

Dear Family Promise of Spokane Family,

November 5, 2020

As a community organization, we strive to do everything we can to preserve the safety and health of our guests, volunteers, staff, and community. **As of March 12th, 2020, we implemented a social distancing plan for Family Promise of Spokane which will continue until further notice.** Please monitor our website for the most up-to-date information. The purpose of this plan is to protect the health of our guests, staff, volunteers, and community as a whole and to play our part to slow the spread of this virus in our community.

Social Distancing Plan - Actions Family Promise is taking:

- 1. Churches:** The Bridges Congregational Rotational Shelter Program (formerly Interfaith Hospitality Network) will be placed on hold until further notice. While our families are not the most at-risk populations for this virus, many of our church volunteers are. In an effort to protect our volunteers and church partners, there will not be families staying in local churches during this time. The guests currently in the Bridges program will shelter in our building on Hartson Avenue.
- 2. Volunteers:** Volunteers remain central to the heart of Family Promise. Although we have suspended normal volunteer operations, specific volunteer activities and events, including Kid's Crew, will continue with increased safety procedures in place. Please go to www.familypromiseofspokane.org/volunteer for more information on our current needs.
- 3. Guests:** We continue to serve the same capacity levels (60 individuals), but in an effort to reduce high concentrations of people in one location, we have relocated some guests to other locations to ensure maximum social distancing. Those most at risk for serious complications are housed at Hartson House. New guests to Family Promise are prematurely quarantined before entering the facility until shown to be COVID-19 negative. Additional safety procedures are in place to isolate symptomatic guests until proven to be COVID-19 negative.
- 4. Interns:** Internship opportunities are limited at this time. Feel free to connect with Emma Hughes (ehughes@familypromiseofspokane.org) with questions you may have about an internship.
- 5. Shelter Staff:** Our amazing staff is our biggest asset as an organization and we want to do everything we can to ensure they and their families stay healthy. Shelter staff members will be given assignments by their supervisors. We intend to have shelter staff at both our Mission and Hartson location 24 hours a day. Our shelter staff that are in a higher risk demographic

will be caring for the families at the Hartson location. Our staff from lower risk demographics will be caring for families at our Mission location. Staff with fevers or who have underlying health restrictions are asked to stay home. Please feel free to contact your supervisor with any questions or concerns you may have.

6. **Administrative and Office Staff:** We are asking all non-essential staff to work remotely when possible. Staff meetings will be moved to an online format. Please monitor your email and Slack closely for further instructions.
7. **Community:** While volunteer opportunities are limited, we need our community now more than ever. Here are three ways you can help:
 - A. Give Financially: This transition will increase costs for Family Promise of Spokane, so your financial support during this time period will be significant. Please feel free to donate online at: <https://www.familypromiseofspokane.org/donate>
 - B. Supply Donations: We rely heavily on donations to provide food and support to our programs. Please consider donating a requested item from our consistently updated list at www.familypromiseofspokane.org/give
 - C. Be Kind and Pray: We ask that you be kind to one another and pray for our neighbors and community during this time.

This is an unprecedented effort, the likes of which I haven't seen before in my lifetime. We have not been given a spirit of fear, but a spirit of hope. Let's provide hope during this time. Together, we can meet this challenge as a community.

Sincerely,

Joe Ader
Executive Director
Family Promise of Spokane