



Week 2-4 Checklist and Monitoring Report

Version July 5, 2022

Name of Sponsored Family	
Sponsor/Constituent Group	
Contact Person (conducting interview)	
Other Interviewers	
Phone number	
E-mail address	
Date	

The questions below serve as a guide; conversation on these subjects may provide additional concerns not listed. Send this completed form to safamiliesembrace@gmail.com or give a paper copy to a SAFE Steering Committee member for our records. Any urgent issues identified require an immediate phone call to the appropriate SAFE Steering Committee member/SAFE Chair.

SAFE volunteers will check-in with the newcomers and the Constituent Group (CG) and/or co-sponsors (if applicable), two to four weeks after arrival in Canada by Zoom or in-person. CGs and co-sponsors must inform SAFE of any concerns throughout the 12-month sponsorship period.

Arrival and Communication

- Met at the airport and transported safely to accommodation?
- Been in contact with reach family/friends overseas or in Canada?
- Have a cell phone and know how to contact SAFE, CG and/or co-sponsors?
- Know how to get interpretation support?
- Urgent physical or mental health issues been addressed immediately?

Comments:

Housing and Clothing

- Do the newcomers have adequate temporary or permanent housing? Explain lease and rent.
- If in temporary housing, is there a clear and realistic transition plan?
- Working smoke detectors, Furniture and curtains free from heat sources, smoking rules, fire extinguisher, tenant insurance, all locks working
- Adequate clothing (including winter clothing and importance of layers), food, linens, kitchen equipment and furniture

Comments:

Documents and Applications

- Social Insurance Number (SIN) applications have been started?
- Application for the Canada Child Benefit (CCB) / GST/HST credit /Housing supplement
- Correct address submitted to IRCC.
- Have opened a bank account, know how to withdraw cash and pay rent and bills?
- Consideration of One-Year Window of Opportunity Provisions if applicable

- Help with any other applications or documents? Photocopy and scan all important documents
- Translation of Driver's License (ISANS)
- Comments:

Education

- Have all school age children been registered for school? School start-up funds paid? Again, in September
- Adults - language assessment. Enrolled in English language classes or a plan to do so?
- Understand they have the choice to study (FT or PT) or undertake employment training programs during the sponsorship period? Describe adult learning models and need to be proactive.
- Daycare and apply for daycare subsidy, Kid's First Family Resource Centre

Comments:

Sponsorship

- Describe the sponsors role and their relationship with them and length of sponsorship.
- Contacting SAFE, the CG and/or co-sponsors with questions?
- Review their rights and responsibilities under PSR or BVOR programs?
(Right to live in peace, free of harassment, to education, health care, religion, freedom of expression
Responsibility to follow the laws, pay taxes, be tolerant of others, not harm others physically or psychologically.
Discuss discipline of children)

Comments:

Transportation

- Access to transportation – car, bus, taxi, dial-a ride?
- All newcomers 18 + years know how to use bus or alternative transportation?
- Have the necessary information on how to get a driver's license?

Comments:

Budgeting and Finance

- Know how much money they will receive each month, when and from whom? (Bronwen's sheet)
- Where to find food, clothing and household goods they are familiar with and at reasonable prices?
- Understand they will have to begin repaying their travel loan (interest free) after one year?
- Aware they can apply any funds that exceed the personal asset exemption limit against the balance of their loan before financial support is deducted?
- Help is available (Food bank, NS rent subsidy, NS heat subsidy, Antigonish fuel fund)
- Tour of grocery store

Comments:

Employment/Self-Employment

- Aware they are not expected to work during the sponsorship period, but, are encouraged to do so if they would like to. Should not interfere with settlement tasks such as language training.
- Aware of settlement agencies and resources that can help them prepare for employment.

Comments:

Health

- Understand the benefits they can receive through the Interim Federal Health program (IFHP)?
- IFHP coverage (including prescription drugs, vision, emergency dental care) ends after the sponsorship period?
- Have an MSI number/card?
- Have registered with health professionals (MD or NP, dentist, Early childhood intervention referral), and other required services?
- Have relevant information on vaccinations? Take vaccine records to MD or NP visit
- Know how and when to contact emergency services 911 and information/consult services 811 if needed.
- Aware of counselling and mental health support - covered under IFHP during year 1. Discuss cultural aspects of MH, SAD, family violence.
- Who will help them get to health appointments and interpret?

Comments:

General

- Referred to ISANS and Antigonish Newcomer Support Worker
- Tour of neighborhood and place of worship
- Describe common laws (seatbelts, carseats, etc) and role of police
- How are the newcomers doing and adjusting overall?
- Questions for us
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Comments:

Issues for Follow-Up at Next Check-In

Name of Primary Family Contact	
Address	
Phone	

Email	
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