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## 2016 COMMUNITY RESOURCE GUIDE

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LEGAL AID

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Kenneth Huewitt  
Interim Superintendent of Schools

# Houston Independent School District Board of Education

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## **Family and Community Engagement Department**

4400 West 18<sup>th</sup> Street, Houston, Texas 77092

[www.HoustonISD.org/face](http://www.HoustonISD.org/face)

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## EXECUTIVE SUMMARY

Welcome to the revised and expanded **Houston Independent School District (HISD) Family and Community Engagement (FACE) 2016 Community Resource Guide**. Its primary intended audiences are administrators and teachers in the HISD and the parents, guardians, families, and communities they serve.

### Structure and Organization

In its third edition, the **2016 Community Resource Guide** now includes 41 topics and 735 profiles. The profiles encompass 350 unique organizations. A profile is the total description of an entry. An entry is an organization and its total profile under a given topic. A topic is the total collection of profiles for a specific area of interest. The **Guide** consistently uses 15 headings as prompts for information. A heading is a specific question of interest and it is repeated across all entries and within all topics.

### Methods Used

In identifying possible topics and profiles for this new, revised edition of the **Guide**, HISD FACE staff members:

1. Used service providers' websites as the primary information resource.
2. Consulted Guidestar and organizations' IRS Form 990s for contact and communication information.
3. Sent emails with questions to selected organizations for which there were gaps in information.
4. Made phone calls to selected organizations for which there were also gaps in information.
5. Reviewed successive drafts to assess quality, completeness, and ease of use.
6. Included a **Product Evaluation Form** for feedback from schools, families, and other users.

### Origins and Attributes

Under the leadership of Assistant Superintendent, Dr. Jorge Arredondo, an eight-person team contributed to developing the **2016 Community Resource Guide**: Dr. Elizabeth Cocina, Carmen Acevedo, Victoria Graham, Gabriella Hernandez, Walter Simpson, Rony Canales, Valeria Schillaci, and Jeffrey Smith. The **Guide** traces its lineage to such trailblazers as Harris County's Community Youth Services Program and the United Way of Greater Houston, but it also differs from them in significant ways: (1) The **Guide's** area of focus is on HISD and Houston, not on a broader geography; (2) information summary tables precede the profiles for each topic; (3) through the headings used in its service provider profiles, the **Guide** presents answers for a consistently defined set of questions; (4) wherever possible, it includes contact names, local bus and METRO rail transit routes, and the languages in which information and/or services are available; (5) the **Guide** identifies four ways to get information about community resources: phone, fax, email, and website; (6) the **Guide** also indicates whether services are available onsite at public schools and it briefly describes available services; and (7) the **Guide** is available in single-topic and comprehensive print versions and as a searchable online database.

### Disclaimer

This revised **Guide** is intended to be a quick reference resource for HISD schools and families. Inclusion in it does not denote endorsement or recommendation. Please send information about new resources, as well as any updates, corrections, and comments to [jsmith55@houstonisd.org](mailto:jsmith55@houstonisd.org).

### Evaluation Form

A two-page Product Evaluation Form appears at the end of this **Guide**. We would welcome your feedback!

## LEGAL AID

### Legal Aid:

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2. Aid to Victims of Domestic Abuse (AVDA)
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9. Houston Area Women’s Center (HAWC) – Children’s Court Services
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11. Houston Police Department (HPD) – Family Violence Unit
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13. Human Rights First Houston
14. India House Houston
15. Innovative Alternatives, Inc.
16. Justice for Children
17. Legal Line – Hotline
18. Lone Star Legal Aid
19. Memorial Assistance Ministries (MAM)
20. Neighborhood Centers, Inc.
21. OCA Greater Houston Chapter
22. Somali Bantu of Greater Houston, Inc.
23. South Texas College of Law Legal Clinics
24. Tahiri Justice Center
25. University of Houston Law Center – Immigration Clinic
26. Victim’s Assistance Centre
27. VN Teamwork
28. Young Men’s Christian Association of Greater Houston (YMCA) – International Services

	Phone	Ages/Grades Served	Costs	Onsite at Schools	Languages
1	281-624-6421	All ages	Free	No	English
2	713-224-9911	All ages	Costs vary	No	English, Spanish
3	281-530-6888	Adults ages 18+	Costs vary	No	English, Khmer, Spanish, Vietnamese
4	713-874-6570 713-526-4611	All ages	Costs vary	No	English, Spanish
5	713-271-6100 Ext. 203	All ages	Free	No	Chinese (Cantonese, Mandarin), English, Spanish, Vietnamese
6	713-755-8274	Grades K-12 and Adults ages 18+	Free	Yes	English, Spanish
7	713-364-3435	All ages	Costs vary	No	English, Spanish
8	713-755-5800 713-755-5546	Ages 0-18	Free	No	English
9	713-528-6798	Ages 0-17	Free	No	English, Spanish, others
10	713-759-1133	All ages	Free	No	English, Spanish
11	713-308-1100 281-405-6460 713-731-5960 281-584-4900	All ages	Free	No	English, Spanish
12	713-228-0735 713-228-0732 713-759-1133	All ages	Free	No	English, Spanish

