

# General Integration Training

Office for Refugees Archdiocese of  
Toronto (ORAT)

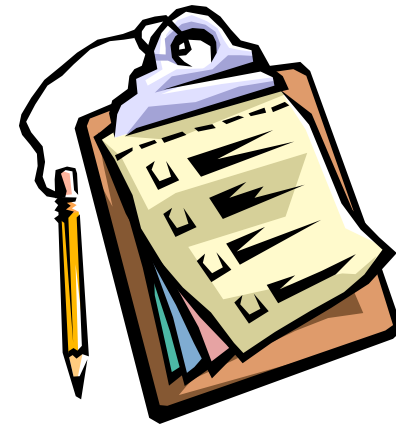


**ORAT**  
Office for Refugees  
Archdiocese of Toronto

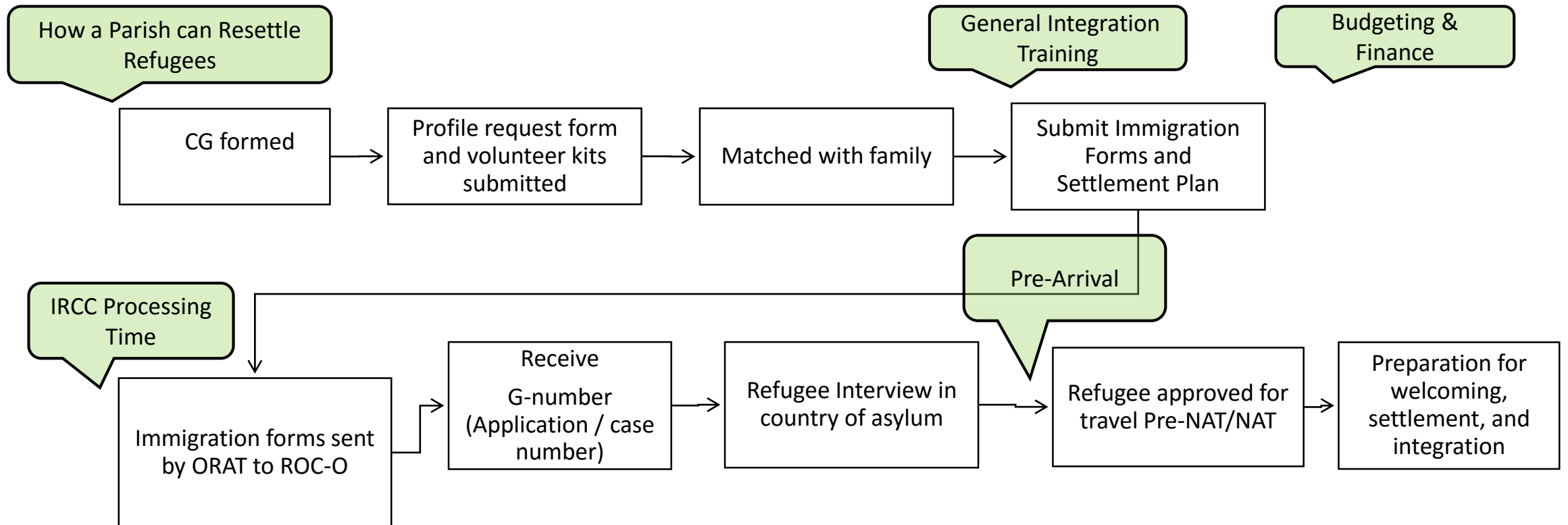
# Agenda

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- Overview of settlement process
- What is a Settlement Plan?
- Identifying Constituent Group (CG) roles
- Sections of the Settlement Plan
- Next steps
- Conclusion



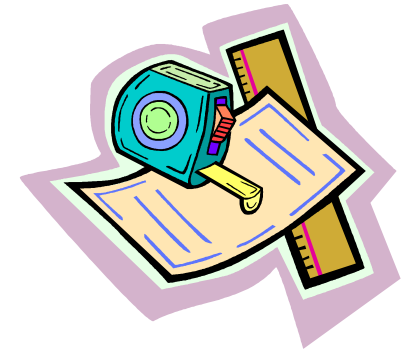
# Overview of Settlement Process



# What is a Settlement Plan?

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- Detailed information on how you will support the newcomer.
- Outlines responsibilities and resources.
- Helps to organize committee.



