

LETTER OF AGREEMENT

ON INITIATIVES TO PROMOTE CITIZENSHIP AWARENESS, EDUCATION, OUTREACH, AND CIVIC PARTICIPATION IN THE CITY OF NEW YORK

BETWEEN

THE OFFICE OF THE MAYOR OF THE CITY OF NEW YORK

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 City of New York (Office of the Mayor) and U.S. Citizenship and Immigration Services (USCIS) (hereinafter, "Parties") to promote citizenship awareness, education, outreach, and civic participation in the City of New York.

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

WHEREAS, more than 8 million people live in the City of New York, 37.2 percent of whom are immigrants who have come from more than 190 countries;

WHEREAS, approximately 1.05 million New Yorkers are currently eligible to apply for U.S. citizenship and since 2004, more than 1.1 million permanent residents have become U.S. citizens in the City of New York metropolitan area;

WHEREAS, the Office of the Mayor recognizes that immigrants enrich the City of New York, 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;

WHEREAS, immigrant integration is a two-way process that requires not only immigrants becoming vested members of our communities, but also requires communities to welcome and provide tools that help new immigrants succeed.

NOW, THEREFORE, BE IT AGREED THAT:

- I. The Parties recognize there is a need in the City of New York to continue to provide accurate and frequent information about the immigration and naturalization process, to promote education on the rights and responsibilities of citizenship, and to highlight the importance of becoming fully vested, participating members of the community. Therefore, the Parties will work together to distribute prepared materials to promote and highlight the benefits and responsibilities of U.S. citizenship to residents of the City of New York.
- II. The Office of the Mayor, through its own outreach and numerous public contact offices and other facilities, 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 the City of New York's public points of contact, including selected public library branches. The Parties recognize the importance of involving other municipal institutions that provide services to immigrant communities. The Office of the Mayor, when feasible, will collaborate with the local public library systems, City agencies, and other similar institutions. USCIS, to the extent practicable, will provide relevant training on citizenship and the naturalization process and available educational resources to selected staff from participating public and municipal institutions 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, in addition to distributing materials, the Parties will work together to co-sponsor a series of naturalization information sessions in the City of New York. These information sessions shall be based on USCIS information resources. As necessary and feasible, the Office of the Mayor will make municipal facilities available for these information sessions.
- IV. The Parties recognize that community outreach and involvement is a critical component of a successful program. Therefore, the Office of the Mayor will seek new opportunities to publicize its efforts and to promote a community-wide approach to immigrant integration, incorporating the participation of key sectors of the community. The Office of the Mayor will explore opportunities for community outreach and involvement, including holding a series of roundtable discussions with various sectors of society to develop a community-wide approach to support immigrant integration. The Office of the Mayor, when feasible, will utilize NYC Media, the official TV, radio, and online network of the City of New York, to broadcast citizenship-related content such as short educational videos and multilingual public service announcements, as well as explore opportunities to develop new citizenship-related broadcast media or to incorporate citizenship-related content into existing programs. USCIS will provide the Office of the Mayor with this content and, when feasible, tailor content for the City of New York's population.

- V. 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 (UPIL) and how to recognize potential immigration services scams. Therefore, the Parties will distribute information on the naturalization process and UPIL to residents of the City of New York through the Parties' websites and at municipal facilities selected by the City.
- VI. 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 City of New York's website.
- VII. Recognizing the value of increasing public understanding of the naturalization process, the Parties will work together to hold naturalization oath ceremonies at prominent City of New York venues as allowed by the U.S. District Court.
- VIII. The Parties recognize that the community of immigrants in the City of New York who are eligible to apply for naturalization now or in the near future is broad and diverse, and no single outreach effort will reach all of these individuals. Therefore, the Office of the Mayor will work with USCIS in identifying and implementing additional measures, including collaborations with the private sector and philanthropic organizations, to increase awareness of citizenship rights, responsibilities, and the naturalization process among eligible residents in the City of New York.
- IX. 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.
- X. The Parties recognize that it may be necessary to provide information on other USCIS programs and initiatives. Therefore, if the Parties mutually agree there is a need, the Parties will distribute information on such relevant topics to residents of New York City through existing communication channels, the Parties' websites, and at municipal facilities selected by the City.
- XI. The Parties recognize that the implementation of these efforts must be delegated to a representative of each Party (Designees) who will be responsible for implementing the terms of this Agreement. Accordingly, the Office of the Mayor designates its Commissioner of the Office of Immigrant Affairs to be the primary responsible person for implementing this Agreement, on behalf of the Office of the Mayor and USCIS designates its Chief of the Office of Citizenship to be the primary responsible person for implementing this Agreement on behalf of USCIS.

XII. 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 DHS.
- 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 December 31, 2018, or until terminated by mutual agreement or by either Party upon thirty (30) days advance written notice to the other Party.

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



BILL DE BLASIO
Mayor
The City of New York



LEON RODRÍGUEZ
Director
U.S. Citizenship and Immigration Services

6/5/15
Date

6/3/2015
Date