



Gallogly Family Foundation Grant Application

Organization Information

Catholic Charities of Central Texas

Name of organization

Legal name, if different

1625 Rutherford Lane

Austin, TX 78754

74-2928450

Address

City, State, Zip

Employer Identification Number (EIN)

512-651-6100

512-651-6101

www.ccctx.org

Phone

Fax

Website

Annie Chavez

Associate Director of Grant Management

Name of contact person

Title

Phone

E-mail

Is your organization an IRS 501(c)(3) not-for-profit? Yes No

If no, is your organization a public agency/unit of government? Yes No

If no, check with funder for details on using fiscal agents, and list name and address of fiscal agent:

Fiscal agent's EIN number

Proposal Information

Please give a 2-3 sentence summary of request:

Catholic Charities of Central Texas respectfully requests the Gallogly Family Foundation's consideration of a grant to support the operation of our Immigration Legal Services program as we work to keep families together and safe. Funds will be used to support the salary and a portion of the benefits for one existing staff attorney.

Population served:

Immigrants living at 200% of the federal poverty level or below with special emphasis on women, children, and victims of crime.

Geographic area served:

We serve 25 counties in Central Texas and have office locations in Austin and Bryan.

Project dates (if applicable): _____

Fiscal year end: June 30, 2016

Budget

Dollar amount requested:

\$ _____

Total current annual organization budget:

\$ _____

Total current program budget:

\$ _____

Income and Expenses (based on last fiscal year)

Total Income:

Major Income Categories

Government Sources:

\$ [REDACTED]

Contributions from Private Sources:

\$ [REDACTED]

Other:

\$ [REDACTED]

Total Expenses:

Major Expenses Categories

Program Services:

\$ [REDACTED]

Fundraising and Financial Development:

\$ [REDACTED]

Administrative and General Office:

\$ [REDACTED]

Authorization

Name of Executive Director or other
authorizing official:

Sara Ramirez

Signature:

Catholic Charities of Central Texas

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I. Organization Information

Catholic Charities of Central Texas (CCCTX) is a member of one of the largest social service networks in the United States, Catholic Charities USA. Since 1999, CCCTX has worked to meet the needs of the most vulnerable members of our community in order to strengthen families across a 25 county region. We are committed to our mission: People of faith serving anyone in need by strengthening families and promoting respect for human dignity and life.

Our goal is to end poverty in our community by breaking the cycle of financial, educational, and social deficits for the working poor. Services are provided with empathy and respect for each person and are open to all in need regardless of race, religion, socioeconomic status, ethnicity, or national origin. We promote social justice for all and work towards systemic changes. We operate with integrity and the highest professional standards. We are good stewards of our resources utilizing donations and volunteers in an accountable manner.

We offer five innovative programs across our service region. Last year, we served 14,981 individuals and families in our programs – a 50% increase over the prior year.

Counseling Services – We provide high quality mental health services on a sliding fee scale for children, adults, couples, and families. We offer counseling in multiple languages and provide education to the community on the importance of mental health.

Disaster Response – We respond to disasters by distributing donated funds to local agencies and individuals, providing manpower and assisting in direct relief and recovery services. After the Memorial Day floods this year, we served more than 3,000 individuals – providing 1,096 nights of shelter and over \$71,000 in gift cards for emergency assistance.

Financial Stability – We provide long-term comprehensive case management services to assist families in developing and implementing a recovery plan to stabilize their household and achieve economic self-sufficiency. Last year, 64% of those who were homeless exited our program housing stable.

Gabriel Project Life Center – Through education and mentoring for their mothers and fathers, 613 babies were given a healthy start at life last year. We provide a variety of services to women and men until their child is one year of age, including pregnancy and parenting classes, mentoring, material assistance, emotional support, and referral services.

Immigration Legal Services – We provide legal assistance to individuals and families eligible to apply for immigration benefits with a focus on family reunification. We assist families with citizenship and integration services, humanitarian relief, temporary protected status, as well as services for victims of domestic violence and human trafficking. Last year, our Immigration Legal Services program maintained a 98% application approval rating in their work to keep families together and safe.

We know that in order to solve complex problems, collaborative work is essential. That is why we work with hundreds of community partners as we seek to move families out of poverty and set them on a course of stability. We actively engage with other area nonprofits to work toward community-based solutions. Our Executive Director is the board chair for the Austin/Travis County & Williamson County Emergency Food & Shelter Program, which supports nonprofit and governmental organizations that

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serve the hungry and homeless. We are a participant in the Community Advancement Network, a partnership of governmental, nonprofit, private, and faith-based organizations which seeks to improve social, health, educational and economic opportunities in the community. We are members of One Voice Central Texas, a coalition of the leadership of over 85 nonprofit health and human service organizations that work together to communicate the human service needs of the Austin community to policy makers and the public and to support fellow member organizations. Due to our work in immigration and counseling, CCCTX was recently invited to be on the Austin Human Trafficking Task Force, which is comprised of government, law enforcement, and nonprofit representatives.

