required to return to the facility by 9:00 p.m. each night.

VI. **Community Liaison**

We plan to work cooperatively with the community, seeking input from a cross-section of people who have different backgrounds and experiences, including neighborhood residents, Advisory Neighborhood Commissioners, the D.C. Department of Corrections and the Metropolitan Police Department.

We believe that maintaining open lines of communications between Ashley House and residents in the community will ensure community involvement with facility programs; boost feelings of safety, cleanliness, and security; and assist residents in their preparations to re-enter the

community upon successful completion of the program.

VII. **Staffing**

The Ashley House facility will operate seven days a week, 24 hours a day. The facility will employ, on three rotating shifts, full and part-time employees, which include a program administrator, case managers, vocational counselors, substance abuse counselors, and maintenance and support staff. Vocational counselors will assist residents with job readiness and search, verify the job attendance of employed residents, and perform on-site job visits. Substance abuse counselors will perform alcohol and/or drug counseling.