

ACCESS TO CIVIL JUSTICE

IMMIGRANT JUSTICE

Strategy Description

MOHCD anticipates primarily funding this service strategy through large collaboratives of community-based organizations, with sophisticated referral networks and a high level of organization. There should also be close coordination between different collaboratives. These collaboratives should be able to provide linguistically and culturally competent and humble services to all groups affected by immigration issues.

If single agencies apply to provide services, they should have a clear rationale for doing so, and provide detailed explanation regarding how they will work with established collaboratives to coordinate services and avoid duplication.

Activities funded will include:

1. Prevention activities, including outreach and education

- Legal education workshops, with consultations provided;
- In-depth immigration presentations to high need, specialized populations;
- Train-the-trainer modules;
- Working with key community and City stakeholders to develop materials and information on general immigration topics and services;
- Distributing information on immigration services and legal rights to all affected communities, in the appropriate languages; and
- Outreach and public awareness through events such as Immigrant Family Day and International Migrants Day.

2. Legal services for residents not currently in deportation proceedings, on issues including (but not limited to) asylum (including unaccompanied minors), adjustment of status, family petition, special immigrant legal status, trafficking, T-Visa, U-Visa, deportation and removal defense, Deferred Action for Childhood Arrivals (DACA), and other immigration matters.

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Strategy Description (continued)

- Counseling and advice (i.e., Limited Services) through legal clinics, drop-in office hours, and scheduled appointments;
- Applications and documents processed to obtain legal relief;
- Full representation (i.e., Extended Services) to obtain legal relief; and
- Case management and social services for clients in need of these services, including access to emergency funds for families in crisis.

3. Operation of a 24/7 hotline to serve persons affected by immigration enforcement activities in San Francisco

- Individuals who call the hotline will speak with trained responders and/or paraprofessional volunteers who physically verify each call;
- Hotline responders are dedicated to providing the best service to every caller. Hotline responders are trained to assess the level of individual risk and to determine the appropriate level of service connection for impacted families;
- When the caller needs legal representation, hotline responders connect him/her with an on-call attorney who is available 24 hours a day;
- The main Hotline dispatcher maintains call data, ensures quality assurance and conducts follow-up;
- Volunteers are trained on how to verify immigration enforcement activity and how to respond to the service needs of individuals/families and bystanders; and
- Educational workshops or webinars for City agencies on issues involving individuals affected by enforcement activity.

4. Legal services for people in deportation proceedings

- Immediate consultations for youth or adults facing deportation;
- Case management and social services for clients in need of those services;

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Strategy Description (continued)

- **Legal Representation:** Access to legal counsel, and representation for children, families and individuals going through deportation proceedings in Immigration Court. 100% of cases represented by attorneys and support staff will have access to counsel for the duration of the case;
- **Attorney of the Day:** Participation by all grantees and partner agencies in the Attorney of the Day Program at the Immigration Court;
- **Legal Roundtables:** Monthly collaborative meetings will be held to ensure efficient and effective communication and legal strategies between providers;
- **Hotline Attorney Coverage:** Ensure there is prompt access to high quality legal representation for individuals by providing 24/7 attorney coverage to respond to hotline calls;
- **Annual Report:** Collaboratives will develop an annual report that describes trends, impacts and insights into the immigration legal services landscape of San Francisco; and
- **Implementation of a media strategy:** Directly inform impacted community members of services available. Media strategies may include staff training, preparation for media interviews, tools for press releases and press statements, etc. Additionally, further develop a technology platform to support coordination efforts. Work with local municipalities to analyze trends and develop service strategies.

Legal services are categorized as either Limited Services or Extended Services. Limited Services include: counsel and advice, such as preparing and providing advice to the client, reviewing relevant information, and counseling the client on how to take action to resolve the issue; and limited action, such as services provided to a client that involve the preparation of relatively simple or routine documents and relatively brief interactions with other parties, which could include preparing short letters, drafting routine documents or power of attorney, making a telephone call, or helping a pro per client prepare court or other legal documents.

