



NATIONAL BAPTIST CONVENTION, USA, INC.

Prison Ministry and Criminal Justice Commission

January Mid-Winter Board
(National Mentoring Month)

2011

The National Baptist Convention Prison Ministry and Criminal Justice Commission exists in order to bring persons into meaningful and right relationship with God by belief and faith in the Lord Jesus Christ through preaching, teaching and healing. It is also to work collaboratively with NBC faith-based organizations and develop partnerships with other faith based, criminal justice, business and community organizations to engage in crime prevention, victim assistance, criminal justice, and prison ministry programs for the African-American Community in particular and others in general.

Prepared and Presented by: Dr. Anthony Kelley, Founder and Executive Secretary
Prison Ministry and Criminal Justice Commission,
National Baptist Convention, USA, Inc.

Dr. Grady Scott, Chairman
Prison Ministry and Criminal Justice Commission,
National Baptist Convention, USA, Inc.



Prison Ministry Progress Report

ACCOMPLISHMENTS: (October 1, 2010 – January 17, 2011)

- I. Engaged in a focus group discussion at the invitation of the Corporation for National and Community Service (CNCS) and National Alliance of Faith and Justice (NAFJ) on November 16, 2010 at the Grand Hyatt Hotel, Washington, D.C. along with Northeast PMCJC Commissioners (Mrs. Blondine Hughes, Dr. Michael Smith, and Rev. Daniel Brown). The purpose of the meeting was to begin dialogue from the faith community on how to restructure and /or redirect the National MLK Day of Service in such a way that it truly reflects *service* as presented in the message of Dr. King which seeks to make human life more human. The focus group had several other national teleconferences.
- II. Established the Prison Ministry and Criminal Justice Initiative for NBCUSA, INC State Conventions. The newly created Greater Louisiana Baptist Convention, Dr. Willie Maynard, President, was the first NBCUSA State Convention to adopt the NBCUSA, INC. National Prison Ministry Paradigm in its December 16, 2010 Planning Meeting held in Alexandria, LA. The PMCJC Executive Secretary was appointed Prison Ministry Advisor, Social Justice Director and member of the Board of Directors for the GLBC. PMCJC Commissioner Rev. D. Barron Mollaire of Norco, LA was appointed the Prison Ministry Director for the GLBC. ***(See attachment-1 for Application forms for NBCUSA State Conventions to receive technical support and assistance from the NBCPMCJC in establishing an effective Prison Ministry for their constituent member churches).***
- III. Organized a network of collaborating partners throughout East Baton Rouge Parish to conduct a MLK Day of Service on January 17, 2011 in the City of Baker, Louisiana as a Strategic Partner and in cooperation with the Corporation for National and Community Service (CNCS) and the National Alliance of Faith and Justice (NAFJ) both located in Washington, D.C. The purpose of the Baker, Louisiana MLK Day of Service is to host a commemorative event honoring the life and legacy of Rev. Dr. Martin Luther King, Jr. and launch service projects that seek to improve the quality of life for citizens of the City of Baker in particular and the Parish of East Baton Rouge in general. The Honorable Mayor, Harold M. Rideau served as the *Co-Convener* along with the PMCJC Executive Secretary who also chaired the Baker MLK Day of Service Planning Committee.

These special service projects and objectives include: an educational component about the history of Dr. King and the civil rights movement in East Baton Rouge Parish – particularly the Baton Rouge Bus Boycott through a panel of *“MLK Service Heroes”*, most of which were actual participants of the Boycott and to connect Dr. King’s message around service; recruit Baker School students to participate in a “boycott” of violence - January 15 – April 4, pledge to pursue academic excellence for the remainder of the school year, and engage in service learning activities in the City of Baker. Youth from the Louisiana Department of Public Safety and Corrections/Youth Services/Office of Juvenile Justice will also be engaged in service learning activities in the City of Baker; a MLK Youth Service Award Scholarship will be awarded to an outstanding youth who participates; recruitment of 100 adults to serve as Mentors for a one year commitment period during the month of January which is ***National Mentoring Month***. Mentors once

screened, trained and certified will be matched with students in Baker Schools and *Children of Promise* ages 6-18 (NAFJ/NBCUSA-PMCJC Project Village: MCP Program); and to select 12 *Ambassadors of Service* from among Leadership, Public Officials, and High Profile Celebrities in the State of Louisiana **(See attachment-4 for a Volunteer Mentor Application)**.

IV. Prepared and presented a PMCJC Capacity-building and Sustainability Resolution to the Convention President for Adoption by the Board of Directors and the Parent Body **(See attachment-3)**.

V. Coordinated the fourth NBCUSA Prison Crusade for prisoners at four Louisiana Department of Public Safety and Corrections facilities to include: Louisiana State Penitentiary (Angola); Dixon Correctional Institute (Jackson); Elayn Hunt Correctional Center (St. Gabriel); and Louisiana Correctional Institution for Women (St. Gabriel). Crusade dates are April 10 through the 16, 2011. **(See attachment-4 for LDPS&C Prison Volunteer Registration and Agreement Form; NBCUSAPMCJC Special Guest Travel Itinerary Form; and NBCUSAPMCJC Volunteer Application Form for persons who desire to participate)**.

