

**MEMORANDUM OF UNDERSTANDING BETWEEN HARRIS
COUNTY JUVENILE PROBATION DEPARTMENT (HCJPD) AND
KAIROS PRISON MINISTRY INTERNATIONAL, INC. (KAIROS)
(for the Implementation of Youth Ministry Serves at Leadership
Academy)**

This Memorandum of Understanding is to support Kairos Prison Ministry International, Inc., implement and carry out lay-led, interdenominational Christian ministry at Harris County Leadership Academy (HCLA). This MOU is an interagency agreement that addresses the collaborative efforts of HCJPD and KAIROS in delivering the following services:

Kairos Torch is a ministry program designed for young offenders (25 years old and under) in either juvenile facilities or adult institutions. The mission of Kairos Prison Ministry International, Inc. is to share the transforming love and forgiveness of Jesus Christ to impact the hearts and lives of incarcerated men, women, and youth, as well as their families, to become loving and productive citizens of their communities. The following stipulations are basic to this program, and we seek your agreement to them before plans are made to enter your institution.

As a partner in good faith, Kairos Prison Ministry International, Inc., agrees to provide the following services to the youth at HCLA:

1. Kairos Torch will be allowed to conduct one weekend of activities in the institution within the first six months of initiation. Weekends activities will be offered approximately every six months thereafter. Residents will be invited to participate in the activities, and will be organized into table groups. Typically, 15 residents will attend each weekend session, but the number could go as low as 9 or as high as 24, dependent upon the number of mentors available following the Weekend. The number of volunteers on the team will be one volunteer per resident/Participant and at least two support volunteers. Kairos Torch volunteers will be allowed to have a 1 to 2-hour Mixer one or two weeks prior to the weekend to meet the Participants. During the Kairos Torch Weekend activities, Kairos Torch volunteers will be present by 4:00 p.m. until 9:00 p.m. on Friday, 7:00 a.m. until 9:00p.m. on Saturday, and continue at 7:00 a.m. through 4:30 p.m. on Sunday. Residents attending the weekend activities will be released to the chaplain or volunteer coordinator by 6:30 p.m. to 8:45 p.m. on Friday, 7:45 each morning (Saturday and Sunday) and permitted to remain with the Kairos Torch team until at least 8:00 p.m. Saturday and 4:30 p.m. Sunday.

2. Mentoring, monthly Reunions and Bible study: Kairos volunteers on the team will establish a mentoring relationship with the residents who attend the weekend activities. Mentors will be allowed to return to the institution at least weekly to meet with the residents whom they are mentoring for a period of at least six months or until the youth is released, whichever comes first. Contact with the resident(s) will take place inside the institution, at a time and place approved by the institutional authorities. Mentoring will take place on a one- to-one basis, in a group setting.

Mentors will be permitted to bring written resource materials (Mentor's Guides) into the institution during their mentoring visits. Monthly Reunions (approximately 2 hours in duration) will be held for all Kairos Torch Participants who are still residing in the institution.

3. A support group of up to 100 persons from Christian communities will be allowed to attend the Closings for the Kairos Torch weekend activities. These are to be held on Sunday afternoon beginning at approximately 2:30 p.m. During the Closing, a Kairos spokesperson may encourage the youth to voluntarily invite their mother or female guardian to experience a similar weekend like theirs.
4. All residents attending the weekend activities will be allowed to receive written expressions of prayer and sacrifice from support communities and individuals from around the world. This material will be channeled through a team member or members who will be responsible for its contents and distribution. It will consist only of written expressions reinforcing the action of the ministry. Additionally, each resident participating will receive a short, personal, written expression of support from each team member, delivered by the team in individually sealed envelopes. Each Kairos Torch Participant will be given a Bible.
5. The Kairos Torch Weekend Leader will be given a list of residents to participate in the weekend activities, plus ten alternates, at least a month prior to the weekend activities, with information to facilitate seating of tables, solicitation of prayer support, and mentor/mentee matching by the Advisory Council's Continuing Ministry Coordinator/Mentor Coordinator for the mentoring process.
6. The team, upon approval from HCJPD may be allowed to take photographs of the residents attending the weekend activities, for use in the "Creation" presentation on Friday evening. Photographs may only be taken with oversight from HCJPD staff, at a mutually agreeable time and will be appropriately disposed of at the close of the weekend activities.
7. The team will be allowed to bring in store-bought snacks to be delivered to all residents and staff twice during a Kairos Torch Weekend.
8. The team will be allowed to bring necessary equipment and supplies, to include food service supplies, musical instruments, audio/visual equipment, and laptop computer, into the institution to conduct the weekend activities. The team will provide a list of equipment and supplies to the institution prior to the weekend activities for approval and a list for accountability each day.
9. The team will be allowed to offer snacks periodically during the Weekend and furnish meals for the residents attending the weekend activities at lunch and dinner on Saturday and lunch on Sunday.