*Recommendation:* Because of the length of the immigration process we suggest that a core group (3-4 people) be initially formed to handle the necessary paperwork. Once the refugee receives the notice of interview then the entire committee is engaged.

# Principles of the Settlement Plan

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1. Establish rules
2. Build trust
3. Show love



# Committee roles

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- Core Committee 3 to 4 people
- Developing a committee structure:
  - Chairperson; Finance person; “Forms” person; and Interpreter

## Things to Consider

- Frequency of meetings
- Composition of the committee
- Strengths & weaknesses of committee members
- Pre-arrival preparations vs. post-arrival tasks
- Determine member availability (especially during work hours) and access to a vehicle

# Key Roles

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- Liaison with ORAT
- Liaison with refugee
- Interpreter
- Finances
- Housing
- Newcomer government documents
- Training
- Shopping/Transportation
- Crisis, Medicals, Emergencies



# Communication

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## Stakeholders

ORAT

Refugee

CG

Parish  
Community

Government

## Key Discussion Items

- Immigration and Settlement Process
- Case specifics (e.g. immigration forms, add-dependents)
- Set-up regular communications
- Regularly scheduled meetings
- Consider team building events
- Build interest, involvement, and community support
- Consider the timing of when to engage the parish community
- IRCC Processing Time





# Resettlement principles

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- Encourage quick integration and financial independence.
- Newcomers should work towards contributing to the cost of their resettlement.
- Use funds in a prudent manner:
  - Funds are to be used to cover basic necessities.
  - Financial transparency and accountability is critical.



# Preparing a budget

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- No long-term commitments should be made before the arrival of the newcomer (i.e., signing a lease)
- In-kind donations are encouraged. These should be solicited closer to arrival. This will help lower start-up and overall costs.
- Start-up costs vs. monthly expenses.
- Sustainable solution: Newcomer must be able to afford these expenses when the sponsorship period is over.
- Budget must be discussed with the newcomer upon arrival.



# Accessing Settlement Funds

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## Pre-Arrival

- Submit cheque request to ORAT along with a 3-month budget when refugee submits passport for visa.

## Ongoing

- Review budget with newcomer at the end of each month
  - Middle of second month of quarter submit cheque request with updated 3-month budget.
  - Adjust budget and money required from ORAT as needed i.e. personal assets, earned income and in-kind deductions.

## Notes

- Takes about 4 weeks for cheques to be issued.
- Cheques issued every 3-month.

# Finances

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- Social Insurance Number (SIN) document
- Banking
- Taxes
- Explain monthly expenses
- Travel loan

Need help: [www.Settlement.org](http://www.Settlement.org) (settlement & financial counselling)



# Finding Housing

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- Determine the amount available for rent and living allowance.
- Look for housing options in the community that are *affordable*.
- Temporary housing.
- Start-up costs
  - Furniture, household effects, linens, bedding, food staples, etc..
  - Consider in-kind donations for these items.

Need Help: Look for housing help centres.



# Settlement Services

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Required settlement services that should be accessed:

- Language Assessment (ESL, LINC)
- Needs Assessment
- Employment Counselling
- Canada Child Benefit (CCB), if applicable
- Ontario Disability Support Program (ODSP), if applicable
- Government Issued Documents (e.g., SIN, OHIP, IFH, Drivers Licence..)

It is important to retain copies of all aforementioned documents and contact information for the settlement worker and agency.

