

Introductory Script

Thank you for meeting with me. I am a [volunteer/attorney] with the Orange County Justice Fund (OCJF), a 501c3 non-profit dedicated to generating support for transformative and effective legal representation for Orange County community members. We provide support to individuals eligible to be released from immigration detention and to Orange County immigrant residents who are unable to afford effective immigration legal counsel.

The purpose of my meeting you today is to learn more about your situation to see if the OC Justice Fund might be able to help you through our legal empowerment programming in Irvine, CA. [I am not an attorney so I cannot give you legal advice, but I will be sharing this information with an attorney so that the attorney may assess your case.] We do not charge any money for the legal help we provide. However, I cannot promise any direct legal representation; rather if you are eligible for OCJF legal empowerment programming, you will receive a free case assessment/immigration relief eligibility screening during a one-day immigration legal clinic where licensed immigration attorneys or DOJ-accredited representatives will sit with you after reviewing all intake documents and supplemental documentation to provide general information about immigration benefits you might be eligible for, the risks of applying for them and reviewing the requirements to apply for them. They will not, however, represent you by for example, filling out immigration benefit applications, going to an interview or hearing with you, preparing your case for filing with the U.S. Citizenship and Immigration Service (USCIS), or providing any legal help other than the assistance provided at a “How to Prepare for an Immigration Consultation” workshop which includes free help filing FOIA requests, and a free background check.

If the person is represented already and the attorney will assist the person with the inquiry they have, politely end the meeting unless the person indicates they are having trouble with the attorney or wants a second opinion from us.

I am going to be asking you some questions today that may feel very personal. If I make you feel uncomfortable at any point, I am sorry, but it is important that you try to answer the questions as best as you can. The information you share with me is important to be able to assess your case. I will keep it confidential, though, and not share it with anybody other than the attorneys and volunteers with our project and possibly some nonprofit organizations that may be able to take your case. I do not work with the federal government and will not share any of the information you tell me with the federal government unless you ask me to.

Before I begin, do you have any questions? Did you have any paperwork about your case that I could look at? **(If the person has a difficult time with any questions in the intake, you may be able to answer them by looking more closely at their paperwork. Only take copies if the person has multiple copies and does not need the copies returned.)**