

Legal Services for Special Immigrant Juvenile Status

JIF- Regranting Funds

The Carolyn E. Wylie Center

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Application Form

Question Group

Name of the Organization

The Carolyn E. Wylie Center for Children, Youth & Families

What is the Organization's Mission?

The Carolyn E. Wylie Center for Children, Youth & Families improves the quality of life and enhances family relationships by providing programs for children and the community with compassion and commitment.

Program/Project Name*

Legal Services for Special Immigrant Juvenile Status

Organization Founded*

In what year was organization founded?

01/01/1976

Board Members*

How many board members are currently seated?

11

Board Meetings*

How frequently does the board of directors meet?

10 times a year

Board Minutes*

How are board meeting minutes maintained?

A copy is saved in a binder and an electronic file is backed up daily and backed up offsite weekly.

Contact Person and Information.*

Provide the contact name and information should it be deemed necessary to contact him/her regarding this application.

Mickey Rubinson, CEO

Executive Summary

Provide an executive summary of the program/project, experience and the capacity to provide these services, what is the need that the Organization is proposing to meet, and why these services are needed. (Not to exceed 250 words)

We have partnered with Via to provide legal services to assist 20 undocumented/unaccompanied minors who enter the U.S. without lawful status and are not accompanied by one or both of their parents, who qualify for Special Immigrant Juvenile Status.

Request for Proposal (RFP) Funding Goals*

What is/are the funding goal(s) the organization is addressing listed in the Request for Proposal (RFP)? Check all categories that apply in the following question.

Deportation Support - legal representation and/or other support to keep families intact

List organization's area(s) of focus*

Please check all that apply. For Category B check which service(s) you plan to provide.

Category B: Communications, Deportation Support, and Know Your Rights
Deportation Support

Population Served

Please describe the target population(s). Provide the demographic breakdown of who this program/project will serve. (E.g., families with children, seniors, youth, low-income)

1. Mixed Status Families
2. Unaccompanied Minors
3. Undocumented Immigrants

It is widely known that there is a huge surge at the border of over 4,200 children coming across the border and being detained by Customs and Border Protection (<https://www.cbsnews.com/news/migrant-children-border-patrol-custody-past-legal-limit/?tag=CNM-16-10abd6g>). President Biden is working to address the issue. This is our target population.

This proposal seeks to assist undocumented, unaccompanied children and youth who qualify for Special Immigrant Juvenile Status (SIJS). Specifically, these are children and youth who entered the U.S. without any lawful status and are not accompanied by one or both of their parents. Only those under the age of 21 can qualify for SIJS.

Population group to be served.*

Indicate estimate number to be served in each group.

- a. Number of Youth to be impacted (0 - 18 years)
 - b. Number of Adults to be impacted (19 - 54 years)
 - c. Number of Seniors to be impacted (55 + years)
 - d. Number of Persons that live at or below the federal poverty level
- a. 20, b. 56, c. 10, d. 80

Geographic Area Served*

Please select the cities and communities your program/project will impact.

- All Coachella Valley
- Cathedral City
- Coachella
- Desert Hot Springs
- Indian Wells
- Indio
- Indio Hills
- La Quinta
- Mecca
- North Shore
- Oasis
- Palm Desert
- Palm Springs
- Rancho Mirage
- Thermal
- Thousand Palms

Program/Project*

Please choose from the following:

- Existing Program/Project

Project/Program Objectives, Goals & Anticipated Outcomes

State measurable outcome(s) that will result from the services provided and how they will improve the quality of life for the target population and overall community-at-large. Bullet points are acceptable.

Our plan is simple: to find undocumented, unaccompanied minors in the area and represent them in court to obtain SIJS.

- 1: Locate Children & Youth Who Qualify
- 2: Assemble SIJS Applications
- 3: Provide Legal Representation

The Wylie Center is partnering with VIA, leveraging their staff to serve the most children and youth for the lowest cost. VIA has a team of experienced immigration attorneys who has agreed to provide free or low bono legal consultations and legal representation in these SIJS cases.

Attorney Hadley Bajramovic is a Wylie Center Board Member and the designated Immigration Attorney for the Consulate of Guatemala in San Bernardino. Ms. Bajramovic provides free legal consultations at the Consulate on a weekly basis. Through these consultations and through referrals from the Consulate, Ms. Bajramovic regularly finds youth and minors who qualify for SIJS. Ms. Bajramovic and her support staff will record the qualifying individual's information, which they will share with VIA.

VIA, located at the Wylie Center, will provide legal consultations on site to families and children benefiting from the Wylie Center's services. During these consultations, an experienced immigration attorney will then determine if they are eligible for SIJS.