Our Board of Directors is made up of 14 community members who are responsible for sound governance to increase our viability and sustainability. CCCTX staff includes 33 full-time employees, 2 part-time employees and 5 interns. We have a contracted partnership with the Diocese of Austin for our human resources, IT, and accounting services. Last year, 355 individuals volunteered with CCCTX for a total of 18,697 hours. The value of this volunteer work to the agency was \$461,068. In fiscal year 2015, CCCTX received ██████████ from federated campaigns (namely Local Independent Charities of America, United Way, and the Combined Federal Campaign), and approximately 9% of our operating budget came from government sources.

II. Purpose of Grant

Situation

Central Texas has one of the fastest growing immigrant populations in the U.S. In fact, CCCTX's 25 county service region is ranked 13 out of 194 Catholic Charities service regions across the United States for the largest immigrant population. Nearly one out of four Texas children lives in a household in which at least one parent is not a citizen. Since many immigrant households have only one legally authorized worker, families often struggle to make ends meet.

Sadly, unqualified individuals who call themselves notaries (exploiting the meaning of *notario*, a word that indicates legal credentials in Latin America) prey on this vulnerable population and charge exorbitant amounts to file immigration paper work, often incorrectly or fraudulently. Across Texas, families are at risk of separation due to deportation, which is detrimental to the welfare of our entire community.

In addition to their legal needs, the clients we see in Immigration Legal Services typically have mental health needs due to being a victim of a crime, missing the love of a family member or being marginalized due to their undocumented status. Mental health challenges (i.e. anxiety, depression, PTSD, substance abuse, thoughts of suicide, and severe mental illness) are exacerbated by the stress inducing process of immigration during which time individuals are separated from familiar customs and family. There are several groups in Austin that offer either immigration legal services or mental health services to indigent immigrants, but few that offer both like CCCTX. We can easily identify and work



Staff attorney Joseph Muller meets with a client during a DACA workshop.

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across disciplines to provide as many resources to the immigrant community as possible. As a trusted service provider in the Central Texas community, CCCTX makes it a priority to remove as many barriers to our services as possible through reduced costs and a non-judgmental atmosphere.

Activities

Since 2002, Catholic Charities Immigration Legal Services (ILS) has provided low-cost legal representation in the areas of family-based immigration, self-petitions and special programs. The ILS program is accredited by the Board of Immigration Appeals (BIA) and has expanded from two BIA accredited representatives to a staff of eleven persons that provide top quality legal services. Our excellent case work has resulted in over a 95% success rate for filed cases the last three years. Our attorneys and BIA representatives each assist over 200 immigrants a year by providing consultations regarding any immigration benefits that may be available to them. Last year, CCCTX provided hope to 1,269 individuals in ILS. Most have had difficulty applying for immigration benefits due to economic hardship and the lack of low-cost immigration legal service providers in the Austin and Bryan areas.

Our ultimate goal is to keep families together and safe. We provide legal representation to those seeking permanent residency, naturalization, adjustment of status, asylum, and assist unaccompanied minors with securing Special Immigrant Juvenile Status. The most frequent cases with which we assist are for Deferred Action for Childhood Arrivals (DACA), which allows some undocumented immigrants who entered the country before their 16th birthday and before June 2007 to receive a renewable two-year work permit and exemption from deportation. We also provide special assistance to immigrant survivors of domestic violence and other violent crimes.



BIA accredited representative Guadalupe Rios works with a pro bono volunteer from the University of Texas School of Law.

In addition to legal assistance, we conduct Immigration 101 sessions at libraries and churches throughout the community to educate immigrants on the benefits for which they may be eligible and the process for accessing those benefits. Our staff regularly engage in outreach programs that not only educate immigrants in the community but community partners as well. By keeping our partners informed on immigration and our services, they are able to act as additional liaisons with the immigrant community.

Those who come to us for help have hope for their futures, want to be contributing members of society, and do not want to live in fear. As a multi-service organization, we can determine if families seeking legal services also need counseling, financial or material assistance, or other services during our comprehensive intake process. The area of immigration law we practice lends itself to persons that are in need of counseling, which we can provide directly on site at Catholic Charities Counseling Services. Our Counseling Services staff are also able to assist with the legal process by conducting low cost psychological evaluations for persons seeking benefits due to an asylum claim or being victimized.

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CCCTX is committed to providing high-quality, low-cost immigration legal services. Our client fee schedule is a fraction of the cost that it actually takes to provide the services. We keep fees nominal (15-20% of a private immigration attorney), so that families in need can access services. Our clients are generally at or below 200% of the federal poverty level and are often the working poor. These are individuals who work full-time, minimum wage jobs, but still do not have enough to meet their basic needs such as food, clothing and shelter. We have two office locations in Austin and Bryan and offer immigration legal services in both locations.

The main challenge for any potential client to access our services is our hours of operation. Our office is currently open Monday through Friday from 8:30 am to 5:00 pm. Many of our clients work during these hours and must sacrifice a few hours, or an entire day, of wages to attend a consultation. In order to combat this problem, we have created weekend consultation workshops where clients have the option of making an appointment for a consultation at a designated parish in the Diocese of Austin. In addition to the consultation workshops, ILS will soon designate a BIA accredited representative to take afterhours appointments for consultations. The other significant obstacle is the cost of our service. Though our legal fees are well below the average cost of a private attorney, many of our clients still struggle to pay for the service they require.

