| C:\Users\Intern\Desktop\logo small.jpg  |    **CO-SPONSORSHIP APPLICATION**  |
| --- | --- |

**Part A. Contact Information**

| Name of Group    | Click here to enter text.  |
| --- | --- |
| Affiliated/Member groups (if any)  | Click here to enter text.  |
| Town where group is based   | Click here to enter text.  |
| Potential resettlement location(s)  | Click here to enter text.  |
| Name & Physical Address of the fiduciary\*  |  Click here to enter text.  |
| Group leader (name, email, phone) who will be the liaison between your group & IRIS\*\*  |  Click here to enter text.  |
| Date of Submission  | Click here to enter text.  |

(\* IRIS requires that each co-sponsorship group have a fiduciary to hold & disburse co-sponsorship funds. IRIS cannot serve as a fiduciary for co-sponsorship groups.

\*\*IRIS strongly recommends that each group have two co-leaders. In order to streamline communication, IRIS requires that only one group leader serve as the single point of contact with IRIS.)

**Part B. Your Community Group**

1. Why are you interested in co-sponsoring a refugee family?

Click here to enter text.

1. Has your group ever co-sponsored a family or worked with refugees before?

Click here to enter text.

 3. What skills / assets / strengths would your group bring to the co-sponsorship?

Click here to enter text.

 4. What challenges would your group expect to face co-sponsoring a refugee family?

Click here to enter text.

 5. Have you recruited at least 20 volunteers? (Iris recommends 30 or more volunteers. Among your volunteers, we ask that you have 2 co-leaders who project manage the overlapping activities of committees for [each functional area of refugee resettlement](https://irisct.org/wp-content/uploads/2021/05/Sample-Resettlement-Team-Structure-May-2021.pdf) (e.g., housing, health, education, employment). We ask that 1-2 people on each committee take a leadership role to serve as point person(s). For a list of these functional areas and related duties, see IRIS’s template for resettlement teams and sample committee structure at the bottom of our [co-sponsorship website](https://irisct.org/communitycosponsorship/).) Have you identified who among your volunteers will take leadership roles?

Please elaborate.

Click here to enter text.

 6. Would all of your volunteers be able to complete the Community Co-sponsor Training requirements as outlined by your Sponsorship Developer?

Click here to enter text.

 7. Does anyone in your group have a background in mental health? Please elaborate.

Click here to enter text.

 8. **Volunteer Vetting**

a) Who in your group will be responsible for ensuring that all volunteers (including

interpreters) undergo a background check through Sterling Volunteers? (IRIS will provide

instructions.) **Please provide this person’s name, email address, and phone number.**

Click here to enter text.

b) Will you ensure that all of volunteers who will work with children have undergone some

form of child safety training? (e.g., “youth protection training,” or “safe sanctuary training”)

(Here is a convenient online option for $10/person: <https://www.d2l.org/education/stewards-of-children/online/>.)

Click here to enter text.

c) Who in your group will be responsible for ensuring that all volunteer drivers have a valid

license and insurance?

Click here to enter text.

 9. **Group structure and insurance**

a) How is your group organized? (e.g., an independent 501c3, attached to a 501c3)

Click here to enter text.

b) Is your group affiliated with an institution whose insurance policy will provide general

volunteer liability coverage for all co-sponsorship volunteers? Here are IRIS’s liability

coverage requirements & guidelines for co-sponsors:

**For Auto:**

The volunteer’s individual driver/vehicle owner’s insurance will cover **the volunteers that are transporting the refugee family in their own cars.**

**For General Volunteer activities:**

(IRIS requires this coverage but does not dictate policy limits)

Coverage possibilities:

1. A co-sponsor group’s governing organization, such as a church/synagogue/mosque, service organization or professional organization may provide this coverage to the group.
2. Co-sponsor groups that are independent corporations may purchase this coverage on their own.
3. Co-sponsor groups that cannot establish this coverage through partnering with a qualifying organization may purchase this coverage on their own.

Click here to enter text.

c) Name your group’s fiduciary for holding and disbursing co-sponsorship funds:

Click here to enter text.

 10. **Lease co-signer**

Which institution or individual affiliated with your group will co-sign the lease (with the refugee family), if the landlord requires a co-signer?

Click here to enter text.

 11. **Administrative contact**

Name your group’s administrative contact who will be responsible for ensuring that all paperwork be completed and returned to IRIS according to the requisite deadlines.

Click here to enter text.

 12. **Memorandum of Understanding**

Please have your group leaders read the Iris **Co-Sponsorship Memorandum of Understanding** and **R&P Co-Sponsor Agreement Form** (Access both from our [Co-Sponsorship Resources page](https://irisct.org/resources/) under the Pre-Arrival/CWS R&P section.) Will a representative from your group be ready to sign the MOU and CS Agreement Form upon accepting an offer of co-sponsorship?

Click here to enter text.

 13. **Potential Group Flexibility**

In addition to co-sponsorship, IRIS sometimes works with community groups to help refugees and other immigrants in different ways, generally providing less structured forms of support.

a) Would you be willing to consider assisting other types of clients such as asylum seekers,

visa holders or undocumented immigrants?

Click here to enter text.

b) Would you be willing to consider a less intensive form of support for new arrivals (in

collaboration with IRIS) if that is what IRIS determined to be more valuable for a specific family?

Click here to enter text.

