

United We Dream



**#HereToStay Toolkit**  
**Sanctuary City/County/State**

[www.unitedwedream.org](http://www.unitedwedream.org)

[www.weareheretostay.org](http://www.weareheretostay.org)



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## About the Organization

United We Dream Network (UWDN) is the first and largest immigrant youth-led organization in the nation, a powerful non-partisan network made up of 55 affiliate organizations in 26 states. We organize and advocate for the dignity and fair treatment of immigrant youth and families, regardless of immigration status. UWDN's current priorities are to stop deportations and advocate for policy changes that would provide full equality for the immigrant community in the U.S.

UWD's Deportation Defense Program trains and empowers local communities to defend their rights, stop deportations, and end the collaboration between local police and immigration agents. With Trump's promises of deportations and pain for immigrants and refugees, our work to help people understand the deportation machine, and to get the tools they need to dismantle it as they build power is more important than ever.

United We Dream is membership-led and is guided by [our principles](#).

## The Moment We Are In

Donald Trump is the president-elect, the Republican party who elected him has control of the majority of our state legislatures, but that won't change the fact that we are HERE TO STAY! As Trump begins to fill his Cabinet with some of the most racist and anti-immigrant politicians this generation, it's up to immigrants, people of color and allies to reject Trump's hate and continue honoring and celebrating immigrant and refugee resilience and defiance.

## What Do We Mean By #HereToStay?

The spirit of #HereToStay is one of power, community, resilience, resistance and a dash of attitude. It started as a rallying cry #Heretostay in response to the Republican attack on our DAPA and DACA+ victory, an achievement that which was ultimately taken away as a result of the Republican challenge, aided by Judge Hanen's ruling against the executive actions. However, our fight was never for this one policy or one Supreme Court decision, it was about being able to determine where we live and how we live our lives. #HereToStay is a defiant message that this is our home, we're a part of our communities and we aren't going to be forced out.

In June 2016, the Supreme Court agreed to review the lawsuit against DAPA/DACA+, and struck us with a 4-4 decision, leaving Judge Hanen's unfavorable ruling in place, but our resilience shone again as we reaffirmed that we would not be moved. Even as Trump with his anti-immigrant scapegoating bulldozed his way to become the official Republican presidential candidate at the Republican National Convention, we remained fierce protectors of our community

Throughout this election year, immigrant youth and families carried on the #HereToStay banner as a rallying cry against the hate in the campaign and now that Trump has been elected by a minority of Americans, it is our rallying cry of survival. This is our home and we refuse to be pushed out.

## The Urgency of NOW:

Trump has continued to vilify immigrants and has repeated campaign claims that he will deport millions of immigrants, threatening DACA recipients among all of us. Immigrants, people of color, LGBTQ people and Muslims and any person of conscience who has ever said they supported immigrant and refugee rights, must unite to ensure that people feel connected and empowered in a moment that would otherwise break us. We are HERE TO STAY! Our communities are in a state of resilience and urgency.

In this moment, we are our own protectors. We will build sanctuary spaces, deportation defense networks for our community while protecting DACA and previous victories because we know that our liberation is bound to each other. We all face a choice today - are we prepared to do what it takes to stand on the right side of history? To defend our communities? To defend each other? To protect the values we came to this country seeking?

### Protecting Our Community

We want to keep our communities safe at a time when we expect that immigration agents and many Federal government officials and their supporters will try to terrorize, detain and deport students and their families. A Sanctuary is a place where our vulnerable neighbors can feel safe to live as their full selves.

Many local communities use the term “sanctuary,” “sanctuary of safety,” or even other names to describe these places and some may not use a particular brand name at all. And depending on local circumstances, the policies might even look different. Regardless of what it is called, **the goal is the same - to keep our people safe and keep the dangerous forces of the Trump regime out.**

At United We Dream, we believe that in a sanctuary or safe space, members of that community are united and prepared to protect immigrants from deportation forces, are actively preventing ICE from infecting local law enforcement, are working to protect Muslims from a religious registry, surveillance & harassment, are united against police brutality and stop and frisk and united against misogyny and for womxns' and LBGTQ rights.

In a sanctuary space, we seek to create places that promote the freedom of expression through dialogue and activism. They are places in which the dignity and integrity of every individual as a human being is respected and preserved.

## Terminology

Immigration and Customs Enforcement (ICE) - refers to the federal law enforcement agency under the United States Department of Homeland Security (DHS), responsible for identifying, investigating, and dismantling vulnerabilities regarding the nation's border, economic, transportation, and infrastructure security.

Criminal Alien Program ("CAP") is the largest Immigration and Customs Enforcement (ICE) deportation program. CAP is the overall name for ICE's work in local jails, state prisons, and federal prisons where they search for immigrants to deport. This includes, but is not limited to: ICE access to jail databases, formal and informal agreements for jails to contact ICE about inmates, ICE visits to jails to conduct interviews of persons in custody, and ICE agents being regularly stationed in the jail. Currently, CAP is a major portion of operations at all ICE field offices and is active in most local jails across the country, as well as state and federal prisons.

