

**Community Action Partnership of Lancaster and Saunders Counties  
Center for Refugees and Immigrants  
Plus+ Program Basics**

1. Any client who walks in seeking Immigration documentation assistance, find employment, or increase their soft skills, computer skills, or money management skills meets with a staff member for Plus+ Program intake.
2. During intake, we assess the client’s needs in the following areas: Income/Basic Needs, Employment, Job Retention, Credit, Computer Skills, ESL and Career Advancement Training classes (CAT).
3. We then work with the client to develop a goal plan in any or all of the need areas and a timeline for achieving these goals. ***Our plan going forward is to obtain, if applicable, a release from them to talk with their Arbor case manager.***

**Class + Immigration Assistance Breakdowns**

<p><b>If you would like to apply for Green Card and have been in the country less than 2 years and are employed/unemployed . . .</b></p>	<p><b>. . . you must attend ESL and/or CAT regularly for at least 60 days and need to be active with CRI Employment program prior to receiving documentation assistance. Which classes a client must attend and how often will be determined by CRI staff.</b></p>
<p><b>If you would like to apply for Green Card and have been in the country for more than 2 years and are unemployed . . .</b></p>	<p><b>. . . you must attend ESL and/or CAT regularly for at least 30 days and need to be active with CRI Employment program prior to receiving documentation assistance. Which classes a client must attend and how often will be determined by CRI staff.</b></p>
<p><b>If you are working and you need to apply for Green Card . . .</b></p>	<p><b>. . . you must take 6 ESL and/or CAT classes prior to receiving documentation assistance AND you must be active with CRI staff. Staff may determine that more classes are required.</b></p>
<p><b>If you have any other immigration request . . .</b></p>	<p><b>. . . these can be scheduled only on Thursdays and Fridays on 2 P.M and 3 P.M. Depending on the number of requests received, these may be scheduled 1-2 months out.</b></p>

4. Clients will earn bonus points, to be spent in our Client Incentive Store, for each class attended. Other incentives may include free \$7.50 bus passes and childcare support during class time.
5. If clients commit to our requirements and process, then we have the following individuals available to make goal achievement a reality: Immigration Assistance, ESL and CAT instructor, Asset Development Coordinator, Employment Specialist (will develop jobs, work on increasing client employability, and oversee clients placed), and Computer Skills Instructor.