Funding from the Gallogly Family Foundation will allow us to keep our prices as low as possible, and CCCTX will continue to offer payment plans to clients so that the maximum number of persons possible can receive assistance. CCCTX respectfully requests the Gallogly Family Foundation's consideration of a \$ [REDACTED] grant to support the operation of our Immigration Legal Services. Funds will be used to support the salary and a portion of the benefits for existing one staff attorney. Our fiscal year runs from July 1 to June 30, and we evaluate outputs and outcomes for the program for the same time frame.



Staff attorney Hannah Silk Kapasi (right) with a client at her naturalization ceremony.

In 2014, CCCTX began hosting bi-monthly lunch-and-learn events called CC101 to engage community members in our mission. We invite attorneys to this event and follow up with them to gauge their interest in volunteering with us. The support of pro bono attorneys is essential for immigration workshops hosted by CCCTX. We recruit pro bono attorneys from the American Immigration Lawyers Association. We also request pro bono support through press releases. For example, with the influx of unaccompanied minors during the summer of 2014, CCCTX put out a call to action through local media outlets to ask for the support of attorneys with the SIJ cases. Additionally, we ask University of Texas law students to serve as pro bono law clerks and encourage them to provide pro bono support once they become attorneys. Our director of Immigration Legal Services is also involved with the Austin Young Lawyer's Association and reaches out to them when pro bono supported is needed.

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Catholic Charities of Central Texas has a strong commitment to ensuring that Immigration Legal Services are available for people who come to us for help. Since the inception of the program in 2002, the program has been funded through client fees, general agency revenue and individual donations. Our fundraising model has a proven track record of success in securing five-year pledges from individuals, which provides significant benefits to the organization's sustainability. For fiscal year 2016, we increased the department's fundraising goal by \$ [REDACTED] due to success with a new mission-based fundraising model for sustainability. Through this model, we anticipate growing our fundraising budget annually at a rate of 8-10%, which allows us the flexibility to pursue our mission. Much of this increase is directly related to five-year pledges by individuals. In 2015, we secured [REDACTED] new multi-year donors for a total value of \$ [REDACTED]. We project that our multi-year donor society will grow at an average of [REDACTED] new donors annually.

If ILS produced a higher level of revenue than expected, we would be able to decrease our reliance on funding from donors and expand our services even further. For example, ILS could deposit the surplus revenue in a hardship account that would allow us to serve those clients who lack any funds to access our services. If revenue were less than expected, our plans for future growth would have to be tempered or delayed until the revenue increased or we re-structured the program.

III. Evaluation

Goals for Immigration Legal Services for fiscal year 2016 include:

1. 1,200 unduplicated individuals served through consultation services;
2. 270 out of 300 applications filed for Deferred Action for Childhood Arrivals will be approved by the Board of Immigration;
3. 22 out of 25 applications filed for immigration benefits on behalf of victims of crime will be approved by the Board of Immigration;
4. 90% of all submitted applications will be approved by the Board of Immigration.

ILS uses an electronic case management system called LawLogix in order to track the status of cases and generate reports on program outputs and outcomes. The director of ILS is responsible for generating reports. Since we began using LawLogix in 2007, the reporting has been excellent, and we are able to provide several different types of data internally and to external constituents with minimal preparation time. Using LawLogix, we can identify case timing issues, underserved populations, and too small or large of a caseload for each attorney and BIA accredited representative.

ILS staff members meet every month on an individual basis with the director of Immigration Legal Services at touchpoints to discuss and determine effective strategies for each individual. ILS also meets as a team once a month to discuss any macro issues together in order to find solutions to ongoing problems. The director of ILS is responsible for overseeing any corrective actions and develops the solutions to any issues after gathering all the input and information necessary from the team. The director then reports to the executive director to ensure the corrective actions are being implemented in an effective and efficient way.

CCCTX produces an annual report and four newsletters each year in order to share the results of our projects with donors, community partners, government officials, and other key constituencies. We share

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content regarding our services and results each month with the 127 parishes in our service regions so that they may use it in their weekly church bulletins. Last year, over 400 individuals attended our annual fundraiser, Creating Hope, at which our mission, activities, and results are highlighted. This year, we anticipate over 600 guests in attendance.

At CCCTX, we have the opportunity to share the results and strategies for our programs with the 164 member agencies in the Catholic Charities USA network. We gather at an annual conference and also serve as resources for each other throughout the year. We seek to be a thought leader and innovator in all of our programs and are keen to share our strategies for success.

Conclusion

We believe in the dignity of every person. We believe that strengthening families strengthens our community. With your partnership, we can continue to keep Central Texas families together and safe by helping them access the immigration benefits for which they are eligible by law. Should you have any questions or wish to schedule a site visit, please contact Annie Chavez, Associate Director of Grant Management at [REDACTED]. Thank you for your consideration of this request.