



## Kairos Prison Ministry International One-Time Variances for helping the facilities during COVID-19

As we know we must always follow the Financial Policies and Procedures (FPP) of Kairos. Due to Covid-19, we are making these variances below as per the statements. All funds must be raised, reported, and properly documented as per the FPP. A Kairos Inside or Kairos Torch Advisory Council, with guidance by the State Chapter and Department of Corrections/Department of Juvenile Justice, can do one or more of the items as described.

1. Kairos will allow a Kairos Inside or Kairos Torch Advisory Council to provide up to \$1500 one time per quarter for cleaning supplies to a prison we operate in as Kairos. If Kairos purchases the supplies the Correctional Facility must approve the products. If the facility purchases the products, it is required the funds are used for cleaning supplies and not for other purposes. The Advisory Council must fully raise the funds for this purpose to cover these costs. This is a Covid-19 variance in effect until the Advisory Council is allowed to return to the facility.

AND/OR

2. Kairos will allow a Kairos Inside or Kairos Torch Advisory Council to provide basic health care packages (toothbrush, toothpaste, lotion, soap, and similar products with no more than one 'treat' type item – cookies, candy, lifesaver or similar type items) for the persons in a correctional facility/youth facility we currently operate (Kairos graduates and/or non-Kairos participants). Each package cannot exceed \$15 cost per package. The Advisory Council must fully raise the funds for this purpose to cover this project. The Advisory Council must work with the institution to determine the number of bags needed, gain approval of every item in the bag, and how they will be delivered to the institution for distribution. This project may be undertaken only once per quarter by each Advisory Council, and the project must be completed before the Advisory Council returns to the facility to conduct Kairos activities. This is a Covid-19 variance. These health care packages may be a basic needs item such as socks for inmates.

AND/OR

3. If a Correctional Facility allows, approves, and delivers the cookies, Kairos Advisory Councils can provide homemade or purchased cookies for the facility up to once every month until we can go into the facility. Funds to cover these costs should be fully raised by the Advisory Council for this project. It is encouraged to keep churches, donors, and volunteers involved in this process. This is a Covid-19 variance. In addition, treats/basic food is allowed for Correctional Facility staff on location and/or inmates on a quarterly basis as long as funds raised for this purpose. This includes holiday meals/special food treats.

AND/OR

4. The Advisory Council may send in Agape; videos of well wishes, reunions, volunteers singing, and similar type support/encouragement messages; and videos as listed on [MyKairos.org/downloads](https://MyKairos.org/downloads) or like share within the facility if the facility allows. Other existing Kairos tools such as Prisoner to Prisoner and Kairos Bibles may be used also as allowed by the facility. All costs for these items must be raised to cover the costs.