DACA-mented - This term is used by undocumented individuals who have been granted Deferred Action for Childhood Arrivals (DACA). DACA-mented (similar to Dreamer) is sometimes used as a way to navigate away from the negative connotations given to terms such as undocumented immigrant, non-U.S. citizen and so forth.

Deferred Action for Childhood Arrivals (DACA) - DACA is a program, announced on June 12, 2012 that protects successful applicants from deportation and gives them work authorization for a renewal period of 2 years. It is important to note that DACA provides lawful presence but it does not provide lawful status.

Detainers are ways for ICE to apprehend someone who is in criminal custody. PEP detainers include hold requests, notification requests, and catchall custody requests. An ICE hold is a voluntary request from ICE to local law enforcement to hold an individual for 48 hours past the time they would have been released on their criminal case (e.g. on bail, when charges were dismissed, or at the end of a jail sentence). A request for notification of release date asks the local agency to tell ICE when an individual is going to be released, so that ICE can be there at that time to arrest them. A catchall request that may ask for a hold and for notification.

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never for this one policy or a judge or one Supreme Court decision, it was about being able to determine where we live and how we live our lives. #HereToStay

Immigration Detention: Once someone is arrested by ICE, they may be released or detained in immigration custody. If detained, they can be transferred to hundreds of jails across the nation. These include private for-profit prisons and contracted local county jails. In immigration detention, people have no right to be provided with a lawyer, and often suffer terrible conditions, including solitary confinement and poor medical care. There are no public defenders and some immigrants may have to fight their case via video, never seeing the judge in person.

Priority Enforcement Program or "PEP-Comm" (formerly known as S-Comm) is a federal program that checks fingerprints taken by local law enforcement against immigration databases. All fingerprints taken by local law officers at arrest are shared with the FBI, and then passed to ICE. If ICE is interested in an individual, agents may issue a request for notification of release date of the person, or ask the local agency to hold the person for ICE to come take custody. Fingerprint sharing and PEP-Comm generally exists everywhere in the U. S.

Sanctuary - We want to keep our communities safe at a time when we expect that immigration agents and many Federal government officials and their supporters will try to terrorize, detain and deport students and their families. A Sanctuary is a place where our vulnerable neighbors can feel safe to live as their full selves.

Many local communities use the term "sanctuary," "sanctuary of safety," or even other names to describe these places and some may not use a particular brand name at all. And depending on local circumstances, the policies might even look different. Regardless of what it is called, the goal is the same - to keep our people safe and keep the dangerous forces of the Trump regime out.

At United We Dream, we believe that in a sanctuary or safe space, members of that community are united and prepared to protect immigrants from deportation forces, are actively preventing ICE from infecting local law enforcement, are working to protect Muslims from a religious registry, surveillance & harassment, are united against police brutality and stop and frisk and united against misogyny and for womxns' and LBGTQ rights.

In a sanctuary space, we seek to create places that promote the freedom of expression through dialogue and activism. They are places in which the dignity and integrity of every individual as a human being is respected and preserved.

Sensitive locations - Refers to the sites that the U.S. Immigration and Customs Enforcement (ICE) and U.S. Customs and Border Protection (CBP) have each issued and implemented policies concerning enforcement actions at or focused on 'sensitive locations.' [Such sites include:](#)

- Schools, such as known and licensed daycares, pre-schools and other early learning programs; primary schools; secondary schools; post-secondary schools up to and including colleges and universities; as well as scholastic or education-related activities or events, and school bus stops that are marked and/or known to the officer, during periods when school children are present at the stop;
- Medical treatment and health care facilities, such as hospitals, doctors' offices, accredited health clinics, and emergent or urgent care facilities;
- Places of worship, such as churches, synagogues, mosques, and temples;
- Religious or civil ceremonies or observances, such as funerals and weddings; and
- During public demonstration, such as a march, rally, or parade.

Undocumented - Refers to people who are not U.S. citizens or Permanent Residents of the United States, who do not hold a current visa to reside in the U.S. and who have not been approved for legal residency in the U.S.

Undocu-ally - This term is used to refer to people who are not undocumented or had the undocumented immigrant experience who verbally and in actions take a stance to fight shoulder to shoulder with the affected community.

Undocu-friendly - This term is used to refer to schools that have systems and practices in place that work with and for undocumented students. For example, a school that is inviting and public about their support for undocumented students and invests resources in their students by providing scholarships and programs is an undocu-friendly school.

The 287(g) program permits ICE to deputize local law enforcement officers to enforce immigration laws inside their jail. Under 287(g) agreements, local law enforcement officers are able to act as ICE agents in certain functions. 287(g) is active in select jurisdictions throughout the U.S. To find out if your state or county has a 287(g) agreement with ICE, go to <http://www.ice.gov/factsheets/287g#signedMOA>.

