

# ARISE:Life Facility Policies



## Guiding Principles & Rules

1. Vision: Facilities serve the vision of ARISE:Life, "To equip, empower, and release for the coming Harvest," & decisions on use will be directly evaluated according to the degree proposed use furthers that vision.
2. Values: Facility use should clearly be connected to the ARISE Personal & Community Values - for more information go to [ariselife.org/our-beliefs/](http://ariselife.org/our-beliefs/).
3. Inclusive: Facility use is for ARISE:Life Ministries with priority for existing ministries and then secondary for proposed ministries. All new ministries & events must be proposed online at [ariselife.org/onepager](http://ariselife.org/onepager).
4. Exclusive: At this time, facilities are not rented or allowed for non-ARISE:Life ministry events.
  - a. Exceptions:
    - i. Weddings: Only Weddings for couples that successfully complete the mandatory premarital counseling course with approval.
    - ii. Funerals: Only those officiated by ARISE:Life ministers.
  - b. Fees: When used for Outside Events (as defined in "Exceptions" above) the following fees apply.
    - i. Facility Use Fee - Schedule attached based upon space and time usage - paid to ARISE:Life
    - ii. Cleaning Fee - Schedule attached based upon space, type and time of usage) - paid to ARISE:Life
    - iii. Personnel Fees - Paid to the individual ARISE:Life approved persons as required and indicated by usage schedule
      1. Facility Management/Security
      2. Sound Engineer
      3. Ministerial Officiant
    - iv. Vendors - Any and all vendors (catering / decorating / musical / etc.) must come from the ARISE:Life pre-approved vendor list - and payment is paid to the vendors directly
5. Multi-Purpose: All Space is Multi-Purpose,
  - a. Setup/Tear Down/Clean up: After each event, that particular ministry stores all materials and equipment and cleans the space leaving as clean or cleaner than when they arrived. This includes wiping down children's toys, vacuuming, sweeping, moving all trash to dumpster, etc.)
  - b. Group Ownership: No one group or individual owns a given space exclusively.
  - c. Scheduling: Priority will be given to those ministries that have ongoing repeating events, otherwise availability is on a first-come basis.
  - d. Exceptions: Possible area exceptions being the Newborn & Toddler rooms due to the amount of equipment and the need for maintaining sanitary standards.
6. Stage: All Use of the Stage and its Equipment subject to Worship approval and oversight.
  - a. Technology: Only those with express permission and ARISE:Life training will use the sound, projector and computer equipment.
  - b. Off-Limits: Due to the complexity and expense of the equipment and setup, only those with permission are allowed on the stage.
7. Access: Building Access limited to top-level ministry Leaders.
  - a. Understood: No events happen in the facility without top-level ministry leaders present throughout.
  - b. Exclusion: Only those rooms being used for the event are to be opened and accessed during the event. (e.g. if the event is not using the Gathering Place, the doors remain closed throughout)

8. Childcare: All things pertaining to children follow the guidelines laid down by [Children Arise](#). If there is any discrepancy between this document and those guidelines, those of Children Arise always take precedence.
- a. No Exceptions: Every event with children present will provide childcare if there is not a specific children's program provided by Children Arise.
  - b. Standards: All childcare providers will...
    - i. Be pre-approved and trained by Children Arise
    - ii. Have completed and passed a Certified Background check administered by **ARISE:Life** (through [CastleBranch](#)) within the past two years.
  - c. Hours & Wages: No exceptions
    - i. Standard Wages
      - 1. Adult Supervisor - \$15/hour & youth or
      - 2. Adult Helper - \$12/hour)
    - ii. Standard Hours
      - 1. Hours determined by rounding up to the next half hour.
      - 2. Cancellations: (after arrival childcare provider's arrival)) pays a minimum of one hour at standard wages.
      - 3. Cleaning: Hours include a minimum 30 minutes setup prior to the beginning of the event and a minimum of 30 minutes clean up after the event (wiping down all toys, vacuuming, setting room up for next event, and all other Children Arise requirements).
  - d. Minimum Requirements: There must be no less than two approved childcare providers (with at least one adult) for each event. (More may be required as the number of children exceeds 8 per childcare provider)
  - e. Responsible for Payment: the Organizer
    - i. Included: All childcare for each event must be included in the cost of the event.
    - ii. Organizer: So the person organizing the event is responsible for making sure that the workers are paid out of the funds of the people attending.
    - iii. Example:
      - 1. Options - **possible ways of collecting funds for covering costs of childcare**
        - a. Admission can be charged
        - b. An offering can be taken up
        - c. An amount can be collected per child per time
        - d. Or some other means yet to be determined
      - 2. Regardless - at the end of the event the childcare providers must be paid the given rate out of those funds).