	Phone	Ages/Grades Served	Costs	Onsite at Schools	Languages
13	713-955-1360	All ages	Free	No	Arabic, Chinese, English, Spanish, others
14	713-929-1900	Adults ages 18+	Free	No	English, Hindi
15	713-222-2525	Adults ages 18+	Costs vary	Yes	English, Spanish
16	713-225-4357 800-733-0059	Ages 0-17	Free	No	English, Spanish
17	713-759-1133	Adults ages 18+	Free	No	English, Spanish
18	713-652-0077	All ages	Free	No	English, Spanish, Vietnamese
19	713-468-4516 Ext. 170	All ages	Free	No	English, Spanish
20	713-667-9400 713-273-3701 713-640-7100 713-380-2260 713-315-6400	All ages	Costs vary	No	English, Spanish
21	281-968-9131	All ages	Free	No	English, Spanish
22	713-995-1070	All ages	Free	No	English, Somali
23	713-659-8040 713-646-1774	All ages	Costs vary	No	English
24	713-496-0100	All ages	Costs vary	No	Amharic, Arabic, Chinese (Mandarin), English, Farsi, French, Hindi, Korean, Spanish, Urdu
25	713-743-2094	All ages	Costs vary	No	English, Spanish
26	713-274-7391	All ages	Costs vary	No	English, Spanish
27	281-495-8936	Adults ages 18+	Free	No	English, Vietnamese
28	713-659-9015 Ext. 1011	All ages	Costs vary	No	Arabic, Burmese, English, Farsi, French, Kirundi, Oromo, Russian, Spanish, Swahili, Vietnamese

### African Law Center

**Address:** 9898 Bissonnet Street, Suite 589, Houston, TX 77036

**Area Served:** Greater Houston

**Days/Hours:** Monday-Friday, 9am-5pm, Saturday, 10am-4pm

**Contact:** Benjamin Nkem, Executive Director

**Phone:** 281-624-6421

**Fax:** 206-338-3324

**Email:** [info@africanlawcenter.org](mailto:info@africanlawcenter.org)

**Website:** <http://www.africanlawcenter.org>

**Local Bus Routes:** 65, 68, 269

**Ages/Grades Served:** All ages

**Eligibility:** Focuses on low-income African immigrants and persons who have low proficiency in English.

**Costs:** Free

**Onsite at Schools:** No

**Languages:** English

**Direct Services:** Provides help with income tax filings, family petitions, status adjustments, translations, financial aid counseling, citizenship applications, Deferred Action for Childhood Arrivals (DACA) and Deferred Action for Parents of Americans and Lawful Permanent Residents (DAPA) forms, and other services. • Offers legal assistance concerning citizenship and immigration.

## Aid to Victims of Domestic Abuse (AVDA)

**Address:** 1001 Texas Avenue, Suite 600, Houston, TX 77002

**Area Served:** Harris County

**Days/Hours:** Office: Monday-Friday, 8am-5pm. • National Domestic Violence Hotline: Monday-Sunday, 24 hours/day.

**Contact:** Maisha Colter, Director of Victim Services, or Sherri Kendall, Chief Executive Officer

**Phone:** Office: 713-224-9911. • National Domestic Violence Hotline: 800-799-7233 or 800-799-SAFE.

**Fax:** 713-715-6935 or 713-715-6945

**Email:** [MaishaC@avda-tx.org](mailto:MaishaC@avda-tx.org) or [SherriK@avda-tx.org](mailto:SherriK@avda-tx.org)

**Website:** <http://avda-tx.org>

**Local Bus Routes:** 700 (METRO rail), 85, 161, 162

**Ages/Grades Served:** All ages

**Eligibility:** Requires proof of family income for non-emergency services. • Must have experienced recent physical or sexual abuse or a pattern of abuse within the household. • Residency, citizenship, and immigration status requirements vary based on status as an emergency or a non-emergency.

**Costs:** Costs vary. • May require a fee for some services. • Call to ask about specific costs.

**Onsite at Schools:** No

**Languages:** English, Spanish.

**Direct Services:** Provides crisis counseling, safety planning, victim advocacy, legal representation, and battering intervention and prevention programs. • Legal representation is available in 50+ languages.

## Boat People SOS Houston

**Address:** 11360 Bellaire Boulevard, Suite 910, Houston, TX 77072

**Area Served:** Harris County

**Days/Hours:** Monday-Friday, 9am-5pm

**Contact:** Trish Nguyen

**Phone:** 281-530-6888

**Fax:** 281-530-6838

**Email:** [trish.nguyen@bpsos.org](mailto:trish.nguyen@bpsos.org)

**Website:** <http://www.bpsos.org/mainsite/en/where-we-work/us-branches/houston/our-programs.html>

**Local Bus Routes:** 2, 161

**Ages/Grades Served:** Adults ages 18+

**Eligibility:** Some services require proof of income, proof of identity, and proof of residence.

**Costs:** Costs vary. • May charge a fee for some language services. • Call to ask about specific costs.

**Onsite at Schools:** No

**Languages:** English, Khmer, Spanish, Vietnamese

**Direct Services:** Advocates for immigrants and helps in the filing of several immigration forms, family and fiancée sponsorships, and permanent resident or United States of America citizenship applications. • Provides case management and legal representation to immigrant victims of domestic violence. • Also provides English as a Second Language (ESL) classes, and citizenship and naturalization services.

## Catholic Charities of the Archdiocese of Galveston-Houston – Saint Frances Cabrini Center for Immigrant Legal Assistance

**Address:** 2900 Louisiana Street, Houston, TX 77006

**Area Served:** Greater Houston

**Days/Hours:** Monday-Friday, 8am-5pm

**Contact:** Wafa Abdin, Immigration Legal Services

**Phone:** 713-874-6570 or 713-526-4611

**Fax:** 713-526-1546

**Email:** [info@catholiccharities.org](mailto:info@catholiccharities.org)

**Website:** <http://www.catholiccharities.org/our-services/supporting-refugees-immigrants/st-frances-cabrini-center-for-immigration-legal-assistance>

**Local Bus Routes:** 85, 161, 162, 262, 265

**Ages/Grades Served:** All ages

**Eligibility:** Requires proof of income, no criminal convictions (unless a prior client), and referral by Refugee Resettlement, St. Jerome's, or through a special meeting. • Refuses cases that other attorneys or notaries file unless it has a copy of a previously filed I-130. • Refuses consular processing cases if there are multiple entries. • Requires an appointment. • Accepts no walk-ins.

