



# DENVER IMMIGRANT LEGAL SERVICES FUND

## ABOUT THE DENVER IMMIGRANT LEGAL SERVICES FUND

On August 31, 2017, Mayor Michael B. Hancock signed Executive Order 142, “Standing with Immigrants and Refugees: A Safe and Welcoming City for all of Denver’s People,” with the the goal of “ensuring all community members the rights and liberties that are guaranteed to them by the constitutions of the United States of America and the State of Colorado.” The order directed the creation of a legal services fund to achieve this goal.

The Denver Immigrant Legal Services Fund was established in March 2018 as a special project fund at The Denver Foundation. Its purpose is to increase legal services to Denver’s immigrant community by providing qualified nonprofit organizations with grants to:

1. Offer direct legal representation to immigrants in detention and/or subject to removal proceedings;
2. Provide affirmative relief to individuals seeking help with Deferred Action for Childhood Arrivals (DACA) and various visa programs; and/or
3. Support capacity building or other innovative projects to help organizations increase the pool of pro bono or low bono immigration attorneys available to represent immigrants.

The fund is managed by The Denver Foundation in partnership with a community advisory board composed of representatives from the Denver Mayor’s Office, Denver City Council, Colorado Lawyers Committee, immigrant rights groups, and The Denver Foundation.

The Fund will provide grants to 501(c)3 nonprofit organizations in good standing with the IRS and the State of Colorado.

## THE ROLE OF THE DENVER FOUNDATION

The mission of The Denver Foundation is to inspire people and mobilize resources to strengthen our community. The Denver Foundation is a 501(c)(3) nonprofit organization. You can learn more about The Denver Foundation at [denverfoundation.org](http://denverfoundation.org).

## GRANT CATEGORIES

The Denver Immigrant Legal Services Fund Advisory Board established the following three funding priorities:

CATEGORY	DESCRIPTION
<b>CATEGORY 1</b> Removal defense for individuals who are detained at the Aurora Detention Facility and those released from the facility who have cases pending in Denver Immigration Court.	Defense includes high-quality representation at all stages of immigration court proceedings, including master calendar hearings and bond hearings, detained removal, non-detained removal after release, Board and Immigrations Appeals (BIA), remands from the BIA, and state court proceedings related to immigration relief, transfer of venue proceedings for transfer to Denver Immigration Court, collateral proceedings incident to removal defense, and any costs associated with defense.
<b>CATEGORY 2</b> Affirmative relief and removal defense for people not in detention.	Affirmative relief includes legal screening, consultation and representation for individuals seeking assistance with DACA, Special Immigrant Juvenile (SIJS), asylum, U visas and T visas, Violence Against Women Act (VAWA) protections, family and labor petitions, and naturalization. Support can also be used for consultations for individuals whose Temporary Protected Status (TPS) is being terminated to determine if they are eligible for a different type of relief, or, to defend TPS revocation in Immigration Court.
<b>CATEGORY 3</b> Building capacity for direct legal representation.	<ul style="list-style-type: none"><li>• Expanding the pool of pro bono immigration attorneys</li><li>• Expanding the pool of “low bono” immigration attorneys</li><li>• The use of law school clinics and law students to provide assistance to immigrants</li><li>• Other innovative projects that increase legal representation for immigrants</li></ul>

## GRANT APPLICATION DETAILS

### ELIGIBILITY REQUIREMENTS

Funds may only be used to support individuals who meet the following criteria:

- Are residents of the City and County of Denver (a “resident” is an individual living in the State of Colorado who can verify his or her presence in the City and County of Denver for at least 60 days).
- Have a household income that does not exceed 200% of the federal poverty guidelines.
- Present with viable claims, or need advice of counsel, or are offered removal defense representation without an initial screening based on eligibility for relief. Services can also be offered to individuals for affirmative relief or defense from removal.
- Those facing removal proceedings should be individuals facing an immigration court proceeding.

