



Coming Together to Get Ahead

A Society of St. Vincent de Paul Mentoring Program

CTGA Investigator Agreement

I, _____ will participate in the CTGA *Getting Ahead in a Just Getting' By World* workshop. The program's goal is to help me to live a more self-directed and financially self-sustaining life.

I understand it is important that I will ...

- Attend and positively contribute to all workshop sessions.
- Will call or text CTGA facilitators prior to the session if I cannot attend or if I will be late. If an emergency requires me to miss a session, I will meet with facilitators to work out a plan to make up the material missed. Three or more absences are a critical concern and if a sufficient make-up plan cannot be agreed with the facilitators then I understand that I cannot continue in the program. Should I wish to join a future class, I will be given priority to join.
- Be on time for class to start at **5:00** pm. The 'family table' is an important part of the workshop, and I respect the time of my fellow investigators and the meal team members who prepare the meal.
- Be ready for group activities to begin at **6:00 pm, and stay until the end at 8:15 pm**. We learn together, and I respect the time of my fellow investigators and the facilitators
- Will not use my phone to take calls or answer text messages during class sessions, except during designated breaks.
- To the best of my ability, complete workshop assignments as given.
- Will make time for weekly contact with my mentor.
- Respect and follow all CTGA Program Policies - See Attached CTGA Program Policies.
- Investigators needing child care are expected to make their own arrangements for child care (on-site child care is not possible). The program will provide support for this cost.
- Respect that only investigators are allowed to sit in and participate in workshop sessions.
- By the end of the workshop, create a Future Story and write S.M.A.R.T. goals and action steps to support that Future Story. My S.M.A.R.T. goals and action steps will help me to live a more

self-directed and financially self-sustaining life. I will be prepared to present my Future Story at graduation.

- I will follow the CTGA Code of Conduct

CTGA Code of Conduct

- Act with integrity at all times at any CTGA activity or event.
 - Demonstrate a sense of respect, loyalty, good faith and responsibility toward one another and CTGA. Sensitivity in hearing and commenting on life issues is a part of respect toward one another. When discussing differences of opinion, keep the conversation respectful.
 - Show respect to all present. Unwelcome physical or verbal contact is inappropriate and cannot be accepted; more on this to be found in the CTGA Sexual Harassment Policy.
 - What is discussed in the group is confidential. Discussing people or their personal issues outside of the group is inappropriate and cannot be accepted; more on this to be found in the CTGA Confidentiality Policy.
 - CTGA participants shall not be impaired by prescription or non-prescription medication, alcohol, illegal drugs or other substances while engaging in CTGA activities; CTGA participants will also not promote the use of illegal drugs or the discussion of such use or the misuse of alcohol, prescriptions medications or other substances; more to be found in CTGA Alcohol and Drug Policy.
 - CTGA participants will respect the CTGA policy prohibiting the use of illegal firearms, firecrackers, explosives, toxic or dangerous chemicals or other lethal weapons while engaging in CTGA activities; more to be found in the CTGA Weapons Policy.
 - CTGA participants will respect the CTGA Non-Discrimination Policy. Verbal and nonverbal communication will respect diversity and will not demean a person in regard to race, creed, color, gender, sexual orientation, criminal justice status, disability, marital status, veteran status, national origin, age or physical handicap.
- I understand and accept the CTGA Code of Conduct. Not abiding by the CTGA Code of Conduct may result in suspension or termination from the CTGA *Getting Ahead in a Just Getting' By World* workshop.
 - The CTGA program will provide me:
 - Program workbook and associated materials
 - A stipend for each session fully attended from start to finish. Stipends are either a \$20 Kroger gift card paid weekly, or a \$25 bank credit paid at the end of the 19-week program to a bank of my choice. Not attending a session or arriving late / leaving early will result in non-payment of that week's stipend.
 - If child care is needed, the CTGA program will pay my child care provider monthly, \$30 per session attended.
 - A community-provided meal before each week's session

- A mentor who support you in achieving the goals you set in the workshop

Date: _____

Signature: _____