

Emergency Family Planning Toolkit for Families At Risk of Separation

V4.0



www.forwardlatino.org
(833)LAT-INO1

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LATINO
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Letter of Support & Toolkit Overview

Dear Community Member,

Forward Latino is pleased to share this **Family Planning Toolkit** with you during this challenging time for our community. Forward Latino is here to support you and your family.



As a national organization with members and affiliates across 29 states, we have seen firsthand the stress and uncertainty many families are experiencing. This toolkit was created to help families prepare for the possibility of detention or separation, and to ensure everyone understands and can exercise their constitutional rights.

This toolkit includes:

1. Family Planning To-Do List

A checklist of important steps that families at risk should complete in advance of any possible separation or detention.

2. What to Do If Detained & How to Locate a Loved One in Detention

Practical guidance to help you preserve your rights, protect your loved ones, and locate family members if detention occurs, without increasing risk to yourself or others.

3. Constitutional Rights Cards (English/Spanish)

Bilingual, fold-over wallet cards that explain your rights and can be shown to immigration officials to help you assert your protections under the U.S. Constitution.

4. Power of Attorney (PoA) for Finance & Property

A legal document that allows you to name a trusted person as your agent to manage your financial and property matters if you are unable to do so.

5. Power of Attorney for Delegating Parental Power

A legal document that allows you to temporarily name a trusted adult as your agent to care for and make legal decisions regarding your child's welfare if you are separated for an extended period of time.

We strongly encourage every family at risk of separation to review this toolkit carefully and complete the recommended steps as soon as possible. Please note: this toolkit is meant to help you prepare, but it does not replace legal advice. We still recommend speaking with an immigration attorney and/or family planning attorney about your specific situation.

If you have questions or need assistance, please contact Forward Latino at **(833) LAT-INO1** or visit www.forwardlatino.org.

Thank you, and God bless.

Darryl D. Morin
National President



Family Planning To-Do List

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The following is a list of tasks all individuals at risk of separation from their family should complete immediately.

1. Establish your emergency contact and create a family plan

- Your Emergency Contact should be someone lawfully present in the United States if possible, has a mobile phone and is readily available 24 hours a day.
- Your family plan should detail actions your family should take should separation occur.

2. Organize all your immigration-related documents

- Organize all of your documents, including your visa, passport, green card, birth certificate, work permits, and any other immigration related papers.
- Keep copies of all your documents in a safe place and share copies with your immigration attorney.

3. Establish a relationship with a licensed immigration attorney that provides removal defense services.

- Review your immigration situation to determine if there is a pathway to legalization.
- Review methods to contact attorney should separation occur after hours.
- Review your legal rights.
- Provide copies of your immigration-related documents
- Memorize your immigration attorney's phone number as mobile phones are frequently removed from individuals in detention.

4. Establish a Power of Attorney(s) to manage your personal affairs.

- A Power of Attorney for Finance & Property will allow your agent to make decision on your behalf as detailed in the form.
- A Power of Attorney for Delegating Parental Power will allow your agent to make decisions for your children as detailed in the form.
- Agents must be 18 years or older and competent. It is recommended that they be lawfully present in the United States.
- While Power of Attorney forms do not need to be notarized, we recommend doing so if possible.

5. Avoid Criminal Activity and contact with those engaged in criminal activity.

- Adhere to all laws and avoid any actions or individuals engaged in such actions that could lead to interactions with law enforcement. With recent changes, even minor offenses can impact your immigration status.
- If arrested for a crime, consult with both your criminal and immigration attorneys before accepting any plea deals or signing any legal agreements as it might impact your immigration status.

6. Plan Financially

Ensure you have access to funds to cover legal fees, possible bonds and fines, and other expenses related to your case. Consider setting up a separate savings account for these purposes.



What To Do If Detained & How to Locate A Loved One In Detention

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What to do if you are detained:

1. Stay calm and follow instructions, but do not sign legal documents without having them reviewed by your attorney.
2. If you are lawfully present in the United States or are a citizen, notify the agents immediately.
3. Exercise your right to remain silent. You must however provide your name when asked.
4. You have the right to refuse to sign any form until it is reviewed by your immigration attorney.
5. Notify the officer immigration agent if you are the primary caregiver to a child or have a medical condition that requires medication or medical care, or are pregnant.
6. During detention processing and intake, write down the name and phone number of your case officer and your Alien Registration Number (A-Number). If you do not already have an A-number, you will be assigned one. Share this information with your Emergency Contact. It will assist them in locating you should you be moved to a different detention facility.
7. Do not lie or give false information as this could be a criminal act and/or worsen your situation.
8. Officials are required to allow you to call a family member or attorney. If they do not offer this, it is your right to ask for your call. Please remember calls between you and your attorney are privileged, however any calls to family members or friends are not and information from those conversations can be used against you.
9. Contact your Emergency Contact and provide them the name and phone number for your case officer and you're A-Number.
10. If you are afraid to return to your home country, say so loudly and clearly to every agent you see. If you do not say you are scared, they may deport you without giving you a chance to see a judge or ask for asylum.

What to do if a family member is detained:

1. Notify the detainee's immigration attorney and consulate immediately.
2. Implement your family plan
3. If the detainee has been moved, there are two main ways to locate them.
 - Online option: Go to <https://locator.ice.gov/odls/#/search>
 - Phone option (limited hours): Call (888)351-4024
- 4. To find immigration court information, go to: <https://acis.eoir.justice.gov/en/> or call 1-800-898-7180.
5. You can check for outstanding removal orders or prior deportations by an immigration judge at: <https://acis.eoir.justice.gov/en/>



Constitutional Rights Cards for Citizens & Immigrants

v4.0



DERECHOS CONSTITUCIONALES

NO LE ABRA LA PUERTA a un agente de inmigración a menos que tenga una orden firmada por un juez. Si no es así, no abra la puerta.

NO CONTESTE NINGUNA PREGUNTA de un agente de inmigración si el trata de hablar con usted. Tiene derecho a permanecer en silencio o hablar con su abogado.

NO FIRME NADA sin antes hablar con un abogado. Usted tiene el derecho de hablar con un abogado.

SI ESTÁ CONDUCIENDO Y LO DETIENEN, el oficial puede exigirle que muestre su licencia, el registro del vehículo y un comprobante de seguro, pero no tiene que responder preguntas sobre su estado migratorio.

SI USTED ESTÁ AFUERA DE SU CASA, pregunte al agente si es libre para irse y si dice que sí, vágase con tranquilidad.

Números de teléfono:

Abogado: _____ Consulado: _____
www.forwardlatinoespanol.org (833)LAT-INO1



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CONSTITUTIONAL RIGHTS

DO NOT OPEN THE DOOR if an immigration agent is knocking on the door unless they have a warrant signed by a judge. If they do not, do not open the door.

DO NOT ANSWER ANY QUESTIONS from an immigration agent if he tries to talk to you. You have the right to remain silent or talk to your attorney.

DO NOT SIGN ANYTHING without first talking to an attorney. You have the right to talk to an attorney.

IF YOU ARE DRIVING AND ARE STOPPED, the officer may require you to show your license, vehicle registration, and proof of insurance, but you do not have to answer questions about your immigration status.

IF YOU ARE OUTSIDE YOUR HOME, ask the agent if you are free to leave and if he or she says yes, leave quietly.

Phone Numbers:

Attorney: _____ Consulate: _____
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