VI. Continued the implementation of our NBCUSA, Inc. Project Village: Mentoring Children of Prisoners Program. In the 2009-2010 program years, the NBCUSA, Inc. Prison Ministry and Criminal Justice Commission began using mentoring as an evidenced-based practice and reduction strategy to mitigate risk factors for children of prisoners through its program called "PROJECT VILLAGE" which is under the direct administration of Reverend Anthony Kelley, PMCJC Executive Secretary. The goal of PROJECT VILLAGE is to match children of prisoners with caring adult mentors to develop a trusting relationship, and be change agents for children ages 4 to 18 to help them adjust from being separated from their parents, do well in school, and to prepare for the future. The mentor provides one-on-one mentoring services 4 hours per month for 12 months. **NBC PROJECT VILLAGE is aggressively seeking referrals of children with a parent in a state or federal prison and who reside in South Louisiana to provide mentoring services and parental counseling and training support services for their Caregiver.** This program is partially funded by a grant from the US Department of Health and Human Services-Administration of Families and Children-ACYF through the National Alliance of Faith and Justice, Washington, D.C. The PMCJC is a program affiliate of the NAFJ National PEN OR PENCIL Mentoring Network **(See attachment-4 for Volunteer Mentor and Mentee/Caregiver Applications)**.

VII. Dr. Michael Smith, PMCJC Commissioner and Training Coordinator, began the development of Prison Ministry Training Models for all PMCJC Training materials, programs and events and mandatory Commissioner Trainings to include written materials, audio-visual resources, Webinars, teleconferencing, etc. Said trainings will better equip PMCJC Commissioners themselves to provide trainings and program implementation in their assigned geographical areas around the nation. They will also

provide the necessary tools to help local churches and State Conventions to successfully implement their own prison ministry goals and objectives. Efforts will also involve the *collection of best practices* from NBCUSA constituent State Conventions and churches that already operate effective and successful prison ministry programs. The NBCUSA PMCJC program model once implemented will help NBC State conventions and local churches build networks of collaboration with other faith and community-based organizations as well as private ventures and public administrations, business, education, social/human services, and law enforcement agencies that share the same mission as the State Convention *Prison Ministry and Criminal Justice Initiative*.

Dr. Smith serves as the Administrative Program Manager for the Federal Bureau of Prisons, Chaplaincy Services Branch in Washington, D.C. The NBCPMCJC is blessed and excited to have him as one of our faithful and able Commissioners.

Federal Bureau of Prisons
Chaplaincy Services Branch - BOP
400 First Street NW - Room 2017
Washington, DC 20534
Office - 202 514-9740 / Fax- 202 514-9750
Email - mrsmith@bop.gov

TENTATIVE PLANS FOR 2011

VIII. Tentative Plans for the 131st Annual Session of the NBCUSA, Inc, meeting in Orlando, Florida, September 5-9, 2011 includes: PMCJC Regular Meeting and Mandatory Florida NBC Prison Crusade Orientation on Tuesday September 6, 2011 from 3:00 pm -5:00 pm at a place to be announced; Dr. E.V. Hill Memorial Prison Ministry Luncheon on Wednesday September 7, 2011 at a time and place to be announced; and a NBCUSA Prison Crusade at three (3) Florida Correctional Institutions on Tuesday, Wednesday and Thursday from 6:00 pm to 8:00 pm. The PMCJC is the Official Organizational Unit of the Convention and is charged to represent and carry out this mandate. As such, it is asking that all NBCUSA Boards and Auxiliaries collaborate and cooperate with the PMCJC for maximum ministry implementation and outcomes, especially the Laymen, Music and Women's Auxiliaries. Persons interested should complete the attached Florida Prison Crusade participation form and NBCUSA Volunteer Application and return both forms by the August 1, 2011 deadline (**See attachment - 5**).





ATTACHMENT -1 National Baptist Convention, U.S.A., Inc.

Reverend Dr. Julius R. Scruggs, President

PRISON MINISTRY AND CRIMINAL JUSTICE COMMISSION

Reverend Dr. Anthony Kelley, Founder and Executive Secretary-Louisiana

Reverend Dr. Grady Scott, Chairman-Arizona

**Application for the establishment and Implementation of a
Prison Ministry and Criminal Justice Initiative for State Conventions of the
National Baptist Convention, USA, Inc.**

STATE CONVENTION INFORMATION:

Name: _____

Physical Address: _____

Street City State Zip Code

Mailing Address: _____

Street City State Zip Code

Phone: () _____ FAX: () _____ email: _____

PRESIDENT INFORMATION:

Name: _____

Mailing Address: _____

Street City State Zip Code

Phone: () _____ FAX: () _____ email: _____

NUMBER OF CONSTITUENT CHURCHES _____

DOES YOUR CONVENTION CURRENTLY HAVE A PRISON MINISTRY ____ YES ____ NO

IF YES, NAME OF PRISON MINISTRY DIRECTOR _____

DOES YOUR CONVENTION PROVIDE SPECIALIZED TRAINING FOR PRISON MINISTRY STAFF, VOLUNTEERS, MENTORS, CAREGIVERS, AND YOUTH? ____ YES ____ NO

If yes, PLEASE EXPLAIN _____ HOW OFTEN?