# Shopping, Services and Transit

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- Value Stores (shop economically)
  - Comparison shopping, price matching
  - National food vs specialty stores
  - Consider using “Flipp” Smartphone app
- HST/GST
- Clothing: Shop in second hand and/or bargain shops
- Library: Free computer usage, internet access, books and DVDs
- Transportation options: Local transit maps & passes, car pooling, ride share etc.



# Language, Culture and Faith

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- Identify interpreters
- Free language classes
  - English as a Second Language (ESL)
  - Language Instruction for Newcomers (LINC)
- Plan to support the newcomer's cultural adjustment
  - refugee/ethno-cultural groups, and community social support groups
- Teach them about Canadian culture
- Assist with linking newcomer to their faith community



# Education and Jobs

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- School Registration, if applicable
- Child Care, if applicable
- Employment
  - Temp agencies
  - Leverage personal networks
  - Prepare resume and cover letter
  - Employment counselling

Need help: [www.settlement.org](http://www.settlement.org), [www.211toronto.ca](http://www.211toronto.ca)



# Health and Recreation

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## Health

- Health coverage:
  - Ontario Health Insurance Plan (OHIP)
  - Interim Federal Health (IFH)
  - Trillium Drug Program
- Family doctor, dentist, etc.
- Hospitals, walk-in clinics, etc.

## Recreation

- Recreation facilities in the area
- Sports leagues
- Canadian Tire Jumpstart



# Crisis, Trauma and Emergencies

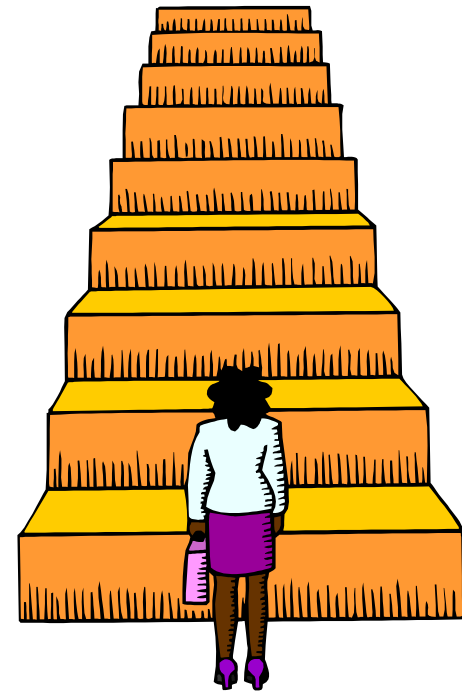
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- Crisis & trauma counselling
  - Canadian Centre for Victims of Torture (CCVT)
  - [www.ccvvt.org](http://www.ccvvt.org); 416-363-1066
- Contact person for emergencies
- TeleHealth 1 866-797-0000 (toll free)
- Refugee Health Line 1 866-286-4770 (toll free)
- Mental Health Line 1 866-531-2600 (toll free)
- 911

# Next steps

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- Prepare the Settlement Plan (required for submission of case)
- Plan how to cooperate with family members here in Canada
- Regularly review the Settlement Plan
- Attend CG Seminars



# Conclusion

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Thank you 😊

- Important considerations:
  - Respect
  - Confidentiality
  - Communication

The goal is for the newcomer to become self-sufficient.



# Inquiries

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Office Location:  
1220 Yonge Street  
Suite 203  
Toronto, Ontario

- For any parish inquiries, contact outreach at: [oratoutreach@archtoronto.org](mailto:oratoutreach@archtoronto.org)
- For info about sessions and hosting any, the newsletter or volunteering, contact us at: [orateducator@archtoronto.org](mailto:orateducator@archtoronto.org)
- General inquiries: [oratrefugeeoffice@archtoronto.org](mailto:oratrefugeeoffice@archtoronto.org)  
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Please fill out the yellow evaluation form. If you would like to provide additional feedback please email [oratrefugeeoffice@archtoronto.org](mailto:oratrefugeeoffice@archtoronto.org)