## About this toolkit

This toolkit was designed to help undocumented immigrants and undocu-allies create sanctuary/safe cities and counties and/or find ways to ensure the protection of undocumented immigrants and those under attack from Trump's hatred and racism regardless of what you call it - "sanctuary" or "safe spaces".

This toolkit was designed with the understanding that each city has a different capacity and awareness. We acknowledge that funding and questions regarding city and countywide or state opposition for the implementation and accountability of some of the initiatives are crucial to this process. With skepticism comes the possibility of the lack of funding, however, this possible reality should not stop us or sway us from moving forward. There have been many initiatives that have begun with little to no funding and/or support, but are currently established as some of the most sought out and successful sanctuaries/safe spaces.

The categories are as follows:

- Become an Undocu-ally
- Organize and build the support for sanctuary/safe spaces
- Steps to organize for a sanctuary/safe city or county

## How to use the toolkit

This toolkit has been designed to provide guiding information to either begin or help continue the conversations on how to build sanctuary/safe space with and for undocumented immigrants. Please begin by reading each category.

Ask yourself the following guiding questions:

1. Who would I need to reach out to begin this conversation?
2. Who would need to be involved to lead this effort (city council, mayor, city attorney etc.)?
3. What steps would I need to take to implement this?
4. How long could this initiative take to plan and implement?
5. What kind of resources would we need to make this successful?

## How to make a commitment to immigrants

1. Become an Undocu-ally
2. Organize and build the support for sanctuary/safe spaces
3. Steps to organize for a sanctuary/safe spaces city or county

Note that hereafter, we will use “sanctuary” with the common understanding that regardless if you call it “sanctuary” or “safe spaces” or “welcoming communities”, the goal is the same - to keep our people safe and keep the dangerous forces of the Trump regime out.

## Disclaimer

This toolkit is designed to provide introductory information on how to support and work alongside undocumented immigrants, their families and community.

It is **NOT** intended to provide legal advice.

## Become an undocu-ally

Glad to know you have stepped up for and with the immigrant community. Below are some easy steps to take your leadership to another level:

1. Sign [our petition](#) Tell U.S. Mayors: Protect Undocumented Immigrants - Declare Your City a Sanctuary of Safety! #HereToStay
2. Join the campaign and text HereToStay to 877877 to get updates
3. **Take the e-warrior's pledge** - We encourage you to share support #HereToStay Campaign by
  - a. Posting a picture sharing the following:
    - i. 'I am a #HereToStay warrior because my parents/grandparents/great grandparents migrated to this country, so today I stand with immigrants because they are HereToStay'
    - ii. Use the hashtag #HereToStay and tag at least 5 friends and join you to share the reason they are #HereToStay warriors.
4. **UWD #HereToStay community gatherings** - We are calling on Immigrant communities and allies to come together to build community and prepare to mobilize for the fight ahead by hosting a community gathering. This gathering will be the foundation of your work to protect the community from the Trump regime.
  - a. Check out this toolkit as you prepare for your community gathering - [UWD #HereToStay Community Gathering Toolkit](#)
5. **Join 'We Stand Together for Immigrants and Refugees' National Day of Action on January 14, 2017:** On January 14th, just one week before President-elect Trump moves into the White House, immigrants and allies, will join forces to denounce Trump's hate and remind the world that we are here to stay and are not going anywhere! We'll mobilize to stand with Immigrants and Refugees. On this day, millions of people will draw a line in the sand. Get ready to mobilize a mass event of solidarity and defiance on January 14th!
  - a. Register your event or find an event [here](#)
6. Check out [www.weareheretostay.org](http://www.weareheretostay.org) on a regular basis to know what is coming up in the campaign!

## Organize and build the support for sanctuary/safe spaces

- **Understand why sanctuary is a must for your city**
  - a. **Sanctuary policies are about Equal Treatment** - Hundreds of cities and counties across the country have had and continue to adopt a wide range of policies and practices that are often labeled as “sanctuary policies,” including in places that don’t necessarily identify with the term. Many have done so out of a moral obligation to not participate in tearing families apart, while others have done so due to constitutional violations concerns, budget concerns and the increasing threat of legal liability. Ultimately, these policies are just about treating all residents equally, keeping our communities safe, practicing equal and non-biased policing, devoting local resources to local priorities and upholding our Constitution. In practice, these can range from a county choosing not to have their police officers get involved in deportations - for a variety of reasons - to ensuring that schools, hospitals and other public spaces do not single people out solely due to their immigration status.
  - b. **Sanctuary policies Uphold the Constitution** - Our cities and counties have absolutely no legal obligation to be involved in federal immigration enforcement, and are completely within their rights to refuse to do so for any number of reasons. Meanwhile, ICE continues to violate the constitution through its use of detainers, which encourage local police to imprison immigrants without a warrant.
  - c. **Sanctuary policies benefit ALL OF US, not just immigrants** - They make it possible for victims and witnesses of crime to come forward without fear of retaliation. They help foster an already-fragile trust between police and community members, a trust that many Sheriffs and police chiefs have noted is crucial to their work. They also ensure local jurisdictions are able to spend their already-limited resources on local priorities.
  - d. ***How do localities respond to threats that they may lose federal funding***  
 For the President-elect and our State leadership to not only initiate and support a national witch hunt of millions of people but to also attempt to have local police shoulder the burden of the work at their own expense signals a blatant disregard of our Constitution. It’s ridiculous to micromanage and threaten to punish localities who exercise the legal rights available to them by choosing not to get involved in any practice that’s a federal