____ MONTHLY ____ QUARTERLY ____ ANNUALLY

IF NOT, WOULD YOUR CONVENTION LIKE TO HOST A ONE (1) DAY 6 HOUR PRISON MINISTRY TRAINING WORKSHOP FOR YOUR PRISON MINISTRY STAFF, VOLUNTEERS, MENTORS, CAREGIVERS, AND YOUTH TAUGHT BY NBCPMCJC TRAINERS? * ____ YES ____ NO

Suggested dates (Saturdays from 9:00 am to 3:00 pm): Month _____ Date: _____, 2011

Month _____ Date: _____, 2011----- Month _____ Date: _____, 2011

Authorized Signature: _____ Printed Name: _____

Title: _____ Date: _____

Please return completed and signed form via fax at 225 778-4855 or email: akelleyrev@aol.com to the Office of the Executive Secretary, Prison Ministry and Criminal Justice Commission, NBCUSA, Inc.

* Individual Registration Fee of \$75 includes: training materials, textbooks, continental breakfast, lunch and T-Shirt
"Remember those who are in prison as though in prison with them"-----Hebrews 13:3

STATE CONVENTION PRISON MINISTRY AND CRIMINAL JUSTICE INITIATIVE PURPOSE AND SCOPE

To create, develop, and implement an **effective** evidenced-based Prison Ministry of the _____ in order to address through coordinated and collaborative efforts, the issues of crime, violence, arrests, sentencing, incarceration, parole and probation disparities among its constituent members, families, churches and communities that are negatively impacted throughout the State. It will also recruit, train and enlist State Convention constituency for engagement in prison ministry and criminal justice events, programs, activities, and surveys.

PROGRAM MODEL PARADIGM

The _____ **Prison Ministry** will utilize and replicate evidenced-based practices as modeled by the Prison Ministry and Criminal Justice Commission of the National Baptist Convention, U.S.A., Inc., for engagement in this most significant and worthwhile ministry. These include one-on-one, peer and group mentoring by screened and trained adult volunteers; Prison Ministry Training Workshops; Prison Ministry Preaching Forums for Clergy; Anti-Crime and Violence Prevention Community Rallies for Youth in At-Risk situations; and In-Prison Evangelistic Crusades.

Although each program model ministry event and activity may stand alone as it relates to its implementation, operational costs, and outcomes, all efforts will be made to incorporate specified prison ministry training topics and models of ministry in the structured District and State Congress of Christian Education if /when deemed practical, feasible, affordable and desirable. This will be done in cooperation with District and State Congress Presidents and the NBC Prison Ministry and Criminal Justice Commission Executive Secretary and Recruitment and Training Coordinator.

ORGANIZATIONAL STRUCTURE

The _____ **Prison Ministry and Criminal Justice Initiative** will consist of a Director who is appointed by the State Convention President to oversee the work of the ministry; an Assistant Prison Ministry Director; and five (5) Prison Ministry Regional Coordinators (PMRC) who are recommended by State Convention Regional Vice-Presidents. PMRCs shall report to the State Director and serve as chairpersons for their respective Regional Advisory Coordinating Councils (RACC). Each RACC will meet **quarterly** and shall be comprised of members from State Convention constituent churches, other faith-based organizations, criminal justice/local, parish and state law enforcement, business, education, social/human services, government, and community organizational partners, who will help plan, provide general oversight, build capacity and create sustainability for the work in each region. Also, an Executive Assistant-to-the-State Director and five (5) Administrative Assistants-to-the-Prison Ministry Regional Coordinators will complete the team of able Servant-Leaders. The State Convention Prison Ministry and Criminal Justice Initiative shall meet on a **monthly** basis to

plan, evaluate, and implement this most significant and worthwhile ministry. The State Convention Prison Ministry Director shall serve as the liaison between the State and National Prison Ministry and Criminal Justice Commission of the National Baptist Convention, USA, INC (NBCUSAPMCJC).

Job Description

Prison Ministry Director

The Prison Ministry Director shall be responsible for the overall supervision of the State Convention Prison Ministry and staff and shall serve as the official spokesperson and liaison to all State Convention boards, auxiliaries, commissions and ministries and the National Baptist Convention, USA, Inc Prison Ministry and Criminal Justice Commission. He shall be responsible for the day-to-day operations and supervision and implementation of the work of all Prison Ministry Regional Coordinators assigned to implement State Convention prison ministry programs in their assigned geographical areas. He shall arrange and conduct monthly meetings with key personnel and Prison Ministry Regional Coordinators to discuss plans, assignments and the implementation of the Prison Ministry goals and objectives. He shall develop working relationships with constituent State Convention local churches, to further the development, sustainability and implementation of the Prison Ministry goals and objectives.

The Prison Ministry Director shall also make recommendations to the State Convention Executive Committee for the employment, supervision and termination of all staff and volunteers. He shall chair all meetings of the Prison Ministry to discuss plans, assignments and the implementation of the mission goals and objectives. He shall develop Partnerships and “*Memorandum of Agreements*” with local, state and national community, faith-based, social, criminal justice/law enforcement, business, government and non-profit organizations to further the development and sustainability of the Prison Ministry mission. He shall prepare quarterly and annual reports to be presented to the Convention President and Conference attendees and shall report to the President of the State Convention. He shall attend all pertinent leadership planning meetings called by the Convention President and Board of Directors, and other program events/activities of the State Convention.

Responsibilities

Regional Advisory Coordinating Council (RACC) and Prison Ministry Regional Coordinator

Each of the five (5) RACCs will meet quarterly and shall be comprised of members from the State Convention constituent churches, other faith-based organizations, criminal justice/local, parish and state law enforcement, business, education, social/human services, government, and community organizational partners, who will help plan, provide general oversight, build capacity and create sustainability for the prison ministry work in each region for a one year commitment.

