

# MOTION

Motion: **Update policy wording to reflect the recent move of the Sponsorship Behind the Walls Program from The Outreach Subcommittee to The H and I subcommittee.**

Intent. **To keep regional policy current.**

Ok this is a simple motion, but quite wordy so bear with. We will handle this process in three steps. First, we will update the Subcommittees of TSRSCNA section of policy. Second, we will remove all relative wording from the Regional Outreach subcommittee policy that relates to the Sponsorship Behind the Wall program. And then clean up that section. And lastly, we will add the necessary wording to the H and I subcommittee policy that defines the responsibility to manage the SBW program.

Let's get started.

## **1. Subcommittee of TSRSCNA section update.**

On page 14 of policy, subheading (a.) of **Subcommittees of TSRSCNA** section,

### **a. Hospitals and Institutions (H&I)**

**Reads:** The purpose of the TSRSCNA Hospital & Institutions Subcommittee is to help coordinate Area H&I activities, provide a place where Area H&I Subcommittees can meet to share their experience, strength and hope, and to sponsor workshops and learning days. This Subcommittee will follow all applicable TSRSCNA and NAWS Guidelines and Policy.

If the TSRSCNA H&I Subcommittee needs literature, it will procure literature from TRSO, Inc. via voucher system. The literature voucher for this Subcommittee is not to exceed \$200.00 between regular meetings of TSRSCNA.

**Change to:** The purpose of the TSRSCNA Hospital & Institutions Subcommittee is to help coordinate Area H&I activities, provide a place where Area H&I Subcommittees can meet to share their experience, strength and hope, and to sponsor workshops and learning days. Also, The Hospital & Institution subcommittee will oversee the Sponsorship Behind the Walls Program. This Subcommittee will follow all applicable TSRSCNA and NAWS Guidelines and Policy.

The TSRSCNA H&I Subcommittee shall have a \$50.00 monthly budget for The Sponsorship Behind the Walls Program. If the TSRSCNA H&I Subcommittee needs literature, it will procure literature from TRSO, Inc. via voucher system. The literature voucher for this Subcommittee is not to exceed \$200.00 between regular meetings of TSRSCNA.

### **d. Outreach**

**Reads:** The purpose of the Outreach Subcommittee is to assist isolated Groups or troubled Areas within the Tri-State Region providing information through literature or attendance.

It is the responsibility of the TSRSCNA Outreach Subcommittee to:

- Direct such Groups and Areas to other local service bodies, NA meetings, TRSO, Inc., TSRSCNA or to NAWS.
- This Subcommittee shall have a working budget of \$200.00 between regional meetings and will follow all applicable TSRSCNA and NAWS Guidelines and Policy.

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- To work with STL Programming Subcommittee to ensure that an Outreach workshop is included to allow for the opportunity for development of and interest and understanding of Outreach.
- This subcommittee will oversee the "Behind the Walls" program.

### **Change to:**

- Direct such Groups and Areas to other local service bodies, NA meetings, TRSO, Inc., TSRSCNA or to NAWS.
- This Subcommittee shall have a working budget of \$100.00 between regional meetings and will follow all applicable TSRSCNA and NAWS Guidelines and Policy.
- To work with STL Programming Subcommittee to ensure that an Outreach workshop is included to allow for the opportunity for development of and interest and understanding of Outreach.

## **2. Remove All reference to SBW Program from The Outreach Subcommittee section.**

All references to page numbers, sentences, paragraphs and the like are from **Regional Outreach Subcommittee** Policy section of the Regional Policy.

### All shall be **Removed.**

- A. On pg.1, Roman numeral I, next to the last sentence reads. This sub-committee is also for SBW which sponsors inmates currently incarcerated though letters.
- B. Pg 1. , II, M. Shall respond to all request for information and sponsorship by inmates
- C. Pg1, III, Third sentence. Budget will be used for materials necessary for SBW such as stamps, envelopes, postage, paper, pens, and meeting list.
- D. Pg. 2, IV, second sentence. Institutional Liaison.
- E. Pg. 2, VI second sentence. Institutional liaison
- F. Pg. 4, D. Institutional Liaison. The whole description. 1-6.
- G. Pg. 4, VII SBW . All under heading.

### **Clean up Outreach section.**

**A.** Pg. 4, E-Area Liaison shall become D.

**B.** Pg. 1. III Funding.

### **Reads:**

This subcommittee shall have a working budget of \$200 between regional meetings and will follow all applicable TSRSCNA and NAWS guidelines and policies.

Budget will be used for materials necessary for Sponsorship Behind the Walls such as stamps, envelopes, postage, paper, pens, IPs, and meeting lists.

Funds, no greater than \$50.00 (50%of monthly budget), will be spent on materials to assist areas and meetings needing support. Purchases will be made following a group conscious at that Area and Meeting and a group

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conscious decision of the Regional Outreach Subcommittee. Purchases are limited to recovery-related literature and materials (e.g., coffee, cups, food, etc., are not to be purchased with these funds).

### **Change to:**

This subcommittee shall have a working budget of \$100 between regional meetings. Funds shall be spent on materials to assist areas and meetings needing support. Purchases will be made following a group conscious at the Meeting and or Area in need level, and a group conscious decision of the Regional Outreach Subcommittee. Purchases are limited to recovery-related literature and materials (e.g., coffee, cups, food, etc., are not to be purchased with these funds) and will follow all applicable TSRSCNA and NAWS guidelines and policies.

### **3. Now to change The H and I Policy wording:**

All reference to page numbers, sentences, paragraphs and the like are from **H and I Subcommittee** Policy section of the Regional Policy.

