



STAFF REPORT
9/10/2025

To: Honorable Mayor and City Council Members

FROM: Celina Jimenez, Director of Economic Development

SUBJECT: Approve a Sponsorship Request for COFEM in the Amount of \$50,000 to Provide Immigration Services and Mobile Immigration Clinics in the city of Coachella

STAFF RECOMMENDATION:

Staff recommends that the City Council considers approving a sponsorship request for the Council of Mexican Federations in North America (COFEM) in the amount of \$50,000 to provide immigration services and mobile immigration clinics in the city of Coachella.

BACKGROUND:

The Fiestas Patrias / El Grito event was cancelled by KUNA Telemundo out of regard and caution for the Coachella Valley's immigrant community. COFEM then approached the city with an alternative way to celebrate community heritage by becoming a part of the reimagined campaign spearheaded by KUNA Telemundo around Hispanic Heritage Month, that prioritizes community safety, cultural pride, and powerful storytelling. COFEM is proposing to bridge immigration barriers by providing accessible routes to citizenship and legal status through application assistance, application fee support, and mobile clinics. For more than thirty years (30), the Council of Mexican Federations in North America (COFEM) has been dedicated to advancing the Latino community through public policy, community organizing, education, and cultural projects—COFEM is a trusted community organization with an office in the city of Coachella.

DISCUSSION/ANALYSIS:

Through this collaboration, COFEM proposes to provide:

- Application support services for U.S. Citizenship, DACA renewals, and residency renewals.
- Educational workshops on Know Your Rights and Family Preparedness

This partnership will expand access to trusted, culturally competent, and linguistically accessible services for immigrant families in Coachella, helping them thrive and build secure futures.

Mobile Immigration Clinics

COFEM will host six (6) in-person and/or hybrid clinics in the city of Coachella to assist eligible residents with:

- Citizenship applications (N-400)
- DACA renewal applications
- Lawful Permanent Residency (Green Card) Renewals (I-90)
- Referral for outside of scope services to other reputable immigration nonprofits or attorney
- Services will include eligibility, document review, form preparation, and referrals to legal partners when needed (attorney).

*Attendance goal per event: assist 25 people (12 w/appointments; 13 walk-in)

Timeline

- September, 2025 – begin outreach in line with existing media campaign
- October, 2025 – Host first mobile immigration clinic and continued outreach
- November, 2025 - Host 2nd mobile immigration clinic and continued outreach
- January, 2026 - Host 3rd mobile immigration clinic and continued outreach
- February, 2026 - Host 4th mobile immigration clinic and continued outreach
- March, 2026 - Host 5th mobile immigration clinic and continued outreach
- April, 2026 - Host final mobile immigration clinic and close out reporting

Immigration Fees	\$30,000
Personnel for Six (6) Pre- and Post-Event Mobile Clinics	\$8,976
Immigration Integration Manager, General Manager, Immigration Program Assistant, Coachella Programs Manager	
Five (5) Volunteers	
Printing	\$1,500
Mileage	\$1,000
Catering	\$1,200
Communications	\$0
Venue Space	\$0
Postage	\$200
Office Supplies	\$300
Administrative Costs	\$6,824
TOTAL COST	\$50,000

Expected Outcomes

1. Provide 60+ appointments for completion of Citizenship, DACA, and Residency Renewals
2. Assist 150+ residents with application reviews, referrals, or application support
3. Conduct 6 Mobile Immigration Clinics
4. Provide at least 50 individuals with full immigration service fee support

FISCAL IMPACT:

The fiscal impact will be to the General Fund Reserves (account 101-11-160-10-545-000) will be reduced in the amount of \$50,000.

ATTACHMENT(S):

None.