



**Local Technical Assistance (LTA) project:
Metropolitan Mayors Caucus and Latino Policy Forum
Municipal Diversity Toolkit Outline**

Draft Toolkit Outline (January 2013)

1. Introduction
 - a. Immigration history
 - b. Contribution of immigrants
2. Demographics
 - a. Regional context
 - i. Updated *Latinos in Our Region* data
 - b. Municipality specific
 - i. Data collection methods (MetroPulse)
 - c. Address local demographics, issues and challenges
3. Overarching themes (Goals?)
 - a. Language Access and Education
 - i. Eliminate language barriers
 - ii. Adult education
 - iii. PreK-12 school-age students
 - b. Cultural Competency
 - i. Engage the host community (immigrant organizations, faith-based communities, business sector,...)
 - ii. Community engagement
 - iii. Celebration of diversity
 - c. Government and Legal Considerations
 - i. Foster trust of government, municipal services, public safety/crime prevention among immigrants
 - ii. Nonparticipation in the enforcement of immigration law
 - iii. Establishing privacy and confidentiality protections
 - iv. Police departments and city leaders should continue the progress already made toward enhancing communications and trust between immigrants and officers.
 - v. Develop knowledge and understanding of local laws and ordinances, particularly around property among immigrants
 - vi. Cities should consider taking a more proactive and long-term approach to decisions on the appointment of immigrants to various city boards and commissions.

- vii. City officials should consider the benefits of greater outreach to residents in all neighborhoods, with interpreters available for language support.
4. Planning areas
- a. Land Use and Development
 - i. Promote land uses conducive to businesses likely to hire immigrants¹
 - ii. Provide appropriate public spaces
 - b. Housing
 - i. Explicitly include immigrant housing needs in plan making and policy writing²
 - ii. Promoting a healthy level of affordable housing, possibly with inclusionary housing policies²
 - iii. Addressing household size needs with proper developments and codes while preventing overcrowding²
 - iv. Distribute housing discrimination factbook³
 - c. Transportation
 - i. Disproportionate traffic impacts on immigrant communities⁴
 - ii. Walk-to-school and bicycling initiatives help integrate immigrant children into the community⁵
 - d. Natural Resources
 - i. Create programs for improving the natural environment, helping foster a sense of integration⁶
 - ii. Ensure access to green space in immigrant communities
 - e. Economic Development⁷
 - i. Establish employment outreach centers aimed at immigrant populations
 - ii. Provide public sector work for immigrants
 - iii. Improve education and outreach related to job training opportunities
 - iv. Prohibit/discourage employers from acting on no-match letters
 - v. Refuse participation in E-Verify program
 - vi. Workers centers for day laborers
 - vii. Supporting minority entrepreneurs and street vendors
 - viii. Regulating domestic-employee placing agencies (optional)
 - ix. Combating independent contractor misclassification (optional)
 - f. Community Facilities and Human Services
 - i. Improving relations between immigrants and public officials
 - 1. Establishing an office of immigrant affairs or other similar multipurpose agency⁸
 - 2. Developing immigrant-friendly communication policies with adequate translation services at municipal facilities⁷
 - 3. Civic engagement groups for immigrants⁹
 - ii. Health care
 - 1. Ensure adequate access to facilities in immigrant communities
 - 2. Require translation services at clinics¹⁰
 - 3. Distribute proper information related to health issues and options for services. Eliminate fear of status checks⁹
 - iii. Legal issues

1. Providing information and legal advice on immigration status and citizenship¹¹
2. Providing information about legal services available for immigrants¹²
- iv. Law enforcement¹³
 1. Translation services on site and in field
 2. Improving police-community relations
 - a. No immigrant status checks
 - b. Develop programs to build trust
5. Worksheets / Resources
 - a. Welcoming America: <http://www.welcomingamerica.org/resources/tools/>
 - b. Cities of Migration e-Library: <http://citiesofmigration.ca/e-library/>
 - c. National League of Cities: <http://www.nlc.org/find-city-solutions/center-for-research-and-innovation/immigrant-integration>
 - d. American Immigrant Policy Portal (<http://usdiversitydynamics.com/nj/index.html>)
 - e. Cities and Immigration: [http://www.cows.org/ data/documents/1164.pdf](http://www.cows.org/data/documents/1164.pdf)

¹ See: http://citiesofmigration.ca/good_idea/from-boston-s-back-streets-to-mainstream-success-boston-usa/

² See chapter 3 of the PPIC report found here: http://www.ppic.org/content/pubs/report/R_605SRR.pdf

³ Similar to or in conjunction with websites such as: http://www.open-communities.org/programs/Fair_Housing/

⁴ See: http://citiesofmigration.ca/good_idea/traffic-advocating-for-environmental-health-and-justice/

⁵ See: http://citiesofmigration.ca/good_idea/the-wonders-of-walking-walking-school-bus-programme/ and http://citiesofmigration.ca/good_idea/integration-in-action/

⁶ See: http://citiesofmigration.ca/good_idea/twin-streams-project-common-ground-for-environmental-sustainability/

⁷ The bullet points here are based on the “Employment and Self Employment” chapter of the COWS report found here: [http://www.cows.org/ data/documents/1164.pdf](http://www.cows.org/data/documents/1164.pdf)

⁸ Adapted from section 5.2 of the COWS report found here: [http://www.cows.org/ data/documents/1164.pdf](http://www.cows.org/data/documents/1164.pdf)

⁹ E.g.: The “I DREAM” program at Open Communities found here: http://www.open-communities.org/programs/Immigrant_Integration/

¹⁰ Adapted from sections 4.2.2 and 4.2.3 of the COWS report found here: [http://www.cows.org/ data/documents/1164.pdf](http://www.cows.org/data/documents/1164.pdf)

¹¹ Section 5.2.5 of the COWS report found here: [http://www.cows.org/ data/documents/1164.pdf](http://www.cows.org/data/documents/1164.pdf)

¹² This can be information about firms specializing in immigration cases or about non-profits engaging in litigation of immigrant’s rights cases such as NILC (<http://nilc.org/>) and pro bono services provided by the Immigrant Legal Defense Project of the NIJC (<http://www.immigrantjustice.org/programs/immigrant-legal-defense-project>)

¹³ Adapted from chapter 4 of the PPIC report found here: http://www.ppic.org/content/pubs/report/R_605SRR.pdf