**Costs:** Costs vary. • Provides one free consultation with an immigration attorney. • Usually requires a \$30 intake fee. • Charges fees on a sliding scale based on income. • Call to ask about specific costs.

**Onsite at Schools:** No

**Languages:** English, Spanish

**Direct Services:** Provides legal help and advocacy (assessment, counseling, representation) for low-income immigrants and refugees. • Offers information and referrals and help with Deferred Action for Childhood Arrivals (DACA) and citizenship applications. • Explains immigration laws and offers a consultation with an immigration attorney or an accredited representative.

### Chinese Community Center of Houston

**Address:** 9800 Town Park Drive, Houston, TX 77036

**Area Served:** Houston

**Days/Hours:** Office: Monday-Friday, 9am-5pm. • Naturalization: Friday, 9am-12pm.

**Contact:** Denise Truong, Director of Programs, Aly Arnold, Naturalization/Citizenship Assistance, or Dan Nguyen, Naturalization/Citizenship Assistance

**Phone:** 713-271-6100 Ext. 203

**Fax:** 713-271-3713

**Email:** [info@ccchouston.org](mailto:info@ccchouston.org) (general questions), [aly@ccchouston.org](mailto:aly@ccchouston.org) (naturalization/citizenship assistance) or [dnguyen@ccchouston.org](mailto:dnguyen@ccchouston.org) (naturalization/citizenship assistance)

**Website:** <http://ccchouston.org/citizenship>

**Local Bus Routes:** 46, 151, 152

**Ages/Grades Served:** All ages

**Eligibility:** Requires photographic identification (photo ID); a permanent resident card or green card, a passport; an employment history (for the past five years); a list of home addresses (for the past five years); and the last year's income tax. • Must live in Harris County to receive legal aid. • Accepts walk-ins.

**Costs:** Free

**Onsite at Schools:** No

**Languages:** Chinese (Cantonese, Mandarin), English, Spanish, Vietnamese

**Direct Services:** Provides legal aid through the Houston Volunteer Lawyers Program. • Helps with naturalization applications. • Offers English as a Second Language (ESL) classes and other services.

### Dispute Resolution Center (DRC) – Harris County

**Address:** 49 San Jacinto Street, Suite 220, Houston, TX 77002

**Area Served:** Harris County

**Days/Hours:** Monday-Friday, 8am-5pm. • Hours and locations for mediation services vary.

**Contact:** Moiya Press-Jackson

**Phone:** 713-755-8274

**Fax:** 713-755-8885

**Email:** [email@drchouston.org](mailto:email@drchouston.org)

**Website:** <http://www.drchouston.org>

**Local Bus Routes:** 700 (METRO rail), 20, 85, 151, 161, 162

**Ages/Grades Served:** Grades K-12 and adults ages 18+

**Eligibility:** Must live in the service area. • Centers require a parent or a legal guardian to accompany all minor children. • Always call ahead.

**Costs:** Free

**Onsite at Schools:** Yes. • The Centers' special education mediation program, juvenile/victim offender mediation program, and truancy mediation program all serve cases involving schools.

**Languages:** English, Spanish

**Direct Services:** Provides mediation services. • Attorneys, schools, courts, and/or the Harris County Juvenile Probation Department may refer students and other parties to the DRC. • Provides community-based mediation and family mediation services.

### FIEL Houston

**Address:** 6610 Harwin Drive, Suite 214, Houston, TX 77036

**Area Served:** Greater Houston

**Days/Hours:** Monday-Friday, 9am-5pm, Saturday, 9am-3pm

**Contact:** Cesar Espinosa, Director, or Aura Espinosa, Director of Legal Department

**Phone:** 713-364-3435

**Fax:** Not available

**Email:** [cespinosa@fielhouston.org](mailto:cespinosa@fielhouston.org) or [aespinosa@fielhouston.org](mailto:aespinosa@fielhouston.org)

**Website:** <http://fielhouston.org/aboutus/programs>

**Local Bus Routes:** 47, 151, 152, 153

**Ages/Grades Served:** All ages

**Eligibility:** No area restrictions.

**Costs:** Costs vary. • Call to ask about specific costs.

**Onsite at Schools:** No

**Languages:** English, Spanish

**Direct Services:** Provides legal aid with income tax filings, family petitions, status adjustments, translations, financial aid counseling, citizenship applications, Deferred Action for Childhood Arrivals (DACA) and Deferred Action for Parents of Americans and Lawful Permanent Residents (DAPA) forms, and other services.

### Harris County District Attorney's Office – Child Abuse Division

**Address:** 1201 Franklin Street, Suite 600, Houston, TX 77002

**Area Served:** Harris County

**Days/Hours:** Monday-Friday, 8am-5pm

**Contact:** Devon Anderson or Belinda Hill

**Phone:** 713-755-5800 (general questions) or 713-755-5546 (child abuse)

**Fax:** 713-755-1052

**Email:** [da@dao.hctx.net](mailto:da@dao.hctx.net)

**Website:** <http://app.dao.hctx.net/OurOffice/OurOffice.aspx>

**Local Bus Routes:** 700 (METRO rail), 20, 151, 255, 256, 257

**Ages/Grades Served:** Ages 0-18

**Eligibility:** Requires an application. • Accepts non-emergency walk-ins. • A reported child abuse offense must have occurred in Harris County.

**Costs:** Free

**Onsite at Schools:** No

**Languages:** English, Spanish

**Direct Services:** Helps child victims of sexual and physical abuse. • Operates special programs to protect young victims of crime from further trauma, and makes referrals for counseling.