The Prison Ministry Regional Coordinator, who is recommended by the State Convention Regional Vice-President, shall report to the Prison Ministry Director and serve as chairperson for his or her respective Regional Advisory Coordinating Council (RACC). He/she shall be responsible for identifying potential organizational partners who will appoint a representative to serve on the RACC. He/she shall coordinate all meetings in consultation with the Prison Ministry Director relative to time and place. Meetings will rotate between RACC members who shall also be responsible for a complimentary lunch meal. The recommended meeting time for the RACC is a Tuesday each quarter between the hours of 12:00 noon and 2:00 pm.

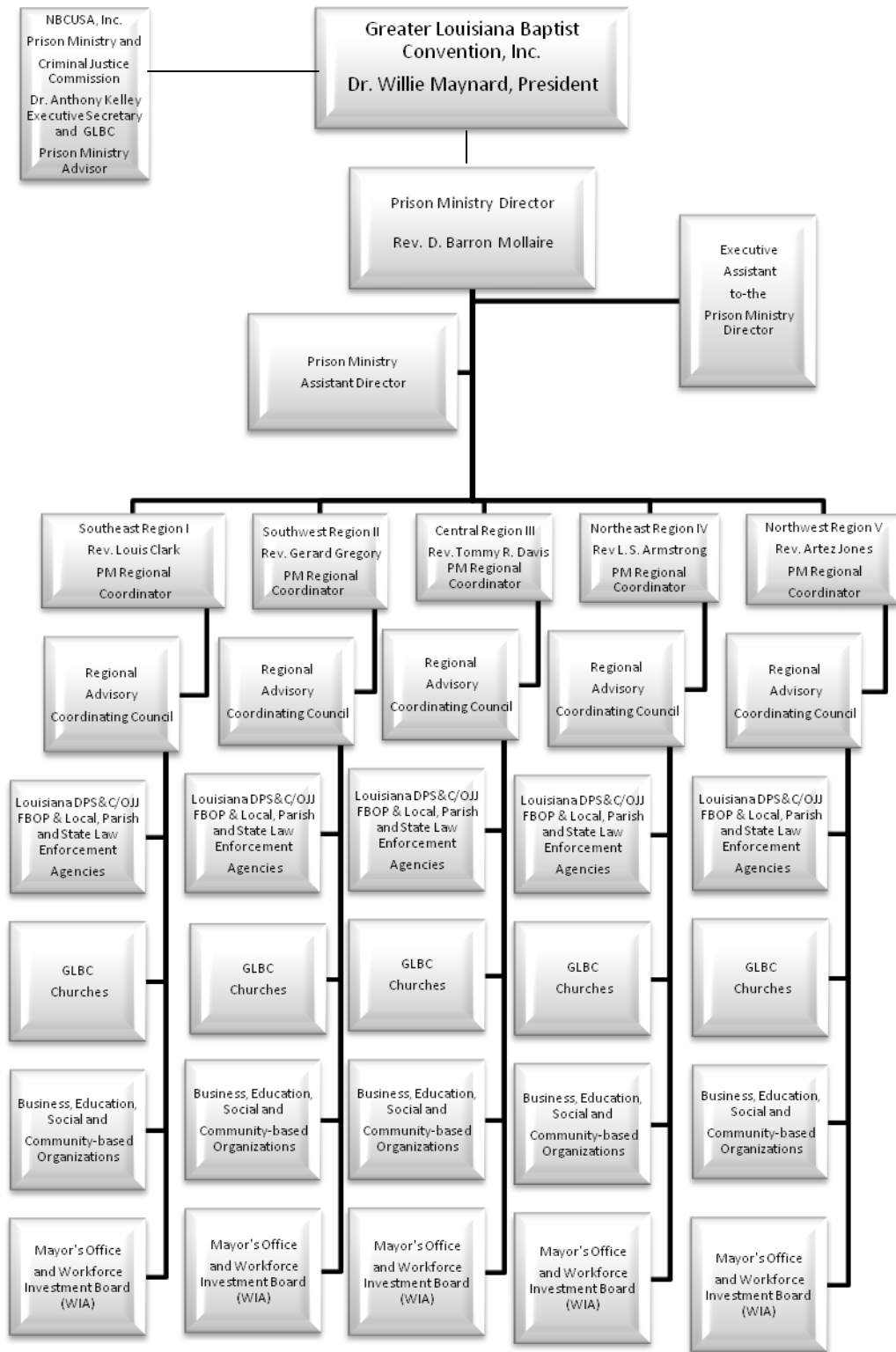
The Prison Ministry Regional Coordinator will also assist the Prison Ministry Director in recruiting, training and enlisting State Convention constituent churches for participation in prison ministry preaching and worship services; Anti-Crime and Criminal Justice events, programs and activities relative to the mission of the State Convention Prison Ministry.