 14. **Required Reading**

Have you and all of your volunteers read the **Community Co-Sponsorship Manual**? This comprehensive resource can be found on the [Co-Sponsors’ Resource Page](https://irisct.org/resources/) under Resource Documents.

Click here to enter text.

**Part C. Location and Services**

1. **Housing:** Please review the housing section of the community sponsorship manual.

 a) Identify 2-3 neighborhoods in your area that are accessible via public transportation and where there are affordable 2-, 3- and 4-bedroom apartments.(Ideally, $1400 or less for a 2BR, $1800 or less for a 3BR, $2000 or less for a 4BR.) Familiarize yourself with the rental markets. Talk to residents of these neighborhoods. Talk to landlords.Describe these neighborhoods noting safety, diversity, affordability, sense of welcoming:

Click here to enter text.

 b) Please identify temporary housing options, following the guidelines in the CS manual. Please list temporary housing options.

Click here to enter text.

 2. **Public Transportation** Access to transportation is a crucial component of successful resettlement.

 a) Familiarize yourself with local public transportation options in the neighborhoods you have identified. Describe the accessibility of these neighborhoods with regard to social-service agencies, grocery stores and other shops, places of employment, other cities and towns.

 b) If public transportation is not available or is limited in your resettlement location, please

outline your transportation plan. (In this case, we would recommend a transportation committee that is responsible for coordinating rides and carpool options, helping at least 1 adult in the household obtain a drivers’ license, facilitating a car donation, and helping the driver navigate auto insurance, car taxes, etc.)

Click here to enter text.

 3. **Access to English Language Classes**

Describe the types of free English language instruction that would be available to residents of these neighborhoods (including but not limited to: municipal/regional adult education, libraries, Literacy Volunteers of America). How frequent are the classes? Are they accessible via public transportation?

Click here to enter text.

If there are no free English classes in your area, or if classes are less than 3 times per week, how would your co-sponsoring group enable refugees to learn English quickly?

Click here to enter text.

4. **Schools**

Talk to school administrators in the local public schools of the neighborhoods you’ve identified. Describe the resources they offer to English language learners and efforts they can make to accommodate newly arrived immigrant students. Ask about languages spoken among the student and teacher populations.

Click here to enter text.

5. **Early Childhood Education/ Childcare**

Are there Head Start or other free school-readiness programs in your area for children aged 3-5? Are there free or discounted daycare options for children under 3? Please be specific.

Click here to enter text.

6. **Healthcare**

Identify healthcare providers in your area who accept HUSKY (Medicaid) insurance, are accepting new patients, and provide interpreters (either in-person or by phone.) Name at least one primary care provider and one mental-health provider in your area who fit these criteria. Community health clinics are acceptable providers.

Click here to enter text.

7. **Employment**

Familiarize yourself with the local employers in your area. Are there entry-level jobs that don’t require English proficiency? (e.g., factory work, cleaning, service industry)

Please elaborate.

Click here to enter text.

8. **Interpreters**

Please identify people in your area who will serve as interpreters, with native-level fluency in at least two of the following languages: Arabic, Pashto, Swahili, & Dari/Farsi. (These are the most common languages spoken among new arrivals. But IRIS is also receiving significant numbers of refugees who speak Somali, Kurdish, & Dinka. So please be on the lookout for these languages as well. The more of these languages for which you have interpreters, the easier it will be to receive a family placement.)

IRIS recommends at least three\* interpreters in at least two of these language groups each.

You can supplement in-person interpreters with phone interpreters and a translation app called Tarjimly. \***It is crucial to know your interpreters’ availability and to ensure that you’ll have interpreter coverage during weekdays, weekends, and evenings.** 3 interpreters would be adequate IF they are all fairly flexible, and you would have coverage for weekdays as well as nights & weekends.) Your group may choose to offer interpreters compensation. (As a guideline, IRIS pays interpreters $20/hr.)

Please describe your interpreter recruitment efforts.

Click here to enter text.

9. **Cultural Resources**

Identify Cultural Resources in your area that may have members who share the cultural backgrounds and/or languages of the refugees who are arriving to CT through IRIS this year (Afghan, Syrian, Congolese, Sudanese, and/or Eritrean.) Examples can be places of worship, Islamic cultural centers, or community organizations that focus on national origins. Please contact them to discuss your group’s goal of resettling a refugee family. Please describe these communities and their interest in your project.

Click here to enter text.

10. **Disability Resources**

 a) Would your group have the capacity to resettle a refugee family member with a physical disability in your area? e.g., Is there affordable housing in your area that is wheelchair-accessible? Is there someone in your community who has a van with a lift?

Click here to enter text.

 b) Would your group have the capacity to resettle a refugee family member with a cognitive disability (such as autism)? What resources are available in your area for people with cognitive challenges?

Click here to enter text.

11**. Please list the dates** on which your group members did the IRIS training (via Zoom or

recorded video), and IRIS staff will verify.

Click here to enter text.

**Part D. IRIS Feedback and Approval**

1. IRIS Feedback:

Click here to enter text.

2. Co-Sponsor Response to the IRIS Feedback:

Click here to enter text.

**For IRIS office use only**

Approved by:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[Signature]

Daad Serweri, Co-Sponsorship Program Manager or Ann O’Brien, IRIS Director of Sponsorship

Group Trained On: \_\_\_\_\_\_\_\_\_\_\_

 (dates)