### Houston Area Women's Center (HAWC) – Children's Court Services

**Address:** 1010 Waugh Drive, Houston, TX 77019

**Area Served:** Greater Houston

**Days/Hours:** Monday-Friday, 8am-9pm, and Saturday, 8am-5:30pm

**Contact:** Sonia Corrales, Chief Program Officer

**Phone:** 713-528-6798

**Fax:** 713-535-6363

**Email:** [info@hawc.org](mailto:info@hawc.org)

**Website:** <http://www.hawc.org/en/our-services/children-s-court-services>



**Local Bus Routes:** 40, 41

**Ages/Grades Served:** Ages 0-17

**Eligibility:** Must be a victim of a crime or a witness to a crime.

**Costs:** Free

**Onsite at Schools:** No

**Languages:** English, Spanish, and 200+ other languages available through the Language Line

**Direct Services:** Explains law enforcement and legal procedures. • Gives status updates for investigations and court cases. • Orients children to the court and goes with them to the District Attorney's Office and court. • Provides information about probation and parole, referrals to community resources, and help in applying for crime victims' compensation. • Offers language interpreters if needed.

### Houston Bar Association

**Address:** 1111 Bagby Street, FLB 200, Houston, TX 77002

**Area Served:** Harris County

**Days/Hours:** Monday-Friday, 8am-5pm

**Contact:** Ashley Gagnon Steininger, Director of Education

**Phone:** 713-759-1133

**Fax:** 713-759-1710

**Email:** [ashleyg@hba.org](mailto:ashleyg@hba.org)

**Website:** <http://www.hba.org>

**Local Bus Routes:** 40, 85, 161, 162

**Ages/Grades Served:** All ages

**Eligibility:** Requires proof of residence and proof of income. • Must live in Harris County. • Requires at least 21 days of advance notice for speaker requests. • Provides a speakers request form.

**Costs:** Free

**Onsite at Schools:** No

**Languages:** English, Spanish

**Direct Services:** Offers community support through a dispute resolution center, an elder law program, a volunteer lawyers program, a legal questions help line, and a lawyer referrals service. • Offers speakers on 50 topics such as immigration law, family law, personal injury law, and how to hire an attorney.

### Houston Police Department (HPD) – Family Violence Unit

**Area Served:** Houston

Location	Address	Phone	Days/Hours	Bus Routes
Central	1200 Travis Street, Houston, TX 77002	713-308-1100	Monday-Sunday, 24 hours/day	700 (METRO rail), 85, 161, 162
North	9455 West Montgomery Road, Houston, TX 77088	281-405-6460	Monday-Sunday, 24 hours/day	30, 44
Southeast	8300 Mykawa Road, Houston, TX 77048	713-731-5960	Monday-Sunday, 24 hours/day	73
Westside	3203 South Dairy Ashford Road, Houston, TX 77082	281-584-4900	Monday-Sunday, 24 hours/day	25, 67, 82

**Contact:** Not available

**Fax:** Not available

**Email:** Not available

**Website:** <http://www.houstontx.gov/police/fvu/index.htm>

**Ages/Grades Served:** All ages

**Eligibility:** Cases must have occurred within the city limits of Houston.

**Costs:** Free

**Onsite at Schools:** No

**Languages:** English, Spanish

**Direct Services:** Investigates cases of family violence. • Helps persons who have been shot, stabbed, sexually assaulted, threatened with a deadly weapon, strangled, slapped, punched, verbally and/or emotionally abused, stalked and harassed or suffered any other form of violence by an intimate partner, a family member, an in-law, a boyfriend, a girlfriend, a roommate or an acquaintance.

### Houston Volunteer Lawyers

**Address:** 1111 Bagby Street, FLB300, Houston, TX 77002

**Area Served:** Harris County

**Days/Hours:** Monday-Friday, 8am-5pm, and Saturday (twice monthly), 9am. • Hours vary by types of services.

**Contact:** Not available

**Phone:** 713-228-0735 (office), 713-228-0732 (intake), or 713-759-1133 (free legal advice)

**Fax:** 713-228-5826

**Email:** [info@hvlp.org](mailto:info@hvlp.org)

**Website:** <http://www.makejusticehappen.org>

**Local Bus Routes:** 40, 85, 161, 162

**Ages/Grades Served:** All ages

**Eligibility:** Requires proof of residence and proof of income. • Must live in Harris County. • Must have an income of less than 200% of Federal poverty guidelines and must have limited assets. • Always call ahead.

**Costs:** Free

**Onsite at Schools:** No

**Languages:** English, Spanish

**Direct Services:** Provides free legal services to low-income persons. • Connects qualified applicants with attorneys who volunteer their time on a free (pro bono) basis. • Offers free legal advice through the Houston Bar Association's Legal Lines program.

### Human Rights First Houston

**Address:** 1303 San Jacinto Street, 9th Floor, Houston, TX 77002

**Area Served:** Greater Houston

**Days/Hours:** Monday-Friday, 8am-5pm

**Contact:** Jake Hofstetter, Legal Services Coordinator

**Phone:** 713-955-1360

**Fax:** Not available

**Email:** [Houston@humanrightsfirst.org](mailto:Houston@humanrightsfirst.org) or [hofstetter@humanrightsfirst.org](mailto:hofstetter@humanrightsfirst.org)

**Website:** <http://www.humanrightsfirst.org/houston>

**Local Bus Routes:** 700 (METRO rail), 40, 41, 52

**Ages/Grades Served:** All ages

**Eligibility:** Must be an asylum seeker.

**Costs:** Free

**Onsite at Schools:** No

**Languages:** Amharic, Arabic, Belarussian, Burmese, Chinese (Mandarin), English, French, Khmer, Lao, Nepali, Portuguese, Russian, Somali, Spanish, Swahili, Tigrinya

**Direct Services:** Provides free (pro bono) legal aid to asylum seekers.

### India House Houston

**Address:** 8888 West Bellfort Avenue, Houston, TX 77031

**Area Served:** Greater Houston

**Days/Hours:** Office: Monday-Friday, 9:30am-5:30pm. • Immigration Law Clinic: Saturday, 1pm-3pm.

**Contact:** Manu Prashar, Administrative Assistant

**Phone:** 713-929-1900

**Fax:** 713-772-9015

**Email:** [info@indiahouseinc.org](mailto:info@indiahouseinc.org) or [manu@indiahouseinc.org](mailto:manu@indiahouseinc.org)

