

Morris County Collaborative Building Use Policy

Purpose

The purpose of this Building Use Policy is to ensure that all individuals, organizations, businesses, and groups using Morris County Collaborative facilities align with the organization's mission and core health pillars:

1. Financial Health
2. Physical Health
3. Mental Health
4. Social Health

This policy establishes standards, expectations, and evaluation criteria to determine whether a proposed activity, event, service, or partnership is appropriate for use of the building and consistent with the values of Morris County Collaborative.

Guiding Principles

Morris County Collaborative exists to create a safe, empowering, inclusive, and community-centered environment that promotes holistic wellness and sustainable growth for individuals and families.

Building use approvals will prioritize activities that:

- Strengthen the community
 - Promote wellness and personal development
 - Encourage collaboration and inclusion
 - Provide educational, cultural, or support opportunities
 - Create safe and positive experiences for participants
 - Align with one or more of the five health pillars
-

Eligibility for Building Use

The building may be used by:

- Nonprofit organizations
- Community groups
- Educational organizations
- Youth organizations
- Small businesses and entrepreneurs

- Wellness practitioners
- Government or civic organizations
- Faith-based organizations for non-discriminatory community activities
- Individuals hosting approved community-centered events

All applicants must complete the Building Use Application no later than 60 days before date in question and agree to comply with this policy.

Four Pillar Alignment Criteria

Applicants must demonstrate how their event, program, business, or activity supports at least one of the four pillars without negatively impacting any of the others.

1. Financial Health

Approved activities should contribute to financial empowerment, economic opportunity, or sustainability.

Examples include:

- Financial literacy workshops
 - Entrepreneurship training
 - Career development programs
 - Workforce readiness initiatives
 - Small business support services
 - Community resource fairs
 - Economic development activities
- Activities may be denied if they:
- Exploit vulnerable populations financially
 - Promote predatory financial practices
 - Encourage fraud, scams, or deceptive sales
 - Create unreasonable financial barriers to participation
-

2. Physical Health

Approved activities should encourage safety, wellness, movement, healthy living, or physical care.

Examples include:

- Fitness classes
- Sports training
- Nutrition education

- Health screenings
- Wellness workshops
- Preventive health services
- Recreational activities

Activities may be denied if they:

- Create unsafe physical conditions
 - Promote substance abuse or harmful behavior
 - Violate health or safety standards
 - Endanger participants or staff
-

3. Mental Health

Approved activities should support learning, cognitive growth, psychological wellness, stress reduction, or healthy decision-making.

Examples include:

- Educational seminars
 - Tutoring and mentoring programs
 - Counseling services
 - Mental wellness workshops
 - Life skills training
 - Support groups
 - Creative and intellectual development activities
- Activities may be denied if they:
- Promote harassment, intimidation, or harmful misinformation
 - Create psychologically unsafe environments
 - Encourage hate speech, discrimination, or harmful conduct
 - Undermine emotional or mental wellbeing
-

4. Social Health

Approved activities should encourage healthy relationships, community engagement, inclusion, collaboration, and civic responsibility.

Examples include:

- Community events
- Networking opportunities
- Volunteer initiatives
- Cultural programs
- Civic engagement activities

- Team-building events
 - Collaborative partnerships Activities may be denied if they:
 - Promote discrimination or exclusion
 - Encourage violence, hate, or illegal activity
 - Create unnecessary conflict within the community
 - Exclude participants based on protected characteristics
-

Prohibited Uses

The following activities are prohibited within Morris County Collaborative facilities:

- Illegal activity of any kind
- Activities involving violence or threats
- Discriminatory or hateful conduct
- Gambling activities unless specifically authorized by law
- Activities promoting substance abuse
- Pornographic or sexually explicit activities
- Events that create excessive risk to participants or property
- Activities that conflict with the mission or reputation of Morris County Collaborative
- Events that violate local, state, or federal laws

Morris County Collaborative reserves the right to deny any request that does not align with organizational values or community wellbeing.

Evaluation and Approval Process

All applications will be reviewed using the following criteria:

Evaluation Categories

Mission Alignment

- Does the activity align with one or more of the four pillars?
- Does the activity support community wellbeing?

Community Impact

- Will the activity positively impact participants or the broader community?
- Is the event inclusive and accessible?

Safety and Risk

- Does the activity maintain a safe environment?
- Are appropriate supervision and safeguards in place?

Reputation and Values

- Does the activity reflect positively on Morris County Collaborative?
- Is the organization or business operating ethically and professionally?

Facility Compatibility

- Is the requested use appropriate for the facility?
 - Will the activity respect the property and surrounding community?
-

Approval Determinations

Applications may be:

- Approved
 - Approved with Conditions
 - Denied
 - Referred for Additional Review Conditions may include:
 - Additional insurance requirements
 - Security personnel
 - Attendance limits
 - Restricted areas of use
 - Additional supervision
 - Cleanup deposits
 - Time limitations
-

Scoring Matrix (Optional)

Morris County Collaborative may use the following scoring system when evaluating applicants.

Category	Score Range
Alignment with Pillars	1–5
Community Benefit	1–5
Safety & Risk	1–5
Inclusivity & Accessibility	1–5
Organizational Reputation	1–5
Facility Compatibility	1–5

Suggested approval benchmark:

- 24–30 = Strong Approval
 - 18–23 = Conditional Approval
 - Below 18 = Denial or Further Review
-

User Responsibilities

All approved users must:

- Follow all facility rules and staff instructions
- Maintain a safe and respectful environment
- Leave the facility clean and undamaged
- Comply with all laws and regulations
- Respect scheduled time limits
- Ensure participants act appropriately
- Obtain all required licenses or permits
- Maintain any required insurance coverage

Users are financially responsible for damages caused during their use.

Insurance and Liability

Morris County Collaborative may require proof of liability insurance for certain events or activities.

Users agree to indemnify and hold harmless Morris County Collaborative, its staff, volunteers, and affiliates from liability arising from the use of the facility.

Non-Discrimination Statement

Morris County Collaborative welcomes individuals and organizations that support inclusive community engagement.

Building use decisions will not discriminate based on race, color, national origin, sex, disability, age, religion, or other protected characteristics.

However, Morris County Collaborative reserves the right to deny use to any individual or organization whose activities conflict with the organization's mission, safety standards, or community wellbeing goals.

Enforcement

Failure to comply with this policy may result in:

- Immediate termination of facility use
 - Loss of future reservation privileges
 - Financial responsibility for damages
 - Removal from the premises
 - Referral to law enforcement when applicable
-

Policy Review and Amendments

Morris County Collaborative reserves the right to update or amend this policy at any time to ensure continued alignment with organizational values, legal requirements, and community needs.