

Letter of Understanding for Temporary Hospitality

To:

From: Rev. Dr. Beth Brown, Pastor of Lincoln Park Presbyterian Church

Date: June, 2023

Greetings in the name of Christ Jesus, who taught us to welcome the migrant, feed the hungry, visit the prisoner, and care for all vulnerable people. As an Immigrant Welcoming and Sanctuary Congregation, we have made a commitment to speak out for the rights of migrants, to advocate and provide support for those seeking asylum and also to show our solidarity with concrete acts of welcome.

Therefore we are honored to have the opportunity to welcome you into our church building on a temporary basis, beginning October ___, 2023, for up to one year with renewals possible. We are able to offer this space in solidarity with you as part of our ongoing mission to be a place of hospitality. We understand that by supporting you with an invitation to stay here for a time, we are showing that you have broader community support for your asylum case. The space has been used by others in the past and will be used by others in the future. To enable us to continue this ministry, you agree to join us in keeping the space in good shape. Therefore, we ask you to accept the following:

- Pastor Beth is the emergency contact from Lincoln Park Presbyterian. _____, _____, _____, are the emergency contacts for the volunteer taskforce. Please also feel free to contact _____ from the Faith Community Initiative (FCI) if you need anything.
- We all understand that we are providing hospitality and support during the waiting period for temporary work authorization. Once work authorization has been granted and you/your family are able to be self-sufficient, we will support your family in transitioning to your own living situation.
- For Your Child's/Children's safety, it is important that they not be allowed to go anywhere in the building without a parent or another trusted adult with them.
- No weapons of any kind are allowed in the building. We will also not tolerate violence of any kind. If you bring violence into our building, we will need to have a serious discussion about discontinuing our support.
- Please respect the space by keeping it clean and quiet (while others are in the building).
 - Dishes must be washed thoroughly immediately after use.
 - Crumbs must be swept up/vacuumed every day.
 - Packages of food may not be left open.
 - No smoking or drinking (or storing alcohol) or doing drugs is allowed at any time in the building.
 - Clothes and personal items must be kept as orderly as possible.

- We want this to be your home while you are here and that means using the same space as is used by the church. All we ask is that you put things back in order (chairs, tables, dishes, etc) after you have used them.
- We have completed a renovation and will have brand new bathrooms and kitchen. We ask that you always use the bathroom with the shower and we are making the shower available to you. We will have a small storage container in that bathroom for you to store your bathroom items and we will clearly mark it as yours and not to be disturbed.
- The pastor and LPPC staff will have access to your rooms and we will inform you if we need to go in for any reason or will knock if we need to speak with you. You have a right to your own private space, so simply let us know if we should not enter at that time.
- You have joined us in a shared ministry. We want to know if you have any problems with the space. You know we also make this space available out of our desire to be a part of your support network. Thus, it is necessary that you keep us informed about your personal situation in an open and honest way as you work towards self sufficiency. Please keep us informed of your needs, but also how you are progressing towards self sufficiency such as your jobs and resources that will help you get to that point. We don't intend to pry into your personal business, however, to be in solidarity with you, there is certain information we do need to know. If you are unable to be open and honest with us, let us know. Arrangements will be made for you to find a different location.

We want you to be comfortable, safe and happy in our church home. If you have any questions or problems, please let us know right away.

We all understand that this arrangement is being entered into by the _____ family and LPPC.

LPPC members and staff agree not to give any monetary donations directly to the family. The Church is available to act as fiscal agent for any donations offered (memo line: Asylum support) so that records can be kept and a budget can be followed.

We give thanks for the opportunity to work toward the realm of God in this small but important way. The signatures below indicate agreement with this Letter of Understanding and the terms.

In Christ,

Rev. Dr. Beth Brown