**Website:** <http://www.indiahouseinc.org/programs/legal-center>

**Local Bus Routes:** 8, 46

**Ages/Grades Served:** Adults ages 18+

**Eligibility:** Requires an appointment.

**Costs:** Free

**Onsite at Schools:** No

**Languages:** English, Hindi

**Direct Services:** Offers legal consultations about immigration, asylum, naturalization, and related topics. • Provides classes in the Hindi language and the culture of India. • Also provides after-school tutorials, summer enrichment, and mentorship seminars. • Offers programs to address issues of educational achievement, dropout rates, juvenile crime, and health and wellness.

### Innovative Alternatives, Inc.

**Address:** 1335 Regents Park Drive, Suite 240, Houston, TX 77058

**Area Served:** Harris County

**Days/Hours:** Monday-Thursday, 8am-8pm, Friday, 8am-5pm, Saturday, 9am-1pm

**Contact:** Sharon Bayus, President and Chief Executive Officer

**Phone:** 713-222-2525

**Fax:** 281-480-4815

**Email:** [Sharon-Bayus@innovativealternatives.org](mailto:Sharon-Bayus@innovativealternatives.org)

**Website:** <http://www.innovativealternatives.org>

**Local Bus Routes:** 246, 249

**Ages/Grades Served:** Adults ages 18+

**Eligibility:** Requires an initial screening.

**Costs:** Costs vary. • May charge fees on a sliding scale based on total income of all persons working in the home. • Call to ask about specific costs.

**Onsite at Schools:** Yes. • Provides school-based anti-bullying programs, as well as programs for peer mediation and multicultural mediation.

**Languages:** English, Spanish

**Direct Services:** Trains students and school staff in peer mediation and conflict resolution skills. • Mediates in volatile and complex situations such as divorce, child custody, child support, and visitation rights.

### Justice for Children

**Address:** 2600 Southwest Freeway, Suite 806, Houston, TX 77098

**Area Served:** Greater Houston

**Days/Hours:** Monday-Friday, 8am-5pm

**Contact:** Steven Lightfoot, Executive Director

**Phone:** 713-225-4357 or 800-733-0059

**Fax:** Not available

**Email:** [slightfoot@justiceforchildren.org](mailto:slightfoot@justiceforchildren.org)

**Website:** <http://justiceforchildren.org>

**Local Bus Routes:** 25, 27, 84

**Ages/Grades Served:** Ages 0-17

**Eligibility:** No area restrictions.

**Costs:** Free

**Onsite at Schools:** No

**Languages:** English, Spanish

**Direct Services:** Provides advocacy and other services for abused and neglected children. • Offers free (pro bono) legal advocacy, public policy monitoring, professional referrals, mental health services, court watch, research, education, and emotional support. • Guides families through Texas's complex child protection system.

## Legal Line – Hotline

**Address:** 1001 Fannin Street, Suite 1300, Houston, TX 77002

**Area Served:** Houston

**Days/Hours:** English Legal Line: 1st and 3rd Wednesday of each month, 5pm-9pm. • Spanish Legal Line (Consejos Legales): 1st Thursday of each month, 6pm-8pm. • Office: Monday-Friday, 8:30am-5pm.

**Contact:** Bonnie Simmons, Director of Projects

**Phone:** Hotline: 713-759-1133. • If a caller is in immediate danger, call 911.

**Fax:** 713-759-1710

**Email:** [bonnies@hba.org](mailto:bonnies@hba.org)

**Website:** <http://www.hba.org/services/legalline>

**Local Bus Routes:** 700 (METRO rail), 800 (METRO rail), 40, 41, 202, 204

**Ages/Grades Served:** All ages, but primarily adults ages 18+

**Eligibility:** No area restrictions.

**Costs:** Free

**Onsite at Schools:** No

**Languages:** English, Spanish

**Direct Services:** Provides free legal advice from volunteer attorneys over the phone only.

## Lone Star Legal Aid

**Address:** 1415 Fannin Street, Suite 300, Houston, TX 77002

**Area Served:** Greater Houston

**Days/Hours:** Monday-Friday, 8am-5pm

**Contact:** Not available

**Phone:** 713-652-0077

**Fax:** 713-652-2709

**Email:** Not available

**Website:** <http://www.lonestarlegal.org/FAQ.pl>

**Local Bus Routes:** 700 (METRO rail), 202, 204

**Ages/Grades Served:** All ages

**Eligibility:** Requires proof of income. • Handles only civil law cases. • Gives priority to clients who have life-altering or threatening problems.

**Costs:** Free

**Onsite at Schools:** No

**Languages:** English, Spanish, Vietnamese

**Direct Services:** Helps low-income persons and families with civil legal problems. • May provide legal advice and possible representation in court. • Offers help with consumer law, discrimination law, education law, health care law, housing and homeownership law, family law, employment law, health care law, neighborhood problems, and wills and estates.

