

HATE CRIMES TOOL KIT

CHECKLIST FOR COMMUNITY ORGANIZATIONS

✓ Offer Assistance to Hate Crime Victims

In each situation, assess and provide for the particular needs of the victim(s), which may include assistance in the following areas: filing a police report; preserving evidence and securing witnesses; following up with police and prosecutors; procuring language translators; seeking medical care or psychological counseling; locating an attorney; handling media inquiries; obtaining necessary funds, either through victim assistance programs or through donations; and finding a support network of other hate crime victims and their families.

✓ Report all Hate Crimes and Hate Incidents

Reporting all hate crimes and hate incidents is the only way to ensure that the problem is noted and addressed. Encourage victims to report all hate crimes to law enforcement, and make sure to report both hate crimes *and* hate incidents to NAPALC or any of its Affiliates (please use the provided Incident Reporting Form). NAPALC and its Affiliates track and document the occurrence of bias-motivated incidents in an annual *Audit of Violence Against Asian Pacific Americans*, which seeks to raise community awareness around hate crimes and anti-APA violence. In some cases, NAPALC and its Affiliates may be able to provide direct legal assistance or an attorney referral.

✓ Speak out Against Acts of Hate

Hate crimes must be denounced swiftly in order to provide a message to the public that acts hate will not be tolerated. Here are some things you can do to speak out against hate crimes: issue a press release condemning hate crimes; write letters to the editors or submit editorials; coordinate a press conference on behalf of hate crime victims; work with local leaders, including mayors and other elected officials and leaders from faith-based and community organizations; organize community events, such as vigils or rallies; or facilitate meetings with law enforcement and federal government agencies to address your community's concerns.

✓ Educate and Mobilize the Community

Raise community awareness regarding hate crimes and anti-APA violence by providing workshops, holding community briefings, facilitating town hall meetings, organizing conferences or panel discussions, and translating community education materials.

✓ Create an Anti-Hate Crime Task Force

As a longer-term solution, create or take part in an existing anti-hate crime task force that meets on a regular basis to address and to combat hate crimes. The task force could take part in the following areas: holding regular meetings with local law enforcement, federal U.S. Attorneys, and the FBI; attending meetings with school boards and college officials; tracking and lobbying for expanded hate crimes legislation; advocating for improved hate crime data collection methods and police training; maintaining an ongoing dialogue with law enforcement and federal government agencies to raise community concerns; advocating for anti-bias education; and/or providing community education on hate crimes.