

Best Practices in Planning a Productive Citizenship Day Event





Can you each share a little about your experience working with local partners?

How did you select them?

What role(s) do your partners typically take on?



How do you attract potential applicants to your event?



Do you screen cases before your event? What does that process look like?

What additional issues or steps should you consider given the current climate?



What strategies do you use for recruiting volunteers?

What volunteer roles do you look to fill? (Volunteers with crimmigration and fee waiver experience, experienced volunteers to answer questions)



What is your process for onboarding and orientation of volunteers in advance of the event?



What technology and software or platforms do you use at your event?



Who is responsible for signing applications at your event? How do you handle malpractice insurance?



What follow-up is done with the applicants at your event?

Submitting applications and directions

Local attorney referral list and other resources

Services in the community (prep for the test, English classes, etc.)



What follow-up is done with volunteers at your event?



Questions?