## Memorial Assistance Ministries (MAM)

**Address:** 1625 Blalock Road, Houston, TX 77080

**Area Served:** Houston ZIP Codes: 77008, 77009, 77018, 77022, 77024, 77037, 77039, 77040, 77041, 77043, 77055, 77076, 77079, 77080, 77088, 77091, and 77092

**Days/Hours:** Monday-Friday, 10am-6pm, Saturday, 10am-5pm

**Contact:** Pete Zagone or Liliana Padron

**Phone:** 713-468-4516 (general questions) or 713-468-4516 Ext. 170 (immigration legal services)

**Fax:** 713-468-4702

**Email:** [pzagone@maministries.org](mailto:pzagone@maministries.org) or [lpadron@maministries.org](mailto:lpadron@maministries.org)

**Website:** <http://www.maministries.org>

**Local Bus Routes:** 26

**Ages/Grades Served:** All ages

**Eligibility:** Requires proof of identity and proof of residence.

**Costs:** Free

**Onsite at Schools:** No

**Languages:** English, Spanish

**Direct Services:** Offers help with family-based petitions, Deferred Action for Childhood Arrivals (DACA) applications, naturalization, citizenship, lawful permanent resident cards, and adjustment of status for refugees and others. • Also offers classes in citizenship, English as a Second Language (ESL), and General Educational Development (GED) preparation. • Provides job search and employment assistance, temporary support for families to meet basic needs (urgent healthcare, food, clothing, transportation, shelter), and other services.

### Neighborhood Centers, Inc.

**Area Served:** Houston

Location	Address	Phone	Days/Hours	Bus Routes
Office	4500 Bissonnet Street, Suite 200, Bellaire, TX 77401	713-667-9400	Monday-Friday, 9am-5pm	33, 65
Baker-Ripley Neighborhood Center	6500 Rookin Street, Houston, TX 77074	713-273-3701	Monday-Friday, 8am-9pm, Saturday, 10am-4pm	9, 47, 402
Harbach-Ripley Neighborhood Center	6225 Northdale Street, Houston, TX 77087	713-640-7100	Monday and Wednesday, 9am-7pm, Tuesday, Thursday, and Friday, 9am-6pm	50, 73
Leonel Castillo Community Center	2101 South Street, Houston, TX 77009	713-380-2260	Monday-Friday, 9am-8pm, Saturday, 9am-2pm	700 (METRO), 44, 66
Ripley House Neighborhood Center	4410 Navigation Boulevard, Houston, TX 77011	713-315-6400	Monday-Friday, 8am-8pm, Saturday, 8am-2pm	20, 29, 80

**Days/Hours:** Monday-Friday 7am-8pm, Saturday, 9am-1pm

**Contact:** Claudia Aguirre-Vasquez, Senior Vice President and Chief Program Officer

**Fax:** 713-669-5236

**Email:** [president@neighborhood-centers.org](mailto:president@neighborhood-centers.org)

**Website:** <http://neighborhood-centers.org>

**Ages/Grades Served:** All ages

**Eligibility:** Requirements vary by program. • Call for specific information.

**Costs:** Costs vary. • Centers charge nominal fees for classes and programs; a membership fee of \$100 provides access. • Call to ask about specific costs.

**Onsite at Schools:** No

**Languages:** English, Spanish

**Direct Services:** Offers immigration and citizenship services. • Offers classes in computer literacy, English as a Second Language (ESL), adult basic education (ABE), and General Educational Development (GED). • Also offers Head Start, youth clubs, after school programs, summer day programs, nutrition education, community gardens, and other services.

### OCA Greater Houston Chapter

**Address:** 9800 Town Park Drive, Suite 142, Houston, TX 77036

**Area Served:** Greater Houston

**Days/Hours:** Hours vary. • Call to ask about specific days and hours.

**Contact:** Aarica Chambers

**Phone:** 281-968-9131

**Fax:** Not available

**Email:** [info@ocahouston.org](mailto:info@ocahouston.org) or [aarica.chambers@ocahouston.org](mailto:aarica.chambers@ocahouston.org)

**Website:** <http://www.ocahouston.org>

**Local Bus Routes:** 46, 151, 152

**Ages/Grades Served:** All ages

**Eligibility:** Applicants for citizenship must bring permanent resident card (green card), social security insurance (SSI) card, driver's license, passports (current and expired), and court-issued traffic ticket dispositions.

**Costs:** Free

**Onsite at Schools:** No

**Languages:** English, Spanish

**Direct Services:** Provides social justice advocacy related to securing the rights of Asian and Pacific Islander Americans. • Promotes civic participation, education, and leadership, fosters cultural heritage and cultural awareness, and advances coalitions and community-building initiatives.

### Somali Bantu of Greater Houston, Inc.

**Address:** 6666 Hillcroft Street, Suite 260, Houston, TX 77036

**Area Served:** Greater Houston

**Days/Hours:** Monday-Friday, 8:30am-5pm

**Contact:** Omar Osman, Executive Director

**Phone:** 713-995-1070

**Fax:** 713-995-4622

**Email:** [info@sbcgh.org](mailto:info@sbcgh.org) or [omar@sbcgh.org](mailto:omar@sbcgh.org)

**Website:** <http://www.sbcgh.org>

**Local Bus Routes:** 9, 47

**Ages/Grades Served:** All ages

**Eligibility:** Open to all refugees, asylees, immigrants, and persons with incomes below poverty level. • Requires proof of income and proof of refugee/immigrant status.

**Costs:** Free

**Onsite at Schools:** No

**Languages:** English, Somali

**Direct Services:** Provides legal help to immigrants and refugees for issues concerning immigration and citizenship. • Also provides case management, interpretation, a youth program, and English as a Second Language (ESL) classes.

### South Texas College of Law Legal Clinics

**Address:** 1303 San Jacinto Street, Houston, TX 77002

**Area Served:** Greater Houston

**Days/Hours:** Monday-Friday, 9am-5pm

**Contact:** Catherine Greene Burnett, Associate Dean

**Phone:** 713-659-8040 (office) or 713-646-1774 (advocacy program)

**Fax:** Not available

**Email:** [sdevine@stcl.edu](mailto:sdevine@stcl.edu)

**Website:** [https://www.stcl.edu/lawclinics/mission\\_goals.html](https://www.stcl.edu/lawclinics/mission_goals.html)

**Local Bus Routes:** 700 (METRO rail), 11, 40, 41, 51, 52, 137

**Ages/Grades Served:** All ages

**Eligibility:** Requires proof of income.

**Costs:** Costs vary. • Some services are free (pro bono); others may charge fees. • Call to ask about specific costs.

**Onsite at Schools:** No

**Languages:** English

**Direct Services:** Provides civil practice clinics in family law, estate planning, probate, guardianship, and access to justice. • Also provides specialized clinics in asylum, human trafficking, child welfare, domestic violence, and other legal topics.

