

LETTER OF AGREEMENT

**ON INITIATIVES TO PROMOTE CITIZENSHIP AWARENESS, EDUCATION,
OUTREACH, AND CIVIC PARTICIPATION IN NASHVILLE**

BETWEEN

**THE OFFICE OF THE MAYOR OF THE METROPOLITAN GOVERNMENT OF
NASHVILLE AND DAVIDSON COUNTY**

AND

U.S. CITIZENSHIP AND IMMIGRATION SERVICES

This Letter of Agreement (LOA) is entered into by and between the Office of the Mayor of the Metropolitan Government of Nashville and Davidson County (Office of the Mayor) and U.S. Citizenship and Immigration Services (USCIS) (hereinafter, "Parties") to promote citizenship awareness, education, outreach, and civic participation in Nashville.

WHEREAS, the United States of America is a nation of immigrants;

WHEREAS, Nashville has a fast-growing immigrant population with 11.9 percent of the current population being foreign-born;

WHEREAS, the Office of the Mayor recognizes that immigrants enrich Nashville, its economy, and way of life and the Parties seek to provide immigrants with the tools they need to succeed and integrate into the community;

WHEREAS, the Parties are committed to the ideals of a robust and inclusive democracy and support the principle that America gains when immigrants understand the naturalization process, are aware of citizenship rights and responsibilities, learn English, and are afforded expanded opportunities for civic participation.

NOW, THEREFORE, BE IT AGREED THAT:

- I. The Parties recognize that there is a need in Nashville to provide accurate and frequent information about the immigration and naturalization process and to highlight the importance of immigrants becoming fully vested, participating members of the community. Therefore, the Parties will work together to distribute educational literature and other related materials that promote and highlight the benefits and responsibilities of U.S. citizenship;
- II. The Office of the Mayor, through its own outreach and numerous Metro departments, regularly comes into contact with residents who are eligible or will soon become eligible to apply for naturalization. Therefore, the Office of the Mayor agrees to provide information from USCIS on the naturalization process, or to guide residents on how to obtain such information, at some of Nashville's public points of contact, including selected public library branches and Parks Department community centers. USCIS will provide relevant training on citizenship and the naturalization process and available educational resources to selected public librarians and Parks Department staff to help them provide accurate information and resources to immigrant patrons;
- III. The Parties recognize that the delivery of accurate and current information regarding the naturalization process is a critical element of successfully promoting citizenship awareness to the eligible population. Therefore, the Parties will work together to co-sponsor a series of naturalization information sessions. These information sessions shall be based on USCIS information resources. As necessary and feasible, the Office of the Mayor will make available municipal facilities for these information sessions;
- IV. Recognizing the importance and effectiveness of the Internet for disseminating information, USCIS will provide the Office of the Mayor with information on USCIS web-based resources for the Metropolitan Government of Nashville and Davidson County website;
- V. The Parties recognize that community outreach and involvement is a critical component of a successful program. Therefore, the Parties will work together to publicize their efforts and to promote a community-wide approach to immigrant integration. The Office of the Mayor, when feasible, will provide dedicated air time on Metro 3, its public-access television station, to broadcast USCIS citizenship-related content such as short educational videos and public service announcements. USCIS will provide the Office of the Mayor with this content;
- VI. The Parties recognize it is necessary to equip applicants with the knowledge and tools they need to make informed decisions concerning the immigration and naturalization process and identify credible sources of information and support. It is also necessary to provide applicants with information on the Unauthorized Practice of Immigration Law (UPIIL) and how to recognize potential immigration services scams. Therefore,

the parties will distribute information on the naturalization process and UPIL to residents of Nashville through the Parties' websites and at municipal facilities;

- VII. Recognizing the value of increasing public understanding of the naturalization process, the Parties will work together to hold naturalization oath ceremonies at prominent Nashville venues as allowed by the U.S. District Court;
- VIII. Recognizing that the success of these efforts can be measured in both tangible and intangible ways, the Parties will work together to develop evaluation metrics, track progress, and promote achievements.
- IX. Usage of Department of Homeland Security (DHS) Visual Identities:

The term "DHS Visual Identities" as used in this agreement means the DHS or DHS component name, initials, seal, insignia, trademark or certification marks of DHS or any DHS component or any combination, variation, or colorable imitation of them alone or in combination with other words used in a manner reasonably calculated to convey the impression of affiliation, connection, or endorsement by DHS or any DHS component. The Office of the Mayor is granted permission to use DHS Visual Identities as provided by the USCIS Office of Citizenship.

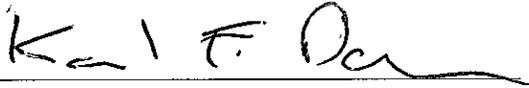
- i. Usage of the DHS Visual Identities must be in compliance with the U.S. Department of Homeland Security Seal and Signature Usage Guidelines and Trademark Usage Terms. Depiction of the DHS Visual Identities must maintain the integrity of the identities as distributed and marketed by the Department of Homeland Security.
- ii. To ensure that the DHS Visual Identities are displayed in conformity with the usage guidelines, DHS shall review the final rough cut and/or pre-press proof of all recorded and printed materials and may require modification of any such material.

This LOA is intended to reflect the intentions of the Parties to work in partnership and to put forward their best efforts to cooperate in the respects described. The Parties will convene to plan and assess progress on a regular basis. This LOA does not create any enforceable legal obligation on either Party.

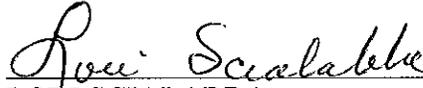
This agreement may be modified upon the mutual [written] consent of the Parties.

This LOA will remain in effect until August 1, 2015 or until terminated by mutual agreement or by either Party upon thirty days advance written notice to the other Party.

This LOA is effective upon the date of the last signature of the Parties.



KARL F. DEAN
Mayor
Metropolitan Government of Nashville
and Davidson County



LORI SCIALABBA
Acting Director
U.S. Citizenship and
Immigration Services

June 11, 2014
Date

6/11/14
Date