10. Kairos Torch team members and guests commit themselves to support the chaplain or volunteer coordinator, agreeing to conduct themselves in conformance with institutional regulations and Kairos Torch guidelines for volunteers entering correctional institutions. We will be prompt in our obedience to the directions and requests of correctional officers and staff members. We agree to perform the work of this program as detailed in the Kairos Torch manuals and as set forth by the policies established by the Board of Directors of Kairos Prison Ministry International, Inc., under whose authority we agree to operate.

11. Kairos Torch team members agree to promptly submit to all background security screening processes required, to include providing fingerprint records of all team members as needed by the institution. Each Kairos Torch team member will have completed the Kairos Torch Volunteer Screening Packet and will resubmit the packet every three years.

Concurrently, as a partner in good faith, HCJPD will provide the following services for Kairos Prison Ministry International, Inc., Program:

1. Provide classroom or office space to Kairos for campus-based programs.
2. Coordinate, and oversee the delivery of services to youth at HCLA.
3. If necessary obtain Parental/Legal Guardian Consent and Youth Consent forms. This form will inform parents or guardians of the types of services that will be provided for their child.
4. Collaborate with Kairos to increase outreach and awareness of the program.
5. Provide background checks and necessary orientation for staff and volunteers participating in program service delivery.
6. Provide other supportive services as needed.

DURATION OF AGREEMENT: This agreement shall commence December 1, 2021. Either party may terminate this agreement at any time with or without cause upon written notice to other party.

GENERAL PROVISIONS: It is understood by the agencies that each should be able to fulfill its responsibilities under this agreement in accordance with the provisions of law that govern their activities. Nothing in the agreement is intended to negate or otherwise render ineffective any such provisions. If at any time any agency is unable to perform its functions under this agreement

consistent with such agency's statutory and regulatory mandates, the agency shall immediately provide written notice to the other agency to establish a date for mutual resolution of the conflict.

RESPONSIBILITIES OF THE AGENCIES UNDER THE AGREEMENT: In consideration of the mutual aims and desires of the agencies to this agreement and in recognition of the public benefit to be derived from effective implementation of the programs involved, the agencies agree to the following:

ALLOCATION OF COST: This agreement is a non-cost associated agreement. The participants in this project assume full responsibility for the respective costs associated with their performance. Any and all terms of payment associated with the fulfillment of responsibilities described in this agreement shall be outlined in a contractual agreement.

NO PERSONAL LIABILITY: Nothing in this MOU is construed as creating any personal liability on the part of any officer, director, employee, or agent of the County or any public body that may be a Party to this MOU.

CONFIDENTIALITY: Both parties agree that they shall be bound by and shall abide by all applicable Federal or State statutes or regulations pertaining to the confidentiality of client records or information, including volunteers. The parties shall not use or disclose any information about a recipient of the services provided under this Agreement for any purpose not connected with the parties' contract responsibilities, except with the written consent of such recipient, recipient's attorney, or recipient's parent or guardian.

TERMINATION: Either party may cancel this MOU by giving the other party notice of termination at least thirty (30) days prior to the anticipated termination date of Agreement. When the cancellation is for cause, i.e. a material and significant breach of any of the provisions of this Agreement, it may be canceled upon delivery of written notice to the other Agencies.

NOTICE: Notice may be given by hand delivery or first class mail at the following addresses:

Harris County Juvenile Probation Department

Attention: Henry Gonzales

1200 Congress

Houston, Texas, 77002

(713) 222-4200

Kairos Prison Ministry International

Attention: Dickson De La Haye

383 Fletcher Bend

Buda, TX 78610

Phone: (979) 236-7345
Email: dicksonlh@gmail.com

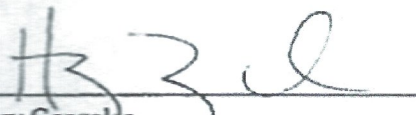
Kairos Prison Ministry International
Attention: Evelyn Lemly
100 DeBary Plantation Blvd
DeBary, FL 32713
Phone: (407) 629-4948
Fax: (407) 629-2668


AMENDMENT: This agreement may be amended by mutual consent of both parties; however such agreements must be in writing and signed by all parties. This Agreement will be renewed annually upon mutual consent of both parties.

EXECUTION, MULTIPLE COUNTERPARTS: This MOU may be executed in several counterparts. Each counterpart is deemed an original and all counterparts together constitute one and the same instrument. In addition, each Party warrants that the undersigned is a duly authorized representative with the power to execute the MOU.

APPROVED: The undersigned Agencies bind themselves to the faithful performance of this Agreement. It is mutually understood that this Agreement shall not become effective until approved by all Agencies involved.

DATED this 1st day of December 2021.

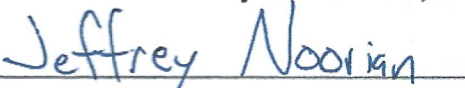
By: 
Henry Gonzales
Chief Juvenile Probation Officer

By: 

By: 

By: _____

By: _____
Reviewed: Youth Ministry Program Coordinator
Kairos Prison Ministry International, Inc.

By: 
Kairos Torch Advisory Council Representative
Kairos Prison Ministry International, Inc.

By: 
State Chapter Committee Chairperson
Kairos Prison Ministry International, Inc.

By: _____
Chief Executive Officer
Kairos Prison Ministry International, Inc.