NBCUSA, Inc. Prison Ministry and Criminal Justice Commission

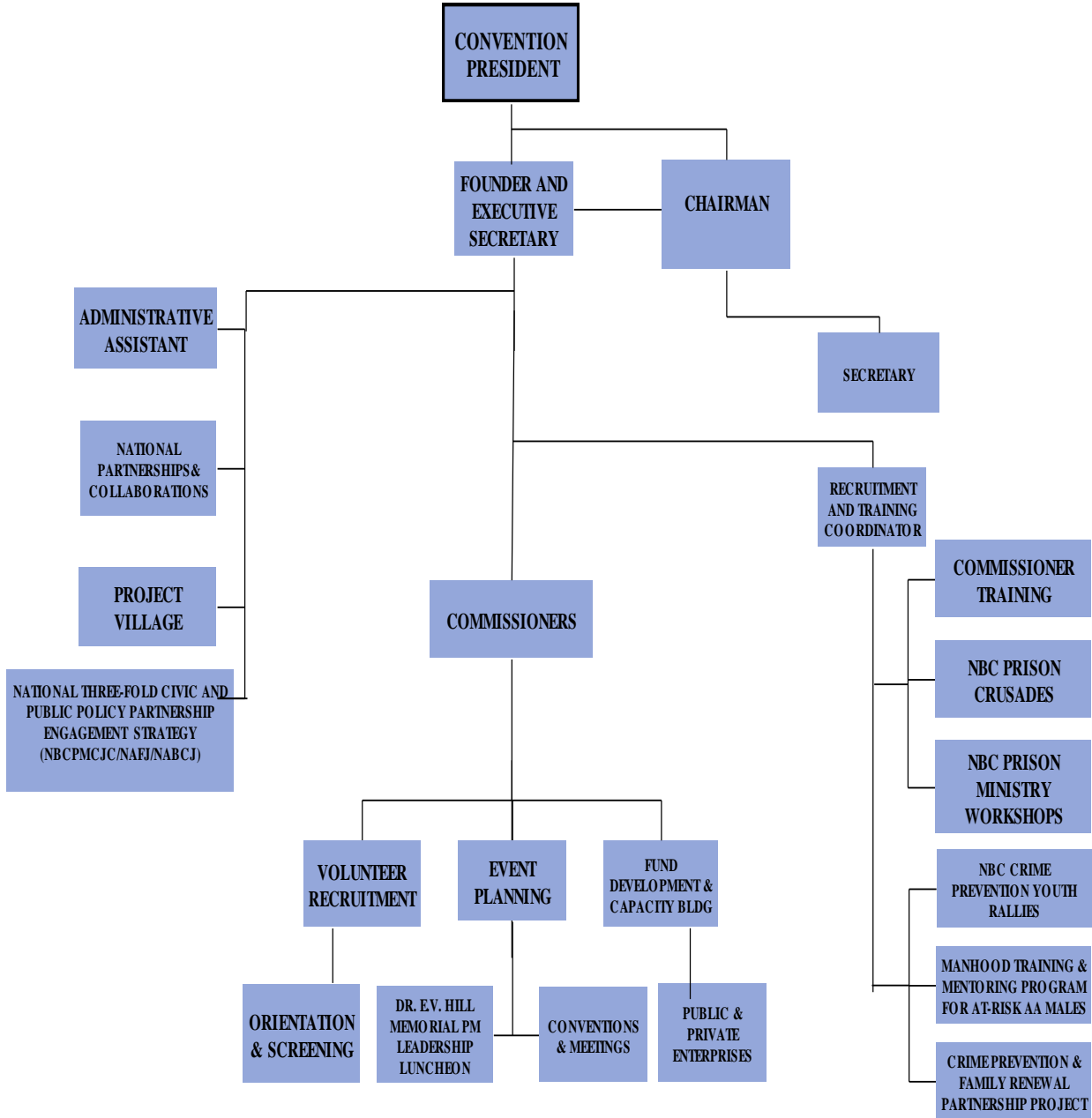
Office of the Executive Secretary,
Prison Ministry and Criminal Justice Commission,
National Baptist Convention, USA, Inc.
Dr. Anthony Kelley
Greater First Church-Baptist
4669 Groom road, Baker, LA 70714
225 778-4788 Office 225 572-0678 cell

SAMPLE ORGANIZATIONAL FLOWCHART BELOW



Attachment 2

NBC USA, INC. Prison Ministry and Criminal Justice Commission Organizational Flowchart



Attachment-3 PMCJC Capacity-building and Sustainability Resolution



Prison Ministry and Criminal Justice Commission Resolution

Subject: To build capacity and create sustainability for the NBCUSA, INC. Prison Ministry and Criminal Justice Commission to meet its goals and objectives more effectively and efficiently for the present and future.

Author: Reverend Anthony Kelley, M.Div., Founder and Executive Secretary, PMCJC

WHEREAS, the National Baptist Convention, USA, Inc. Prison Ministry and Criminal Justice Commission (NBCUSAPMCJC) was organized during the 114th Annual Session of our beloved Convention, with Reverend Anthony Kelley being appointed by the Convention President to oversee its most important mission and ministry; and,

WHEREAS, the Mission of the PMCJC is to work collaboratively with NBC faith-based organizations and develop partnerships with other faith-based, criminal justice, business, and community-based organizations to engage in crime prevention, victim assistance, criminal justice, and prison ministry programs for the African-American Community in particular and others in general; and,

WHEREAS, the PMCJC, although included in previous Parent Body Annual Operational Budgets, due to budget restraints and other priorities, was not able to receive operational funds to-date; and,

WHEREAS, the PMCJC has been recognized by National Organizational Partners such as the National Alliance of Faith and Justice, an Affiliate of the National Association of Blacks in Criminal Justice, based upon sustained collaborative efforts, to be the most organized, competent and potentially effective denominational prison ministry in the United States, and;

WHEREAS, the PMCJC must build capacity and create sustainability to meet its goals and objectives more effectively and efficiently for the present and future;