## Tahiri Justice Center

**Address:** 1717 Saint James Place, Suite 450, Houston, TX 77056

**Area Served:** Greater Houston

**Days/Hours:** Monday-Friday, 9am-5:30pm

**Contact:** Not available

**Phone:** 713-496-0100

**Fax:** 713-481-1793

**Email:** [houston@tahirih.org](mailto:houston@tahirih.org)

**Website:** <http://www.tahirih.org/locations/houston>

**Local Bus Routes:** 20, 33, 49

**Ages/Grades Served:** All ages

**Eligibility:** Accepted requests must involve the protection of immigrant women and girls from persecution. • Persons who seek services at no cost must demonstrate an inability to pay. • Requires an appointment.

**Costs:** Costs vary. • May charge a fee. • Call to ask about specific costs.

**Onsite at Schools:** No

**Languages:** Amharic, Arabic, Chinese (Mandarin), English, Farsi, French, Hindi, Korean, Spanish, Urdu

**Direct Services:** Provides legal advocacy for ethnically diverse immigrant women and girls. • Helps victims of violence and persons who flee human rights abuses such as female genital mutilation, rape, torture, human trafficking, honor crimes, forced marriage, widow rituals, and domestic violence.

## The University of Houston Law Center – Immigration Clinic

**Address:** Clinical Legal Education Programs, 100 Law Center, RM 56 TU II, Houston, TX 77204

**Area Served:** Houston

**Days/Hours:** Monday-Friday, 9am-5pm

**Contact:** Geoffrey Hoffman, Director, or Thelma Baines, Program Manager

**Phone:** 713-743-2094

**Fax:** 713-743-2195

**Email:** [lawclinic@uh.edu](mailto:lawclinic@uh.edu)

**Website:** <http://www.law.uh.edu/clinic/immi.asp>

**Local Bus Routes:** 900 (METRO rail), 25, 29, 244, 245, 247

**Ages/Grades Served:** All ages

**Eligibility:** Must be an immigrant or an applicant for asylum. • Requires an appointment.

**Costs:** Costs vary. • May charge a fee for some services. • Call to ask about specific costs.

**Onsite at Schools:** No

**Languages:** English, Spanish

**Direct Services:** Handles applications for asylum on behalf of victims of torture and persecution. • Represents immigrants who have been the victims of domestic violence, human trafficking and crime, and children and those fleeing civil war, genocide, or political repression.

## Victim's Assistance Centre

**Address:** 1310 Prairie Street, Suite 1030, Houston, TX 77002

**Area Served:** Harris County

**Days/Hours:** Office: Monday-Friday, 8:30am-4:30pm. • Counseling: Monday-Wednesday, 12pm-8pm.

**Contact:** Marinelle Timmons, Executive Director

**Phone:** 713-274-7391

**Fax:** 713-755-8824

**Email:** [info@vacsafe.org](mailto:info@vacsafe.org) or [timmons@vacsafe.org](mailto:timmons@vacsafe.org)

**Website:** <http://victimassistancecentre.com/childabuse.html>

**Local Bus Routes:** 700 (METRO rail), 20, 51, 82

**Ages/Grades Served:** All ages

**Eligibility:** The SAFE supervised visitation program requires a driver's license and/or identification, vehicle information (make, model, color, license plate number), medical insurance for all children, photos of all children, and a copy of court order or protective order (if any).

**Costs:** Costs vary. • The SAFE supervised visitation program registration fee is \$75 per parent. • Visit fees are \$60 per month. • Other services are free. • Call to ask about specific costs.

**Onsite at Schools:** No

**Languages:** English, Spanish

**Direct Services:** Offers counseling and safety planning for victims of domestic violence and child abuse. • Helps persons coping with domestic violence, grief, life transitions, crime and violence, post-traumatic stress, sexual abuse, and behavioral issues. • Helps victims get protective orders, register for Texas Victim Information and Notification Everyday (VINE) notifications, take part in supervised visits, and file for crime victim compensation.

## VN Teamwork

**Address:** 11210 Bellaire Boulevard, Suite 118, Houston, TX 77072

**Area Served:** Houston

**Days/Hours:** Office: Monday-Friday, 10am-6pm. • Law Clinic: Wednesday, 1:30pm-3:30pm.

**Contact:** Michael C. Nguyen, Executive Director

**Phone:** 281-495-8936

**Fax:** 281-495-8938

**Email:** [hiepluc@vn teamwork.org](mailto:hiepluc@vn teamwork.org)

**Website:** <http://vn teamwork.org/law-clinic>

**Local Bus Routes:** 2, 161

**Ages/Grades Served:** Adults ages 18+

**Eligibility:** Primarily serves low-income to moderate-income persons including recent immigrants, refugees, relocated disaster evacuees, and dislocated workers. • Accepts walk-ins.

**Costs:** Free

**Onsite at Schools:** No

**Languages:** English, Vietnamese

**Direct Services:** Hosts monthly legal clinics to help with preparation of wills, the legalization and naturalization process, and other topics. • Offers citizenship test preparation and referrals.

