

Opening an Adult Community-Based Residential Correctional Facilities

Is there a need?

Most of the current community facilities are in the metro area. Whether these facilities are full or not varies. There is a small need in outstate Minnesota.

To sustain an adult community-based facility there will need to be multiple funding sources, such as county, state and maybe federal.

What types of residents are sent to a halfway house?

To be licensed as a correctional community-based facility, the majority of your residents need to be there as a condition of probation or supervised release.

You can take non-correctional residents also.

It is important to be aware that the majority of the clients you would get from the MN Department of Corrections are going to be violent offenders or sex offenders.

How do I apply to open an Adult Community-Based Residential Facility?

The first thing you need to do is to get approval from the city you want to open the facility in.

You also need to have staff 24/7 at the facility.

Checklist - Please note that this checklist may not list everything that is necessary to open a halfway house.

- 1) The facility has to have approval from the city it is located in. This may be a conditional use permit.
- 2) A current Health Inspection
- 3) A current Fire Inspection either completed by the State Fire Marshal or completed on the form provided by the State Fire Marshal
- 4) A floor plan of the facility
- 5) List of Board of Directors including names addresses and telephone numbers
- 6) Policy and procedures as required by 2920 Rules Governing Adult Halfway Houses
- 7) Resident handbook
- 8) Qualifications of staff
- 9) Dietitian Report
- 10) Insurance including workman's comp.

After getting approval from the city and reviewing the checklist you can contact the Minnesota Department of Corrections Inspection and Enforcement Unit at 952-484-4342 for more information.

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