THEREFORE, BE IT RESOLVED that:

- The NBCUSAPMCJC Hour be ***reestablished*** during the Mid-Winter Board Meeting beginning in 2011 at which time to allow for a prison ministry and criminal justice progress report; promote its programs, recruit volunteers, and receive a free-will offering to support its most significant work;
- The 4th Sunday in May be proclaimed ***National Baptist Convention USA Prison Ministry and Criminal Justice Day*** to promote ministry awareness and volunteerism and to encourage financial support of the Commission from our constituent churches through written communication from the President's Office;
- The NBCUSAPMCJC, as an organizational unit of the Convention, be included in the Special Contributions Section on the Convention's Regular Registration Form with its own code as an entity of choice by NBC constituents to help support its mandate, mission, and ministry;

BE IT FURTHER RESOLVED that:

- The NBCUSAPMCJC, as an organizational unit of the Convention, be authorized to apply for public and private funds through Requests for Proposals utilizing the Parent Body's 501 © (3) tax exemption designation status *when* it becomes available with technical assistance provided as determined by the Convention President.

Attachment-4-PMCJC Prison Crusade 2011



Press Release

December 6, 2010

For more information

Contact PMCJC Program Office
225-330-4892 or 225-778-4788

The Prison Ministry and Criminal Justice Commission (PMCJC) of the National Baptist Convention, USA, Inc., (NBCUSA) will conduct its 4th Prison Crusade for the Louisiana Department of Public Safety and Corrections at four (4) Louisiana adult prison facilities. Ministry teams will provide one-on-one pastoral care and counseling to prisoners on death row, hospice and disciplinary units, as well as to the general prison populations. Worship and praise services each night and special tours will also be experienced by special guest participants. Complimentary overnight guest housing (Angola only) will also be made available for NBCUSA Prison Crusade Teams.

- What:** Prison Crusade
- When:** Sunday April 10, 2011 through Saturday April 16, 2011
- Where:** Louisiana State Penitentiary (Angola); Elayn Hunt Correctional Center, (St. Gabriel); Dixon Correctional Institute (Jackson); and Louisiana Correctional Institute for Women (St. Gabriel)
- Who:** Prison Ministry and Criminal Justice Commission (PMCJC) members and leaders and constituents of congregations of the National Baptist Convention, USA, Inc., (NBCUSA) who must undergo orientation, submit volunteer applications and pass security screening.

Benevolent and evangelistic outreach suggests that prisoners who receive or engage in life changing religious experiences regularly are less likely to recidivate once released from prison.

**2011 NBC Louisiana Prison Crusade Invited Special Guest
Evangelist/Preacher and Participant Form**

Louisiana Department of Public Safety and Corrections

(Louisiana State Penitentiary (Angola); Dixon Correctional Institute (Jackson);
Elayn Hunt Correctional Center (St. Gabriel); and
Louisiana Correctional Institute for Women (St. Gabriel))

All facilities are within 50 miles of Baton Rouge, LA

(SUNDAY APRIL 10 THROUGH SATURDAY APRIL 16, 2011)*

Special Guest Reply Form

Please check/complete applicable spaces:

_____ I'm sorry but I cannot attend the Crusade this year but will pray for its success

_____ I will be able to attend the Crusade this year and will arrive on _____ 2011;
and depart on _____, 2011

_____ I will be traveling by airplane and will arrive at the
Louis Armstrong International Airport in New Orleans, LA

_____ I will be traveling by airplane and will arrive at the Regional Airport
In Baton Rouge, LA

_____ I will be traveling by automobile and will not need the transportation services
of the PMCJC Local Host Committee

_____ I will have my own rental car and not need the services
of the PMCJC Local Host Committee

_____ I will need your committee to make my hotel reservations in Baton Rouge at
the best available rate, however, ***I will guarantee the charges prior to my arrival***

_____ I will make my own hotel reservation (s) in Baton Rouge
And guarantee the charges prior to my arrival

_____ I have enclosed the completed and signed Volunteer Applications (2) and understand
that an incomplete VA will not be approved by the Louisiana Department of Corrections

Printed Name and Title: _____

Signature: _____

Office phone: () _____; Cell phone () _____

Email address: _____

(PLEASE FAX COMPLETED FORMS TO 225 778-4788 NO LATER THAN FEBRUARY 15, 2011)

****NO MINISTRY ACTIVITY SCHEDULED FOR THURSDAY APRIL 14, 2011***

(Louisiana Hospitality, Recreation and Sightseeing)

Volunteer Registration and Agreement

Printed Name _____
Date of Birth: _____ Height: _____ Weight: _____ Race/Sex: _____
Social Security #: _____ Drivers License #: _____
Address: _____ City/State/Zip: _____
Home Phone: _____ Work Phone: _____ Cell Phone: _____
Fax: _____ E-Mail Address: _____

Have you ever been arrested? Yes _____ No _____ Have you ever been convicted of a felony? Yes _____ No _____
Are you now or have you ever been on probation or parole? Yes _____ No _____
If yes to any of the questions above, please explain (include charge, when, where, DOC number, parole or probation officer's name):

Aliases: _____
Are you related by blood or marriage to any offender housed in a DPS&C facility? Yes _____ No _____
If so, whom? (Name, DOC# and location of offender): _____
Are you on the approved visiting/phone list of any offender housed in a DPS&C facility? Yes _____ No _____
If so, whom? (Name, DOC# and location of offender): _____
Have you ever been removed from service at this or any other state or local facility? Yes _____ No _____
If so, where?