## Young Men's Christian Association of Greater Houston (YMCA) – International Services

**Address:** 6300 Westpark Drive, Suite 600, Houston, TX 77057

**Area Served:** Greater Houston

**Days/Hours:** Office: Monday-Friday, 8:30am-5pm. • Immigration Legal Services: Wednesday, 8:30am-5pm.

**Contact:** Brian Schaeffer, Senior Program Director – Immigration Legal Services

**Phone:** 713-659-9015 Ext. 1011

**Fax:** Not available

**Email:** [brian.schaeffer@ymca houston.org](mailto:brian.schaeffer@ymca houston.org)

**Website:** <http://www.ymca houston.org/ymca-international>

**Local Bus Routes:** 47, 151

**Ages/Grades Served:** All ages

**Eligibility:** Requires status as a refugee or immigrant and proof of identity.

**Costs:** Costs vary. • May require a \$40 fee for some immigrant legal service consultations. • Call to ask about specific costs.

**Onsite at Schools:** No

**Languages:** Arabic, Burmese, English, Farsi, French, Kirundi, Oromo, Russian, Spanish, Swahili, Vietnamese

**Direct Services:** Offers citizenship and immigration legal services. • Promotes self-sufficiency in Houston's refugee and immigrant communities. • Offers help with resettlement, employment, education, mental health, teen programs, and case management. • Offers General Educational Development (GED) preparation and English as a Second Language (ESL) classes. • Also offers after-school and youth programs.





## FACE PRODUCT EVALUATION FORM

Product Name: \_\_\_\_\_  
Date: \_\_\_\_\_

User(s): \_\_\_\_\_  
School/Location: \_\_\_\_\_

**Directions:** Please tell us a little about you by checking (✓) the circles that apply best to you.

- |  |   |  |  |
|--|---|--|--|
| <input type="radio"/> Student  | <input type="radio"/> Principal           | <input type="radio"/> Parent Educator                  | <input type="radio"/> Board of Education     |
| <input type="radio"/> Parent or Guardian                                 | <input type="radio"/> Assistant Principal | <input type="radio"/> Parent Liaison                   | <input type="radio"/> District Administrator |
| <input type="radio"/> Family Member                                      | <input type="radio"/> Other Campus Leader | <input type="radio"/> School-Based Specialist          | <input type="radio"/> Central Office Staff   |
| <input type="radio"/> Community Member                                   | <input type="radio"/> Classroom Teacher   | <input type="radio"/> School Bus Driver                | <input type="radio"/> FACE Staff             |
|  | <input type="radio"/> School Librarian    | <input type="radio"/> School Custodian                 |  |
| <input type="radio"/> Black or African American                          |   | <input type="radio"/> Hispanic or Latino               |  |
| <input type="radio"/> American Indian, Alaska Native, or Native Hawaiian |   | <input type="radio"/> White or Caucasian               |  |
| <input type="radio"/> Asian or Pacific Islander                          |   | <input type="radio"/> Two or More Races or Ethnicities |  |

**Directions:** Please tell us how you feel about this product. Your answers will help us to improve it. Thank you.

	Very Unsatisfied ☹	Unsatisfied	Neutral ☺	Satisfied	Very Satisfied ☺	Not Applicable
Overall product quality	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Process for acquiring it	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Guidance for users	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
First usage	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Repeated usage	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Post-acquisition service	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

### How long have you used this FACE product?

<input type="radio"/>	Less than 1 month
<input type="radio"/>	1 to 2 months
<input type="radio"/>	2 to 3 months
<input type="radio"/>	3 to 6 months
<input type="radio"/>	6 months to 1 year
<input type="radio"/>	1 year or longer
<input type="radio"/>	Have never used it

### How often do you use this FACE product?

<input type="radio"/>	Daily
<input type="radio"/>	3 to 4 times a week
<input type="radio"/>	Weekly
<input type="radio"/>	3 to 4 times a month
<input type="radio"/>	Monthly
<input type="radio"/>	Every 2 to 3 months
<input type="radio"/>	3 to 4 times a year
<input type="radio"/>	Once a year or less often
<input type="radio"/>	Do not use it

## FACE PRODUCT EVALUATION FORM

<b>Overall, how satisfied are you with this FACE product?</b>	
<input type="radio"/>	Very satisfied 😊
<input type="radio"/>	Somewhat satisfied
<input type="radio"/>	Neutral 😐
<input type="radio"/>	Somewhat unsatisfied
<input type="radio"/>	Very unsatisfied ☹️

<b>Compared to other products of which you are aware, would you say that this FACE product is:</b>	
<input type="radio"/>	So good that it's in a class by itself 😊
<input type="radio"/>	Much better than most others
<input type="radio"/>	About the same as others 😐
<input type="radio"/>	Somewhat worse than others
<input type="radio"/>	Much worse than others ☹️
<input type="radio"/>	Never have used it

<b>Will you use this FACE product again?</b>	
<input type="radio"/>	Definitely yes 😊
<input type="radio"/>	Probably yes
<input type="radio"/>	Maybe or maybe not 😐
<input type="radio"/>	Probably no
<input type="radio"/>	Definitely no ☹️
<input type="radio"/>	Never have used it

<b>How likely are you to recommend this FACE product to others?</b>	
<input type="radio"/>	Definitely will recommend it 😊
<input type="radio"/>	Probably will recommend it
<input type="radio"/>	Maybe or maybe not 😐
<input type="radio"/>	Probably will not recommend it
<input type="radio"/>	Definitely will not recommend it ☹️
<input type="radio"/>	Never have used it

<b>Based upon your experience with this product, how likely are you to use other FACE products?</b>	
<input type="radio"/>	Very likely 😊
<input type="radio"/>	Somewhat likely
<input type="radio"/>	Neutral 😐
<input type="radio"/>	Somewhat unlikely
<input type="radio"/>	Very unlikely ☹️

Other comments about the product: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Please send this completed evaluation form to:  
 Jeff Smith, Business Operations Team Leader  
 Family and Community Engagement Department (FACE)  
 Houston Independent School District (HISD)  
 4400 West 18<sup>th</sup> Street  
 Houston, TX 77092  
 713-556-7290 (main)  
 713-556-6814 (fax)  
[face@HoustonISD.org](mailto:face@HoustonISD.org)