responsibility. It's an inexcusable double standard to penalize cities and counties who have done nothing wrong while turning a blind eye to the federal government's own continued practices of imprisoning families and engaging in medical neglect and abuse in its own detention centers.

(Source: Immigrant Legal Resource Center)

NOTE: to learn more about the current enforcement policies under the Obama administration and ways to combat such policies, check out [this toolkit](#) by the Immigrant Legal Resource Center and United We Dream.

- **Support the community to start their own group for immigrant rights**

Supporting the immigrant community with the opportunities to organize and become active around the issue of immigrant rights has helped change the culture of our neighborhoods, created and strengthened bonds among families and the immigrant community. It has also helped immigrants - the affected community - that have been systematically disenfranchised and marginalized to become actively engaged and to rise to positions of leadership to be the creators of their own destiny.

**How to make to make it happen:**

- Start or connect with a student organization for immigrant rights OR
  - Help students start their own Student Organization and become the Educator/Teacher Sponsor
  - Connect with United We Dream (UWD) Campus Affiliates, contact us at [info@unitedwedream.org](mailto:info@unitedwedream.org)
  - Here is an easy, [step-by-step toolkit](#) to make a community or school gathering a great success.
- Introduce a curriculum that exposes your students to Critical Race Theory and Thinking Dialogues
  - Example: "Matters of Race"; (available at [www.pbs.org/matterofrace](http://www.pbs.org/matterofrace)) - provide the space to start the dialogue about the realities of racism and struggles that immigrants face
  - Another helpful tool on how to talk about the issue - [Getting police out of deportation: Key frames and messages](#)
- Engage in community rallies with other immigrant right organizations - Join us on [Dec 19](#) and/or [Jan 14](#) for our national actions.
- Engage in the legislative process to stop anti-sanctuary or anti-immigrant bills

- One easy way in which they can get their networks and their peers to rally behind them is by [creating petitions](#) to stop the deportation of someone, or a petition to pressure school administrators and legislators to protect immigrants. Your students can do it right away through [weareheretostay.org/fightback](http://weareheretostay.org/fightback)
- Learn about current threats or introduction of anti-sanctuary or anti-immigrant bills in your city or state.
  - Learn who you are the stakeholders on the issue, but most importantly, learn about their position.
  - Make sure that the affected community shares their perspective on the issue with their representatives.
  - Have allies share why they are in opposition to such bills.
  - Remember, our power is in the numbers.
- Support Mock Graduation Days or help the community organize their own - Here is [sample of a Mock Graduation](#).
  - The main goal is to uplift the stories of those affected by the issue, to humanize their perspective.
- Organize a Coming Out Of The Shadows Day:
  - A powerful tool for immigrant youth has been coming out publicly as undocumented immigrants. Coming out as undocumented is a liberating process that removes the fear and puts the destiny of the lives of immigrants in their hands.
  - Be careful not to push this too much - many times this can be a scary process for undocumented immigrants and young people. Show them these [videos](#) of young people coming out.
  - Make sure that part of the story being told, be it to their peers, to other teachers, or even to a single person, includes an ask of the audience. Remember that stories are personal, so encourage your students to ask that people join the fight by texting “HereToStay” to 877877 to get people involved.

(Source: [Rethinking Our Classrooms, Volume 1 - New Edition!](#) Teaching for Equity and Justice edited by [Wayne Au](#) , [Bill Bigelow](#) , [Stan Karp](#))

## Steps to Organizing for a Sanctuary City

We understand that each city, county, or state has a different politics, capacity and awareness. We acknowledge that funding and questions regarding state-wide or federal opposition for the implementation and accountability of sanctuary is likely one of the main concerns because of Trump's threats. With that, we ask you to take the challenge, it is in this moment of uncertainty, when Trump has spread so much hatred, fear and racism that the moment requires all to stand our moral ground and protect immigrants and refugees in this country.

### 1. Strategizing tools!

As you strategize, we recommend using the [Organizer's Handbook](#) Originally adapted from the work of Marshall Ganz. Modified by the New Organizing Institute. It includes: a) Introduction to Organizing, b) Telling Stories, c) Building Relationships, d) Coaching: Enabling Others, e) Structuring Teams, f) Strategizing, g) Acting: Tactics & Timelines.

### Important Strategizing Questions

We can build a campaign organizing strategy around four core questions:

- Who are our people?
- What is our purpose?
- Where is our power?
- What is our path?