Are you currently a volunteer at any other state or local facility? Yes _____ No _____
If so, where?

Sponsoring Organization: National Baptist Convention, USA, Inc. Prison Ministry and Criminal Justice Commission

Contact Person: Reverend Anthony Kelley, Executive Secretary PMCJC/NBCUSA, Inc. Phone : 225 778-4788 or 225 572-0678-Pastor, Greater First Church-Baptist, Baker, Louisiana

NOTE: This form must be submitted to EACH institution where the volunteer desires to serve. The volunteer must be approved by EACH institution prior to service.

As a Volunteer with the Department of Public Safety and Corrections (DPS&C), I hereby agree to abide by all policies, procedures, rules and regulations in the conduct of my activity. I will cooperatively serve at the discretion of the Unit Head. I understand that I am required to attend an orientation session and other training that my be necessary in order to be made aware of the policies, procedures, rules and regulations of the DPS&C, especially policies regarding confidentially, hostage situations and information on sexual assault and sexual misconduct. I also understand that any falsification of the above information, failure to comply with the policies, procedures, rules and regulations could result in my termination as a volunteer.

Signature of Volunteer _____ Date _____

Result of Criminal History Check: INSTITUTIONS WHERE VOLUNTEER DESIRES TO SERVE
Volunteer Approved: _____ Dixon Correctional Institution
Volunteer Not Approved: _____ Louisiana State Penitentiary
Checked By: _____ Elayn Hunt Correctional Center
Louisiana Correctional Institute for Women

NATIONAL BAPTIST CONVENTION, U.S.A., INC.

Reverend Dr. Julius R. Scruggs, President
Prison Ministry and Criminal Justice Commission
Reverend Anthony Kelley, Founder and Executive Secretary
Reverend Grady Scott, Chairman

VOLUNTEER APPLICATION FORM

Name _____ Race _____ Date of Birth ___ / ___ / ___ Sex _____

Home Address _____

City _____ State _____ Zip Code _____

Home Telephone () _____ Social Security # _____

Marital Status: Single _____ Married _____

Driver's License # _____ State Issued _____

Fax () _____ E-mail: _____

Occupation & Title _____ Work Telephone () _____

If a member of a church, what Church? _____ Located at: _____

Is your church a Member of the National Baptist Convention, USA, Inc.? () yes () no

Name of Pastor _____ Tele: () _____

Have you ever been convicted of a crime? _____ If "yes", list date(s), place(s), charge (s), and disposition(s).

It is our desire to maximize public safety by appropriately matching mentors with mentees. Would you object to having an NCIC or other background check conducted for purposes of this program?

() yes () no

MENTORING INFORMATION

Why would you like to be a mentor? _____

Can you meet via telephone or in person with the mentee four (4) hours per **MONTH**? () yes () no

Do you have any previous experience volunteering or working with a prisoner (s), ex-prisoner, or their children? () yes () no If "yes", please explain. _____

What time can you call and or meet with your mentee?

() Weekends () After 5:00 pm () During lunch

In addition to English, do you speak any other language? _____

(Over please)

Page two: NBCPMCJC Volunteer Application

REFERENCES

Please list the names, addresses, and phone numbers of three people you would like to use as character references (*please list only people you have known for at least one year. At least one should be an employer*).

Name: _____

Address: _____

City: _____ State _____ Zip _____

Phone: _____ Relationship _____

Name: _____

Address: _____

City: _____ State _____ Zip _____

Phone: _____ Relationship _____

Name: _____

Address: _____

City: _____ State _____ Zip _____

Phone: _____ Relationship _____

Please read this carefully before signing:

Our program appreciates your interest in becoming a mentor to a child of an incarcerated parent. By signing below, you attest to the truthfulness of all information listed on this application. You agree to let our program confirm all information listed, conduct federal and state criminal records check, and be willing to be screened (fingerprinted) to serve as a Mentor.

I agree to a minimum of four hours training annually as appropriate. I have read and understood the program's rules, regulations, and responsibilities for becoming a mentor. If selected, I will follow the rules of the program and be a dedicated mentor. I agree to the time commitment of four (4) hour (s) per month for one (1) year.

Signature

Date

Upon completion of this document, please fax to our office at (225) 778-4855

Please mail original form to: Reverend Anthony Kelley, Executive Secretary
Prison Ministry and Criminal Justice Commission, NBCUSA, Inc.
C/o Greater First Church-Baptist, 4669 Groom Road, Baker, LA 70714

Rev. 12/3/10

ATTACHMENT – 5 TENTATIVE PLANS

**2011 NBC Florida Prison Crusade Invited Special Guest
Evangelist/Preacher and Participant Form**

Florida Department of Corrections

(Polk Correctional institution (Polk City) Lake Correctional Institution (Clermont) and
Central Florida Reception Center (Orlando))

All facilities are within 60 miles of Orlando, Florida

TUESDAY, WEDNESDAY AND THURSDAY SEPTEMBER 6-8, 2011

6:00 pm to 8:00 pm

Special Guest Reply Form

Please check/complete applicable spaces:

____ I'm sorry but I cannot attend the Crusade this year but will pray for its success

(Please check all that apply)

____ I will be able to attend the Crusade this year and will participate on ____Tuesday ____Wednes ____Thursday.

____ I understand that the NBCUSA Prison Ministry Team will be travelling by bus and will be expected to pay any applicable charges for transportation services (not to exceed \$20 per person round trip per prison)

____ I understand that I must attend a Mandatory Prison Ministry Orientation Session in order to participate. The Orientation will be conducted on Tuesday September 6, 2011 from 3:00 pm – 4:00 pm at a place to be determined/announced.

