

# Introduction to Resettlement

Office for Refugees, Archdiocese of Toronto  
(ORAT)



**ORAT**  
Office for Refugees  
Archdiocese of Toronto

# Agenda

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- About ORAT
- ORAT Services and Policies
- Refugee Streams
- Other Immigration Options
- Refugee Determination Criteria
- Process Steps at ORAT
- Financial Requirements
- Conclusion

Attending this session is NOT a guarantee that your application will be accepted by ORAT.



**ORAT**  
Office for Refugees  
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# About ORAT

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## About ORAT

- The Office of Refugees (ORAT) is a department of the Roman Catholic Archdiocese of Toronto.
- Offices Located at 830 Bathurst Street, Toronto, Ontario (Bloor & Bathurst intersection)
- We are not an NGO or government agency.

## ORAT Funding

- How ORAT is funded?
  - Roman Catholic Archdiocese of Toronto
  - ShareLife
  - Donor Support
  - No Government Funding

# ORAT Services

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- Facilitate Resettlement
- Advocate for Refugees
- Provide referrals to government service providers
- Networking with refugee serving organizations
- Selection Missions



# ORAT Policies

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- Services provided without discrimination
- Privacy of client information is maintained
- Transparency is required from clients
- Accountability
- One (1) case per cosponsor family\*
- Every other year rule for cosponsors



# Refugee Streams

## Inland/At Port Refugee Claimants

A claimant may initiate a refugee claim by speaking to an officer from the Canada Border Services Agency (CBSA), or Immigration, Refugees and Citizenship Canada (IRCC) at a port of entry (POE); or at an inland IRCC office

## Overseas Resettlement

1. Government Assisted Refugees (GAR)
  - Joint Assistance Sponsorship (JAS)
  - Blended Visa Office Referral (BVOR)
2. Private Sponsorship of Refugees (PSR)
  - Sponsorship Agreement Holders (SAH) (spots are required)
  - Groups of 5 (G5)
  - Community Sponsorship (CS)



# Other Immigration Options

## Non-Refugee Methods

- Express Entry
- Provincial Nominee
- Family Sponsorship
- Caregivers
- Health-Care Workers
- Start-Up Visa
- Self-Employed

## Refugee Methods

- Groups of 5 (G5)
- Community Sponsors (CS):

*Both streams require that the PA has a  
Refugee Recognition Certificate*

“Find out how to come to Canada”: [Immigrate to Canada - Canada.ca](https://www.canada.ca/immigrate-to-canada)



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# Who may be sponsored?

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- A refugee is someone who has been forced to flee their country of origin because of persecution, war or violence.
- A refugee has a well-founded fear of persecution for reasons of race, religion, nationality, political opinion or membership in a particular social group.
- A refugee has a well-grounded fear that their life would be at risk upon return to their country of origin, and who have no durable solution in their country of asylum.
- For further information click on the following link: [Private sponsorship of refugees program - Canada.ca](#)





# Family Definition

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## Principal Applicant

The Principal Applicant (PA) meets the definition of a refugee.

## Family

Family members include the Principal Applicant and:

- their spouse or common-law partner
- their dependent children
- their spouse or common-law partner's dependent children
- dependent children of their dependent children (their grandchildren), and
- dependent children of their spouse or common-law partner's dependent children (their spouse or common-law partner's grandchildren)



# IRCC Criteria

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## Eligibility

The Principal Applicant (PA) meets the definition of a refugee.

## Credibility

The PA's story is truthful & credible, with sufficient detail and is consistently told.

For your story, consult the "[Guide to Building Your Narrative](#)" document.

## Admissibility

The PA does not pose a security or health risk to Canada.

## Adaptability

The PA demonstrates that they have the capacity to integrate to Canada.



# Process Steps at ORAT

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1. Cosponsor attends mandatory “Introduction to Resettlement” Info Session
  - a) Sponsorship Cost Calculator: Use the Sponsorship Cost Calculator to calculate finances. Click [here](#).
  - b) Sponsorship of Multiple Cases: Cosponsors who wish to sponsor more than 1 case need to send a request to the Director of ORAT at [oratcases@archtoronto.org](mailto:oratcases@archtoronto.org) explaining the reason why this request should be granted.
  
2. Cosponsor Submits Completed Forms from the Document Checklist to ORAT
  - a) Cosponsor to submit the completed Application forms to [oratcases@archtoronto.org](mailto:oratcases@archtoronto.org) within 10 business days. Click [here](#) for Document Checklist.
  - b) Click [here](#) for tutorials on how to complete the forms.

# Process Steps at ORAT ..... (cont'd)

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3. Cosponsor Deposits Funds with ORAT: ORAT schedules an appointment with the Cosponsor to deposit of the required funds
4. Case Review: ORAT undertakes case review and works with the Cosponsor regarding any edits that need to be done.
5. Portal Access: Case Processing Provides Cosponsors, PAs, and CG (where required) with Portal Access
  - a) Cosponsors, PAs and CGs (where needed) to input information from the Generic form (IMM0008) & Schedule A (IMM5669) form into the portal.
6. ORAT sign all required forms & uploads all remaining forms to the Portal
7. ORAT submits cases Immigration Canada (ROC-O)

# How to download the “Document Checklist”

1. Visit ORAT’s website at [www.orat.ca](http://www.orat.ca)
2. Go to the “Forms” tab
3. Click on the “Document Checklist”
4. Tutorials are included in the Document Checklist

## Important Note

If the forms do not open on your internet browser, please do the following:

1. Right click on the form;
2. Click “Save As” and save the document to your desktop/laptop; and
3. Go to the saved file and open it using Adobe Acrobat or any program that opens PDF files.