The next four modules all tackle one of these questions.

1. Strategy starts with **PEOPLE**: First we'll answer the question "Who are my people?" getting clear that our strategy has to start with our people—our constituency. It needs to be grounded in our resources and interests, which are uncovered through relationship building. We also need to understand the other people or actors relevant to this campaign, including opponent's, decision makers and competitors.

Some questions to keep in mind:

- Who are our people? What are our resources and our interests?
  - Who are the decision makers?
  - Who are the competitors?
  - Who are our opposition? What are their resources and their interests?
2. Strategy is focused with **PURPOSE**: Finding our purpose requires choosing a strategic and motivational goal. A strong goal is one that is concrete, specific, and will make a real, tangible, observable difference in your constituent's lives. For example, desegregate Montgomery buses, or win the vote for women. It is not something abstract like "end patriarchy" as

worthy as that ambition is. A strategic goal is concrete. It's something we will win or lose.

Some questions to keep in mind:

- What is our strategic and motivational goal?
- Is our goal concrete? Specific?
- Will your goal make a real, tangible and observable difference in our constituent's lives?
- Is there an upcoming legislative session that could affect our goal?
- Are there contract renewals related to local enforcement and ICE collaboration that we should be aware of as it relates to our goal?
- Are there upcoming elections that could affect our goal?
- Are there budget decisions that could affect our goal?

3. Strategy becomes real through **POWER**: Since power is not an inherent quality, but a relationship between people, we'll ask, "Where is our power in relation to others?" We'll look closely at the map of actors from question 1 and ask who are the people who could create the change we want? And how do they need us? The specific ways in which they need us and our resources is their weakness and our strength, and that's where the seed of our strategy lies. We'll articulate that strategy as a theory of change for how to turn your resources into the power you need to achieve your goal.

Some questions to keep in mind:

- Where is our power in relation to others?
- Who are the people who could create the change we want?
- How do they need us?
- How do we turn our resources into the power we need to achieve our goal?

4. Finally, our strategy comes alive with the **PATH**: We'll develop a campaign timeline and first tactics, which will clarify the choice you are asking others to join you in making.

Some questions to keep in mind:

- What is our timeline?
- What will our tactics be?
- Which will be our first tactic?
- How will we escalate our pressure?

You'll notice that we are going back and forth between zooming out to develop general principles and theories, and zooming into the specifics of who, what, when, where, how. It's this dance between general and specific that brings strategy to life. A strategist is able to inhabit both domains and understands that

without specifics (specific names, specific times, specific numbers), strategy cannot turn into much more than hot air.

(Source: Originally adapted from the work of Marshall Ganz. Modified by the New Organizing Institute)

## 2. Map the System

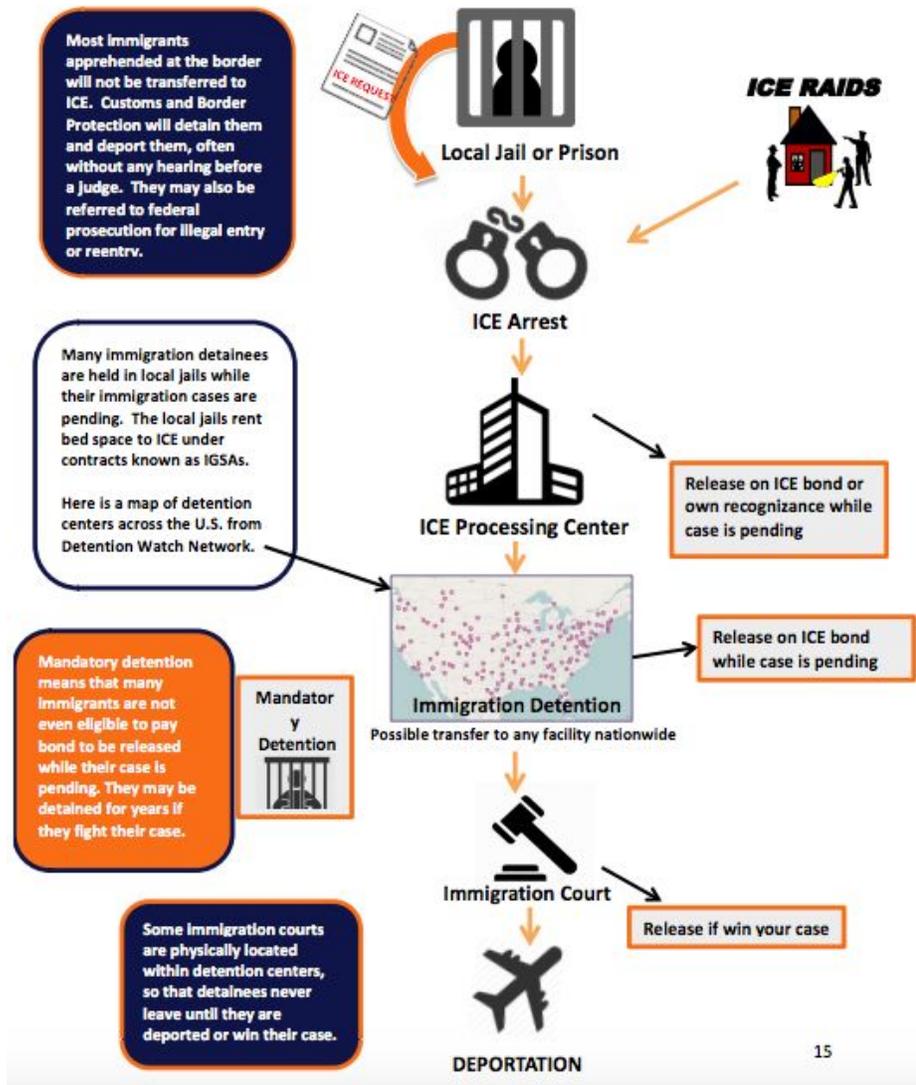
The Immigration and Criminal Justice system have targeted people of color and specifically immigrants for some time. To better understand the systems, check out UWD and ILRC's [toolkit](#) for additional information on how to map the system, determine policies and goals, and implement strategies.

