

WS F&CB MENTOR MESSAGE #79

February 01, 2022

Update to Mentor Message #63 - Changes to Book Donation Policy

The Warden has a continuing policy with respect to loaning books to mentees. All donations and loans of books must first receive the approval of the Chaplain, but there have been some changes to that procedure. See highlighted notes, below.

1. No books, Bibles, or workbooks may be loaned or given to a mentee without prior approval from the Chaplain.
 - a. We will keep a master list of approved books and resources. Your Group Leader will be able to let you know if a resource has previously been approved or if you will need to get a new approval from the chaplain.
2. All books are donated to the Chaplaincy for the use of a mentee, and then (if not a workbook that has been written in) for the subsequent use of all residents.
 - a. Before donating any new book, permission must be received from the Chaplain's office. Your Group Leader will contact the chaplain to request approval. When you want to give a book, this must be done first. Please do not go directly to the Chaplain with your request. It should be done only through those of us who have open access to him.
 - b. Your Group Leader will inform you once the Chaplain approves the request. Once approved, the book will be donated using an official WALKER STATE PRISON OUTSIDE DONATION FORM, marked that it is a donation for the Chaplaincy. Take the book to the Security Bunker and leave it with a donation form. Your Group Leader can provide a form either by email, or paper forms can be mailed or provided to you at your next mentoring session if necessary. You can also download a form from our website <www.metanoiaprisonministries.org>.
 - c. On the form, please mark the box next to "Chaplaincy". It should **NOT** be marked that it is for your mentee. If the form has a mentee's name, it will be returned. We must advise the Chaplain separately as to the mentee whom we wish to receive the material first.
 - d. You will turn in the completed form and the book to the Corrections Officer in the Security Bunker.
 - e. When you have donated the book, advise your Group Leader. Your Group Leader will send the Chaplain a note that this book is making its way through Security to him and will ask that your mentee be allowed to borrow the book first. The Chaplain will see to it that the mentee receives it.
 - f. If it is not a workbook, the prisoner will return the book to the Chaplain's religious library after use.
 - g. Mentors are not allowed to carry in donated books. They must be left in the bunker.
3. You may bring in individual type-written pages or copied pages used in the course of mentoring. Twenty two-sided pages are the limit.

Oh, magnify the Lord with me, and let us exalt His name together. (Psalm 34:3)

WALKER STATE PRISON
P.O. Box 98
Rock Spring, GA 30739
OUTSIDE DONATION FORM

Today's Date: _____

**All Items Must Be Specifically Listed – Please Write Legibly
Items May Not Be Donated to Specific Offenders**

Items Donated:

<u>Item</u>	<u>Estimated Value</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

To Department:

- Chaplaincy
- Education
- Library
- Other _____

Donating Organization (if applicable):

Name & **Volunteer Certification Number:**

Contact Info: Phone / E-Mail:

All donations received are for the purpose of enhancing the Walker State Prison Faith and Character based program goals and objectives. With this purpose in mind, I the undersigned do fully understand that **ANY and ALL** donated material will become the property of Walker State Prison. Therefore, I relinquish all rights and ownerships to said material at this time.

Printed Name

Signature

Date

Receiving Staff Member

Signature

Date