Jorge Alvarado of the Canyon Children's Legal Services (www.ca-ccls.org) will provide SIJS/Predicate orders and representation on a "limited scope representation" capacity. He will also offer guidance in the guardianship process.

Program/Project Timeline*

Describe the timeline for the program/project including activities to be performed by your organization and partnering organizations if you are collaborating.

SIJS includes 3 major steps which require up to 4 years depending on the availability of the immigrant visa as follows:

1. Obtain predicate orders obtained from Superior Court of California.
2. File predicate orders with form I-360 Petition for Immigrant VISA for Special Juvenile Immigrant Visa with the USCIS.
3. File Application to Adjust Status I-485 with the USCIS when the Immigrant visa becomes available depending on the VISA Bulletin.

Projected Plan

What adjustments have you made to your program and/or service due to the COVID-19 pandemic?

The pandemic has made it much more difficult to reach people. However, with the help of online platforms, such as Zoom, we have found easier methods to connect with clients on a more regular basis. Other online tools have become incredibly useful in transferring information back and forth, and show up rates to meetings has increased.

Partnership/Collaboration*

Identify and describe the responsibilities of the partners and collaborators for this program/project, if applicable.

The Wylie Center is partnering with VIA to find and assist clients. The Immigration Law Offices of Hadley Bajramovic will provide pro bono legal services. Canyon Children's Legal Services will assist with SIJS/Predicate orders.

Evaluation - Qualitative

Describe the methodology that will be used to measure progress towards achieving project outputs and outcomes; include the data collection tools, the measurement timeline, and who will be responsible for monitoring progress and compiling the information required for reporting.

Client surveys and peer review are the two tools that will be used for qualitative evaluation. A questionnaire was designed in consultation with our in-house expert to measure the clients satisfaction with the service. Outside attorneys review a random sample of the cases to measure the quality of the work.

Evaluation - Quantitative

Describe the methodology that will be used to measure progress towards achieving project outputs and outcomes; include the data collection tools, the measurement timeline, and who will be responsible for monitoring progress and compiling the information required for reporting.

Law Logix is the tracking tool that will be used to track the cases selected for processing under this grant. The data on each case will be entered by the staff or attorneys throughout the process. Law Logix tracks everything, start to finish, and keeps a detailed record of all completed and current/ongoing cases. It records the day a case begins, the steps taken along the entire process, notes regarding any issues that come up, forms, documents, dates that documents are mailed, etc. Attorneys can make detailed case notes in each Law Logix profile explaining any additional details. The information will be reported in the aggregate due to client confidentiality.

Evaluation Results*

If you used the listed Evaluation tools before, describe the previous outcome(s).

The surveys have been used to provide valuable feedback to help better structure the program and evaluate how we engage with our clients. Our tracking tools have made it very easy to evaluate where we are with each client and measure outcomes.

Evaluation Expectations*

Describe the expectations regarding the chosen evaluation process and if they have been utilized before.

We have used these evaluation tools for years and find them to be very effective in measuring outcomes and tracking of information for each client.

Evaluator*

Describe if the evaluation process requires the expertise of an outside expert or consultant. If so, how will the services be secured? Provide his/her scope of work.

An outside evaluator is not required.

Internal or External Evaluator

What is the expertise required? Does the Organization have the expertise internally or will the Organization contract or hire the needed expertise?

An outside evaluator is not required for this program as we have an in house expert. We will consult with Patrica Steen PhD, in designing the appropriate tools for this evaluation process. Dr. Steen is the Compliance Analyst for the Office of Research Integrity, University of California Riverside. Her responsibilities include oversight of and support for regulatory compliance programs. Dr. Steen is a Wylie Center board member and will provide consultation at no cost to the agency. The actual hands on gathering to the data will be completed

by a graduate student with an internship at The Wylie Center. The graduate student will have a focus on research as part of their internship.

Funding Request*

How much are you requesting from RAP Foundation?

\$90,000.00

Program/Project Budget

What is your total program/project budget?

\$230,000.00

Organization Budget*

What is your total organization's budget?

\$4,200,000.00

Financial Sustainability

Describe the fund development plan to continue the program/project beyond James Irvine Foundation re-granting funds.

Through volunteers and building a team collaborative effort, resources will be used to continue the project.

Is your organization a member of RAP's Center for Nonprofit Advancement (CNA)?

Yes

Program/Project Name*

Please download the budget template and once it has been filled-out, upload the file.

MASTER-GRANT-JIF BudgetProposal.pdf

Budget Narrative*

Please upload your budget narrative. If collaborating, combine all budget narratives into one.

Budget Narrative.docx