____ I understand that I must complete a Volunteer Application and pass the FDOC Screening process prior to my participation in the NBC Prison Crusade.

The deadline to submit applications to the Office of the NBCPMCJC Executive Secretary is August 1, 2011

____ I understand that I must have a valid Picture Identification, such as a driver's License, for entry into the prison facility in order to participate **(No exceptions)**.

____ I understand that for security reasons and to facilitate said process, no large jewelry, perfume and cologne, tight fitting apparel, hats, caps, cell phones, cameras, wallets, or purses will be allowed in the prison facility (special/personal items will be locked and secured on the bus). *Only your bible, NBCUSA badge and picture I.D. will be allowed.*

____ I understand the cardinal rule of prisoner interaction while ministering in a prison setting and to avoid being charged with "trafficking with a prisoner" is '**DON'T GIVE ANYTHING TO OR TAKE ANYTHING FROM A PRISONER**'. The key word is "anything" including verbal messages to persons back in the community. It is not unusual that you will meet someone that you know or someone who may know you or your acquaintances.

____ I desire to provide the following service (s) during the NBC Prison crusade: ____ Words of Encouragement; ____ preaching; ____ music ministry; ____ praise and devotional team; ____ one-on-one counseling; ____ Rite of Christian Baptism; ____ follow-up/pen-pal ministry; ____ assist with planning and coordinating a NBC Prison Crusade in my own area/region.

Printed Name and Title: _____

Signature: _____

Office phone: () _____; Cell phone () _____ FAX_ () _____

Email address: _____ Dated: _____

(PLEASE FAX COMPLETED FORMS TO 225 778-4788 NO LATER THAN AUGUST 1, 2011)

NATIONAL BAPTIST CONVENTION, U.S.A., INC.

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Reverend Anthony Kelley, Founder and Executive Secretary

Reverend Grady Scott, Chairman

VOLUNTEER APPLICATION FORM-FLORIDA PRISON CRUSADE

131st ANNUAL SESSION MEETING IN ORLANDO, FLORIDA

Name _____ Race _____ Date of Birth ____ / ____ / ____ Sex _____

Home Address _____

City _____ State _____ Zip Code _____

Home Telephone () _____ Social Security # _____

Marital Status: Single _____ Married _____

Driver's License # _____ State Issued _____

Fax () _____ E-mail: _____

Occupation & Title _____ Work Telephone () _____

If a member of a church, what Church? _____ Located at: _____

Is your church a Member of the National Baptist Convention, USA, Inc.? () yes () no

Name of Pastor _____ Tele: () _____

Have you ever been convicted of a crime? _____ If "yes", list date(s), place(s), charge (s), and disposition(s).

It is our desire to maximize public safety by appropriately matching mentors with mentees. Would you object to having an NCIC or other background check conducted for purposes of this program?

() yes () no

MENTORING INFORMATION

Why would you like to be a mentor? _____

Can you meet via telephone or in person with the mentee four (4) hours per **MONTH**? () yes () no

Do you have any previous experience volunteering or working with a prisoner (s), ex-prisoner, or their children? () yes () no If "yes", please explain. _____

What time can you call and or meet with your mentee?

() Weekends () After 5:00 pm () During lunch

In addition to English, do you speak any other language? _____

(Over please)

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REFERENCES

Please list the names, addresses, and phone numbers of three people you would like to use as character references (*please list only people you have known for at least one year. At least one should be an employer*).

Name: _____

Address: _____

City: _____ State _____ Zip _____

Phone: _____ Relationship _____

Name: _____

Address: _____

City: _____ State _____ Zip _____

Phone: _____ Relationship _____

Name: _____

Address: _____

City: _____ State _____ Zip _____

Phone: _____ Relationship _____

Please read this carefully before signing:

Our program appreciates your interest in becoming a mentor to a child of an incarcerated parent. By signing below, you attest to the truthfulness of all information listed on this application. You agree to let our program confirm all information listed, conduct federal and state criminal records check, and be willing to be screened (fingerprinted) to serve as a Mentor.

I agree to a minimum of four hours training annually as appropriate. I have read and understood the program's rules, regulations, and responsibilities for becoming a mentor. If selected, I will follow the rules of the program and be a dedicated mentor. I agree to the time commitment of four (4) hour (s) per month for one (1) year.

Signature

Date

Upon completion of this document, please fax to our office at (225) 778-4855

NO LATER THAN AUGUST 1, 2011

Please mail original form to: Reverend Anthony Kelley, Executive Secretary
Prison Ministry and Criminal Justice Commission, NBCUSA, Inc.
C/o Greater First Church-Baptist, 4669 Groom Road, Baker, LA 70714

Rev. 12/3/10

**NBCUSA, Inc. Prison Ministry and
Criminal Justice Commission**



**Founder and
Executive Secretary
Reverend Anthony Kelley, M.Div.
Organizer, Pastor and Teacher
Greater First Church-Baptist
4669 Groom Road
Baker, Louisiana 70714**

“Remember those who are in prison, as though you were in prison with them” --- Hebrews 13:3