



# The Denver Immigrant Legal Services Fund

*Limited Legal Fellowship Program*

## 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 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. In response to additional unmet needs in both removal defense and affirmative representation in the community, a two-year funding opportunity was created to provide funding for nonprofits to add one additional qualified, community-focused immigration attorney fellow and dedicated paralegal for 1 year with eligibility to renew for a second year. Funding for this fellowship can also include funds to assist with representation-related fees such as filing fees, paying for expert reports for asylum cases, or covering the costs of language interpretation.

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](https://denverfoundation.org).

## GRANT DETAILS

### Legal Fellow/Paralegal

Funds can be utilized for an existing legal fellow and dedicated paralegal or new legal fellow and dedicated paralegal. The cases addressed by the legal fellow and paralegal can only be used to provide the following representation:

- **Removal Defense:** Removal defense for individuals who are detained at the Aurora Detention Facility and those released from the facility who have cases pending at the Denver Immigration Court or are non-detained but in removal proceedings at the Denver Immigration Court.
  - Removal 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, other collateral proceedings incident to removal defense, and any costs associated with defense.
- **Affirmative relief**
  - 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, Temporary Protected Status (TPS), family and labor petitions, naturalization, and/or other forms of affirmative relief.
- **Representation-Related Fees**
  - Funding for this legal fellowship may include a request for funding to assist in the course of their representation, including legal resources and/or scholarships to help with paying filing and other representation related application fees. Funding requested to be utilized for legal resources, scholarships for legal fees or other application fees must be directly related to and correlate to the cases proposed to be represented. For example, 10 cases = \$500 per case for interpretation or filing fees. Note: Any current DILSF grantee may also apply for funding to assist clients with legal resources and/or scholarships to help for paying filing and other representation related application fees in the course of their currently funded representation.

## 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 and refugees.
- 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.
- Nonprofits with a current DILSF grant are eligible to apply. Current grantees can apply for a legal fellow and paralegal and/or apply for representation-related fees related to currently funded representation.

## TIMELINE

**Application Open: March 21      Application Closes: April 11**

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.

The Denver Immigrant Legal Services Fund will continue to provide a Fall grant cycle in the areas of Direct Legal Representation, Affirmative Relief, and Increasing Pro Bono/Low Bono Immigration Attorneys.

## APPLICATION INSTRUCTIONS

Before applying, you will need to register for [TDF Grant Manager](#), our new online grant application portal. For instructions on how to register, [visit our website](#). Additional information about The Denver Foundation's grants process can be found in our [Grants FAQ](#).

## REPORTING

A mid-year report is due six-months after award. A final report is due one year after the award. The final report will serve as the renewal request for the second year of funding. If awarded, The Denver Foundation will provide a case documentation and tracking spreadsheet that must be used and submitted for mid-year and final reporting.

Documentation will include:

- Number of clients represented
- Case types
- Detained versus non-detained
- Status/outcomes of the case or hearing
- Individual stories of impact
- Unmet need, how many individuals are eligible for services are turned away due to lack of capacity.

*Questions about the Denver Immigrant Legal Services Fund? Please call The Denver Foundation at 303.300.1790.*



The Denver Foundation

1009 Grant Street

Denver, CO 80203

[denverfoundation.org](http://denverfoundation.org)