Also check out a brand new report just released by ILRC - [Searching for Sanctuary](#), a report and an interactive map detailing various levels of local law enforcement involvement with deportations in over 2500 counties across the country.

In the meantime, below are some graphics to help you understand the immigration and criminal justice systems.

### a. Immigration System

## Immigration Detention and Deportation



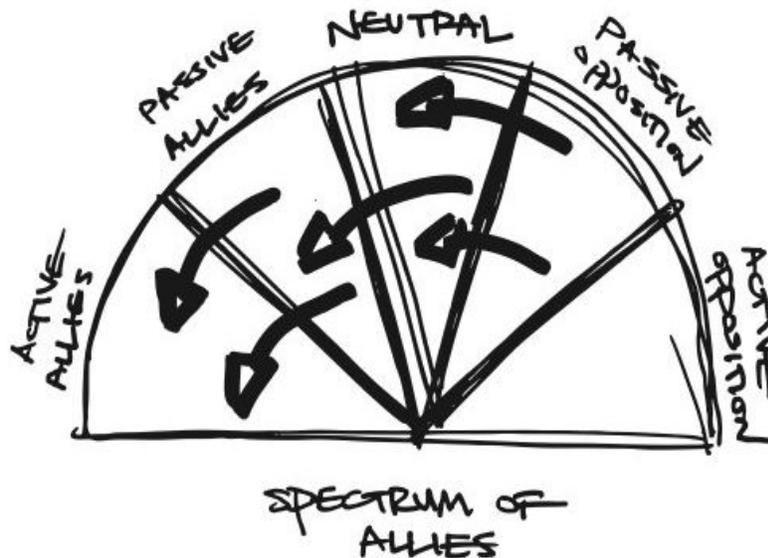
### b. Criminal Justice System

- i. County
- ii. City



3. Sheriff
4. District Attorney
5. Mayor
6. Police Chief
7. City Council

A helpful tool to map out the stakeholders is the [Spectrum of Allies](#) from the work of Beautiful Troubles



Plug in the stakeholders and allies or opponents in the 5 different categories a) active allies, b) passive allies, c) neutral d) passive opponents and 5) active opponents. The goals of this activity is to identify who are the moveable stakeholders who can put pressure on your target or targets; keeping in mind that active opponents are non-moveable and we should not spend our resources there.

**d. Regularly re-assess allies, threats, political constantly**

As you advance your campaign, remember to regularly re-assess your allies, opponents, threats, assumptions and opportunities.

**3. What are the current policies and practices in your city or county?**

Learn how or if ICE and local enforcement collaborate, some questions to figure out: do they have a 287(g) contract? Do they follow detainers? Are they doing fingerprint sharing amongst departments?

- a. Immigration System
- b. Criminal Justice System
  - i. County
  - ii. City
- c. Data available? And data needed?
  - i. [Trac Immigration](#) is a great site to get up-to-date data on Criminal Court, DHS Enforcement and Immigration Court
  - ii. [Data on U.S. Deportation Proceedings in Immigration Courts](#) by Nationality, Geographic Location, Year and Type of Charge
  - iii. Check out a brand new report just released by ILRC - [Searching for Sanctuary](#), a report and an interactive map detailing various levels of local law enforcement involvement with deportations in over 2500 counties across the country.
- d. Stories of people affected
  - i. Through your community meetings, you are likely to find folks who have been detained or whose loved ones have been deported because of this collaboration between ICE and local enforcement.
  - ii. Capture those stories and share them during your meetings with stakeholders so that potential allies and the public understand the human impact of Sanctuary or the lack thereof.

#### 4. Implement strategy

##### a. Develop policy demands for a sanctuary city

Below is the [Policy Agenda: City of Houston, Houston is Home](#) for the UWD Houston campaign, which we consider model language, as you create your campaign, you can adopt it as a whole or pick and choose paragraphs that fit your community.