### WHO CAN APPLY?

Nonprofit groups based in the Denver area with 501(c)3 status in good standing with the IRS and State of Colorado with:

- Demonstrated knowledge of the Denver immigrant community, including populations that are most vulnerable to immigration enforcement action (e.g., arrest, detention and removal).
- Strong working relationships with a diverse network of community-based organizations, legal service providers, and faith-based institutions that have direct contact with immigrants.

- Previous experience and capacity to collaborate with key partners, such as legal services providers, law firms, bar associations, and private attorneys to promote greater access to legal services.

#### **FOR THOSE APPLYING IN CATEGORY 1, APPLICANTS MUST:**

- Demonstrate a strong record of providing high-quality legal representation to immigrants facing removal.
- Have licensed attorneys with immigration law expertise on staff or under contract who will directly provide the services described in this application. Demonstrate that all professionals (attorneys, BIA-accredited representatives, social workers, etc.) involved in providing services under this contract have the appropriate professional licenses and are in good standing professionally.
- Demonstrate the ability to consult with/represent clients in the Aurora Detention Center.

#### **FOR ORGANIZATIONS APPLYING IN CATEGORY 2 AND CATEGORY 3:**

- Applicants must demonstrate a history of working with the prioritized populations. Organizations with prior experience providing similar services will be given priority.

## **APPLICATION DATES AND REVIEW TIMELINE**

- **Application deadline: October 14, 2020 at 5 p.m.**
- The review process is expected to take place within a 4-6 week period. All proposals will be initially screened by The Denver Foundation for completeness and eligibility. Incomplete applications will not be considered. The Denver Foundation staff may contact applicants to request additional information as needed. The Denver Immigrant Legal Services Advisory Board will recommend final selections.

## **APPLICATION INSTRUCTIONS**

Groups should apply through The Denver Foundation's online grant application system.

- **You will need to register online to submit an application. Registration takes up to two business days. Please register as soon as you think you might apply.**
- Information about the online application process is available at: <http://www.denverfoundation.org/Nonprofits/Apply-for-a-Grant/Online-Grant-Application-Overview>.
- If you are unable to use the online system, please call 303.300.1790 and ask to speak to a grants manager. We will work to accommodate your organization.
- The grant application requires attachments. These must be in PDF format. The application includes instructions on how to save documents in this format.

#### **WE DO NOT FUND THE FOLLOWING:**

- Capital campaigns
- Building endowments or reserve funds
- Membership campaigns
- Special events or sponsorships
- Retroactive funding, i.e., activities, projects, or programs that will be completed before funding becomes available
- Debt retirement
- Grants directly to individuals
- Grants for re-granting purposes
- Multi-year funding requests
- Conferences, symposia, and related travel
- Organizations that do not comply with The Denver Foundation's anti-discriminatory statement
- Grants for medical, scientific, or academic research
- Grants that further political doctrine or religious activities
- Scholarship (please visit [denverfoundation.org](http://denverfoundation.org) for more information on scholarships administered by the Foundation)
- Grants to parochial or religious schools
- Requests from schools (e.g., individual public schools, departments or programs of universities or colleges, or organizations that raise money for individual public schools) that have not coordinated the request with their central school district, university administration, or fundraising arm



## FINAL REPORT

A shorter mid-year report is due six months after award. A final report is due one year after award and must include documentation of the following

- Number of clients represented.
- Client demographics (ages, national origin, language(s) spoken, etc.) if available.
- Place of residence of the client.
- Number of hours spent (or average hours per case).
- Status/Outcomes of the case or the hearing (when available).
- Individual or organizational stories of impact.
- Unmet need, how many individuals that are eligible for services are turned away due to lack of capacity.

If you have questions about the Denver Immigrant Legal Services Fund,  
please call The Denver Foundation at 303.300.1790.



THE DENVER FOUNDATION

The Denver Foundation  
1009 Grant Street Denver,  
Colorado 80203  
303.300.1790  
[denverfoundation.org](http://denverfoundation.org)