

Nonprofits across the county, state and country are facing unprecedented challenges as a result of the presence of the Corona virus or COVID-19. At Center for Community Justice (CCJ), we are actively engaged in doing our part in keeping staff and clients healthy and safe. As such, we are following guidance and best practices as offered by the Center for Disease Control and Elkhart County Health Department. Taking all of these considerations in mind, we have cancelled all VIP programs until April 9, 2020. Please pay close attention to our website <https://centerforcommunityjustice.org> for updates. In the event that our office is forced to close, please pay close attention to the following;

1. As of today's date March 20, 2020 our offices remain open as normal with a few restrictions.
2. Restitution payments – **In the event that our offices are closed due to COVID-19**, instead of these being made at the main office, please make these payments in the form of a money order and post them to our address which is found at the bottom of this notice.
3. Staff will continue to work remotely from home and will respond to any voicemails left for them on the main office number.
4. VORP and Mediations – All referrals to CCJ will be received by email and staff and all parties will be contacted via telephone/email to set up future dates and times for mediations.
5. Staff/ caseworkers from CCJ will continue to reach out to all parties on their caseload as normal.

We are living in uncertain times and we recognize that the interruption to our normal flow of service to all of our partners and clients is at best inconvenient and at worst completely disruptive. However, the health and safety of our staff, staff families, partners and clients is our priority.

If you need anything during this time, please contact us at 574-295-6149 and leave a message or you can email us at info@centerforcommunityjustice.org and we will get back to you as quickly as possible.

Thank you for your patience and understanding as we navigate these uncertain waters.

Center for Community Justice • 121 S 3rd Street • Elkhart IN 46516.