1. No department, agency, commission, officer or employee, or their designees or agents, of the City of Houston (hereafter “The City”) shall use any City funds or resources to assist in the enforcement of federal immigration law.
2. The City will not enforce any discriminatory federal policies that target any community member based on gender, religion, ethnicity, national origin, or sexual orientation.

3. The City will not collect or request information about the immigration status of individuals. Any information the City does have about an individual's immigration status will not be disseminated.
4. The City will not condition the provision of services, programs, or benefits based on immigration status.
5. The City will not question, stop, arrest, or detain an individual solely based on the individual's national origin or immigration status.
6. The City will not discriminate based on a resident's inability to speak English or perceived or actual national origin.
7. The City will ensure city departments and agencies provide language interpretation services to members of the community with limited English proficiency so that all residents have meaningful access to City programs, services, and information.
8. Where a state driver's license is a sufficient form of photo ID, photo ID from a different country of origin will not subject the individual to a higher level of scrutiny.
9. The City will create a public safety policy for City buildings. This policy will include a prohibition for City staff in assisting ICE officers with the apprehension of individuals in City buildings. The City will also work with the local ICE field office to establish an agreement that ICE will not attempt to apprehend individuals in City buildings.
10. The City will create an Immigrant Legal Fund that will enable indigent immigrants in removal proceedings to retain counsel.
11. Include immigration status in the definition of a hate crime.
12. The City will adopt a U Visa certification policy that establishes a presumption of helpfulness on the part of the victim. This presumption is rebuttable if there is evidence that the victim refused to provide reasonably requested assistance. The policy should also prohibit a statute of limitations for certification requests, prohibit the requirement that there be an open investigation, charges filed, or a conviction, and require a response within 90 days (or 14 days if the victim is currently in immigration proceedings). The City will provide training to officers, investigators, prosecutors, and any other certifying agency on the City policy as well as training on U Visa status and how to convey that information to any victim who may qualify if lack of immigration status is revealed to the law enforcement officer.
13. Delete information on immigration status currently on record with the City once it has been reviewed.
14. Work with the County to end its 287(g) agreement and end all collaboration with ICE.
15. Mayor Turner should adopt the recommendations made by the Mayor's Criminal Justice Transition Committee (<http://bit.ly/2f8fL6M>) which include:

- a. Recommendations to improve HPD's body camera policy
- b. Recommendations for effective Citywide Community Policing
- c. Immigration recommendations that:
  - i. Forbid HPD from making arrests on the basis of immigration warrants, detainers, or any other civil immigration document or removal order;
  - ii. Prohibit HPD from holding people on ICE detainers at HPD facilities;
  - iii. Prevent ICE agents from questioning, apprehending, or holding individuals within HPD facilities without a valid criminal warrant; and
  - iv. Provide a clear written policy that HPD will not inquire into the immigration status of anyone they encounter.
    - 1. Current policies should be reviewed and strengthened. Procedures for collecting and sharing data to ensure the policy is followed should be created.
- d. Recommendations regarding the use of Cite-and-Release
- e. Recommendations regarding the inadequate use of Drug Diversion Programs
- f. Recommendations to stop using the Municipal Court as a Profit Center

Below you will find the [demands of Los Angeles City and County letter](#) to elected officials to take concrete steps to protect their city and our community.

- 1) Create a Commission, including representation from affected community members, to update the antiquated Special Order 40 and the LAPD Policy Manual so that it achieves its original intent of drawing a bright line between police and immigration functions;
- 2) Adopt and implement formal policies for LAPD and LASD to cease engaging with Immigration and Customs Enforcement (ICE) (including Homeland Security Investigations and Enforcement and Removal Operations) in any joint operations;
- 3) Establish as a matter of policy that LAPD and LASD shall refuse to permit any collateral arrests for immigration enforcement purposes in connection with operations in which LAPD and/or LASD are associated;
- 4) Re-affirm that LAPD and LASD shall not detain anyone for civil immigration violations, including pursuant to immigration detainer requests from ICE;

- 5) Direct LAPD and LASD to adopt written policies of declining ICE notification requests and requiring ICE to produce a criminal warrant prior to entering LAPD and/or LASD facilities;
- 6) Issue a formal request to the Obama administration that fingerprints taken by LAPD and/or LASD during booking be used only for criminal background checks and no other purposes, including civil immigration enforcement;
- 7) Commit County and City funding to establish a program to provide universal legal representation for immigrants in deportation proceedings;
- 8) Cease issuing citations or taking other enforcement actions against street vendors while the City Council is considering plans to legalize street vending; pardon past tickets, fines and fees, and/or offenses for sidewalk vending; and create an inclusive, citywide permit program that legalizes sidewalk vending and promotes economic opportunity for all;
- 9) Re-affirm the City and County's commitment to enforce wage theft and labor violations regardless of immigration status;
- 10) Commit that no local authority shall request information about or otherwise investigate the immigration status of any person;
- 11) Establish an oversight mechanism to monitor the enforcement actions taken by ICE in Los Angeles City and Los Angeles County;
- 12) Commit to fight any effort to strip federal funding in response to City or County policies defending and protecting immigrants;
- 13) Oppose any registry based on religious identity or national origin; and
- 14) Publicly affirm the commitment of the City and the County to maintaining each and every one of the above policies in the face of any threats from President-elect Trump, including threats to withdraw federal funding.