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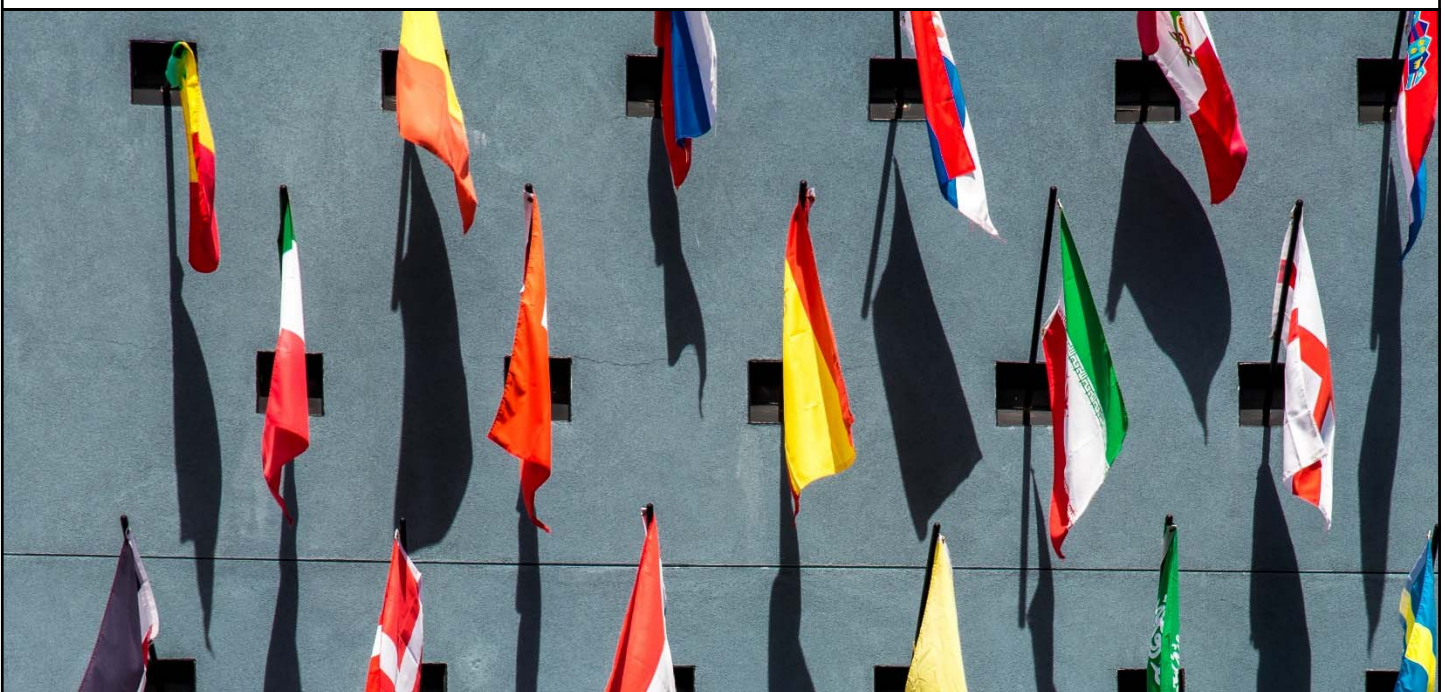
Strategy Description (continued)

Extended Services include: negotiating a settlement with or without litigation; representing a client in court or in an administrative agency; and providing another extensive service, which may include research, preparation of complex legal documents, interaction with third parties on behalf of clients, ongoing assistance to clients, etc.

Benefits in immigration legal matters may include:

- Obtaining asylum or other forms of legal relief;
- Obtaining lawful permanent residency, employment authorization, legal status, or quasi-legal status; and
- Preventing deportation, or obtaining release from immigration custody.

Priority will be given to existing San Francisco-based collaboratives with experience providing these services on behalf of MOHCD.



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Key Metrics

Here are some suggested outcomes to include in your proposal:

Outcome Metric
of legal education workshops provided
of residents who receive a legal consultation
of residents who file applications and documents related to immigration status
of residents engaged in case management and social support services
of residents receiving Limited Services legal assistance
of residents receiving Extended Services legal assistance (including full representation of individuals in Immigration Court)
of residents obtaining asylum or other forms of legal relief
of residents obtaining lawful permanent residency, employment authorization, or other adjustment of legal status
of residents obtaining deportation relief
of residents who are released from immigration custody

Feel free to expand on these, or offer other measures of success in your proposal.

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Applicant Qualifications

- Applicants must be nonprofit organizations whose purpose or mission is to provide free civil legal services to vulnerable populations in San Francisco;
- Applicants must have demonstrated expertise in local, state and federal immigration law; and
- Applicants must have the ability to provide culturally competent and humble legal services or translation in languages needed to serve the target population(s).