#### **1. I - BASIC PURPOSE:**

##### **Reads:**

The purpose of the TSRSCNA Hospital & Institutions sub-committee is to help coordinate Area H&I activities, provide a place where Area H&J committees can meet to share their experience, strength, and hope, and to sponsor workshops and learning days. This sub-committee will follow all applicable TSRSCNA and NAWS guidelines and policy.

If the TSRSCNA H&J sub-committee needs literature, it will procure literature from TRSO, Inc. via a voucher system. The literature voucher for this sub-committee is not to exceed \$200.00 between regular meetings of the TSRSCNA.

##### **Change to:**

The purpose of the TSRSCNA Hospital & Institutions Subcommittee is to help coordinate Area H&I activities, provide a place where Area H&I Subcommittees can meet to share their experience, strength and hope, and to sponsor workshops and learning days. Also, The Hospital & Institution subcommittee will oversee the Sponsorship Behind the Walls Program. This Subcommittee will follow all applicable TSRSCNA and NAWS Guidelines and Policy.

The TSRSCNA H&I Subcommittee shall have a \$50.00 monthly budget for The Sponsorship Behind the Walls Program. If the TSRSCNA H&I Subcommittee needs literature, it will procure literature form TRSO, Inc. via voucher system. The literature voucher for this Subcommittee is not to exceed \$200.00 between regular meetings of TSRSCNA.

#### **2. II - Function of Subcommittee**

Add K: This subcommittee shall oversee The Sponsorship Behind the Walls Program.

#### **3. III - Subcommittee Membership.**

Add Sponsorship Behind the Walls Chairperson to the list of members.

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## **4. IV- AGENDA**

INSERT @ # 9 Sponsorship Behind the Walls Program report. Literature Disbursement Report shall become # 10 and then continue consecutive numbering sequence.

## **5. V - Voting Members**

Add Sponsorship Behind the walls Chairperson

## **6. VI - QUALIFICATIONS AND RESPONSIBILITIES OF SUBCOMMITTEE MEMBERS**

ADD **D. Sponsorship Behind the Walls Chairperson.**

1. Is elected by the H&J Subcommittee.
2. Requires at least three (3) years uninterrupted clean time.
3. Must have at least one (1) year experience of Regional H&I work.
4. Must complete a H and I, and a Sponsorship Behind the Walls workshop. For each term year.
5. Recommended experience with jails and institutions.
6. Communicate with jails in the Tristate region to coordinate Sponsorship Behind the Walls participation.
7. Send letters, upon review of the committee, to jails regarding Sponsorship Behind the Walls.
8. Prepares and present a Sponsorship Behind the Walls program report for each

## **7. VII – ADDITIONAL GUIDELINES**

**Add Sponsorship Behind the Walls Program Guidelines.**

After VIII General Information and before Regional Activities Coordinator.

**Sponsorship Behind the Walls Program Guidelines.**

Sponsorship Behind the Walls is a component of Regional H & I subcommittee.

### **A. Who is eligible to sponsor:**

- a. Any addict with a working knowledge of the 12 steps is eligible to sponsor an inmate. It is required that the sponsor have 2 (two) year clean
- b. Clean with an NA sponsor and NA homegroup.
- c. Must complete a H and I, and Sponsorship Behind the Walls Program workshop Each term year.
- d. Attendance of Bi-monthly Regional H & I Subcommittee meetings is recommended but not required
- e. Must follow all guidelines and restrictions instituted by the subcommittee.

### **B. Guidelines for Sponsorship Behind the Walls**

- a. All correspondences will occur via mail. No calls or face-to-face meetings between the sponsor-sponsee will occur while the sponsee is incarcerated.
- b. All letters will go through the Regional Office. No personal addresses will be used.

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- c. A pen name should be used by the sponsor to assist with anonymity.
- d. The sponsor will not send any money, products, items, books, etc., to the sponsee. If the sponsee requests literature, the sponsor should notify the Regional Outreach Committee to handle the request.
- e. Upon release from jail, all communications on behalf of the sponsor's position in Sponsorship Behind the Walls will stop. Any further communication is at the discretion of the sponsor and is separate from Regional Outreach.
- f. Sponsorship Behind the Walls can only assist incarcerated individuals within the Tristate Region. Any requests from outside of the region will be referred to the appropriate contact, as possible.
- g. All letters received are reviewed by the Sponsorship Behind the Walls Chairperson and a Welcome letter is sent to the corresponding inmate. Once the inmate responds to the welcome letter they are then assigned a qualified sponsor. If a sponsor is not available within three weeks of the receipt of the reply letter, a second follow-up letter containing step work questions will be sent to ensure a timely reply to the sponsee. Every effort should be made to identify a sponsor right away.
- h. It is a group conscious decision that men sponsor men and women sponsor women. If a request is made for sponsorship outside of these guidelines, it will be a group conscious decision and that the sponsor have 5 years clean, has worked a 4 th Step and have talked with his/her sponsor.
- i. A central database will include a list of all sponsees, their institution, their sponsor, and other information as necessary. It will be updated upon receipt of each new letter.
- j. All outreach will be done at the level of the institution and no inmates will be contacted directly without reaching out to the subcommittee first.
- K. All letters are subject to be reviewed by H&I Subcommittee Chairs.
- l. Sponsees shall not be sponsored by a sponsor who is related or has/have relationships with Sponsee.

### **C. Contact information a.**

A link to contact SBTW is available on the tristate regional office website ([outreach@ t srcna.org](mailto:outreach@tsrcna.org))