**b. Define the messages based on the goal**

- i. Determine best messages for different audiences, a great resource is: [Getting police out of deportation: Key frames and messages](#)
- ii. Be consistent
  1. Create talking points that are aligned with your goals and the lived experience of your constituency.

2. Use social media as your megaphone to relay your message to the broader online public. It is also a great way to get others to know about your issue and why they should join.

**c. Meet with stakeholders - elected officials**

- i. Share the importance and human impact of Sanctuary by setting up one on one meetings to with:
  - City Council
  - County Commissioners
  - Unions
  - Chief of Policy
  - Police Department
  - Sheriff
  - District Attorney

**d. Attend city and county meetings**

- i. Make sure that the affected community shares their perspective as to why Sanctuary cities/counties are a most locally.
- ii. Have allies share why they are supportive of sanctuary cities as well.
- iii. Remember, our power is in the numbers.

- e. **Build intersectional alliances** with groups negatively impacted by rouge enforcement. The moment we are in calls for a united front for communities who have been marginalized. For example, folks working on racial justice, criminal justice reform or such

**f. Potential tactics**

**i. Start Community Driven-City Petition**

1. [Here](#) is where you can create your own petition, and share it with your friends and community
2. Obtain over 5,000 signatures
3. Launch a media and social media campaign
  - a. The goal is to humanize the issue and to remind the community that immigrants are your neighbors, but most importantly that hatred and racism are not a place in our communities.
  - b. Share stories - via op-eds, blogs, Facebook live sessions, snapchats about DACA-mented immigrant youth and undocumented immigrants using #HereToStay

ii. **Draft Sanctuary Resolution - below are some drafts**

- [Sample #1](#): Albuquerque, NM - Although the local group did not call it “sanctuary”, the policy ask is to not honor ICE detainers and stop local law enforcement collaboration with ICE
- [Sample #2](#): Santa Fe, NM

Once you’ve launched your resolutions, make sure you use social media and community spaces to get others to sign and share your resolution.

iii. **Get new undocu-allies to join and demand for sanctuary.** The louder our voice and push is, the harder it will be to ignored.

iv. **Should you escalate?**

As you build your campaign, identify the timeline, deadlines that could impact your goals, stakeholders, current capacity and how to build out your capacity, you should also think about how will your timeline and tactics will look like. Below are some things to keep in mind

- Six steps to nonviolent social change
  - Information Gathering
  - Education
  - Personal Commitment
  - Negotiation
  - Nonviolent Direct Action
  - Reconciliation
- Methods of Nonviolent Direct Action  
[198 methods of Nonviolent Direct Action](#) which are divided in three categories:
  - Nonviolent protest and persuasion
  - Noncooperation
  - Nonviolent intervention
- Check out [Beautiful Rising Game](#) - a great way to think outside of the box within a movement’ vision and strategy as you create your tactics.

## Conclusion

Thank you for stepping up in a moment where our mere existence as undocumented immigrants is resistance. We must use the leverage that we have within the community, the resources at our disposal, and networks within the community to support immigrants. Immigrants, people of color, LGBTQ people and Muslims and any person of conscience who has ever said they supported immigrant and refugee rights, must unite to ensure that people feel connected and empowered in a moment that would otherwise break us. We are **HERE TO STAY!** Our communities are in a state of resilience and urgency.

It is our duty as undocu-allies to create the spaces our community deserves. Regardless of the term used - "sanctuary," "safe spaces" or even other names **the goal is the same - to keep our people safe and keep the dangerous forces of the Trump regime out.**

## Toolkit Overview

This toolkit is broken down in the following sections.

### **Become an undocu-ally**

- UWD's petition
- Text HereToStay to 877877 to get updates
- Take the e-warrior's pledge
- Join or hold a UWD #HereToStay community gathering
- Join 'We Stand Together for Immigrants and Refugees' National Day of Action on January 14, 2017
- Visit [weareheretostay.org](http://weareheretostay.org) regularly to stay updated

### **Organize and build the support for sanctuary**

- Understand why sanctuary is a must for your city
- Support the community to start their own group for immigrant rights to build support for sanctuary

### **Steps to Organize for Sanctuary for Immigrants and Refugees**

- Strategizing tools
- Map the system
- What are the current policies and practices in your city?
- Implement Your strategy
  - Develop Policy Demands
  - Define the messaging based on your goals
  - Meet with stakeholders
  - Attend city and county meetings
  - Build intersectional alliances
  - Potential tactics