# Archdiocese of Toronto

Office for Refugees (ORAT)



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## Forms

This page provides a list of the Office for Refugees forms, which are needed for private sponsorship applications:

- A. Getting started
  - 1. [Document Checklist](#)
  - 2. [Sponsor Assessment](#)
  - 3. [Volunteer Kit for Constituent Group \(CG\) Members](#)
  - 4. [Settlement Plan](#)
  - 5. [Memorandum of Understanding](#)
  - 6. [Generic Application Form for Canada](#)

# Document Checklist (Sample)



Office for Refugees  
Archdiocese of Toronto

550 Balfour Street, Suite 104  
Toronto, ON M5E 3E7  
T: (416) 964-5419  
E: [oratoapplication@archdioceseoftoronto.org](mailto:oratoapplication@archdioceseoftoronto.org)  
W: [www.orat.ca](http://www.orat.ca)

### Document Checklist

Sponsor Name: \_\_\_\_\_  
(Last Name, First Name, Given Name)

Principal Applicant (PA) Name: \_\_\_\_\_ Family Size: \_\_\_\_\_  
(Last Name, First Name, Given Name)

Constituent Group Name: \_\_\_\_\_ Deadline Date: \_\_\_\_\_  
(DD-MM-YYYY)

We ask that you use the current version of the Immigration (IMM) Forms, which you can access by clicking on the links provided on this document or by going to the Ministry of Immigration, Refugees and Citizenship Canada's ("IRCC") website at: [Application for Refugee Sponsorship - Canada.ca](http://Application for Refugee Sponsorship - Canada.ca). From the drop-down list, please select "Sponsorship Agreement Holder".

**Important Notes:**

- Use the exact spelling of the sponsor and refugee's name, as provided on their passport (if available).
- Save all your completed Immigration Forms and scanned documents on a USB flash drive and email them to yourself and your sponsor/CG for safekeeping, and for preparing the refugee(s) for the interview with the Visa Office.
- Our Case Processing team will be reviewing your application and requesting revisions to your forms. As such, it is important that you always save a copy of the fillable/editable forms that you worked on. If you happen to delete your working document and more revisions are required, you will need to fill out the forms again.
- Every child that is age 22 or older must have a separate file as a Principal Applicant.
- Please read the [principal applicant's instruction guide \(IMM6000\)](#) and the [sponsor's instruction guide \(IMM5443\)](#). You may consult IRCC's website at: [www.cic.gc.ca](http://www.cic.gc.ca) or the RSTP website at: [www.rstp.ca](http://www.rstp.ca) (416.290.1700).
- Ensure that forms are completed electronically (typed). Handwritten forms will not be accepted.
- To assist you with completing the required documents, we have included a link to a video tutorial for each of the key documents. Simply click on the link entitled "Tutorial" beside each form.
- Ensure all family members (i.e., spouse, dependent children) are included in the application regardless of their current country of residence.

*Note: Full disclosure and honesty are required. If full disclosure is not provided at the time of submission of the application to ORAT, your case will be closed.*

- Submit the completed and signed application to ORAT by email at [oratoapplication@archdioceseoftoronto.org](mailto:oratoapplication@archdioceseoftoronto.org). Please try to send the complete application in one email. If this is not possible because of the size of the file, kindly send the documents in separate emails (a maximum of 2-3 emails). In the subject line of each email, please include the name of the PA and the number of emails that will be sent (e.g., 1 of 3, 2 of 3, 3 of 3).
- After reviewing your application, a Case Processing Assistant from ORAT will contact you, and explain how to submit the filing fee and the cheque for the full settlement funds, which is required in advance of finalizing your application forms. If for whatever reason your application forms are not corrected by the given deadline or your case is not approved for submission to Immigration Canada, funds will be returned to you.

**Jointly from the Constituent Group (CG) and sponsor:**

	<small>Check When Applicable</small>
1. Before completing any forms please read <a href="#">the sponsor's instruction guide (IMM5443)</a> .	<input type="checkbox"/>
2. Complete and sign <a href="#">Undertaking Form (IMM 8373)</a> .	<a href="#">Tutorial</a> <input type="checkbox"/>
3. Pastor or CG Rep to complete and sign the <a href="#">Sponsor Assessment Form (IMM 5092)</a> .	<a href="#">Tutorial</a> <input type="checkbox"/>
4. Sponsor to complete and sign the <a href="#">Sponsor Assessment Form (IMM 5092)</a> . (If there is no sponsor, every member of the CG must complete and sign the <a href="#">Volunteer Kit for Constituent Group (CG) members</a> .)	<a href="#">Tutorial</a> <input type="checkbox"/>
5. Copy of sponsor's ID showing status in Canada.	<input type="checkbox"/>
6. Complete and sign the <a href="#">Settlement Plan (IMM 5640)</a> .	<a href="#">Tutorial</a> <input type="checkbox"/>
7. Sign the <a href="#">Memorandum of Understanding</a> .	<input type="checkbox"/>
8. Provide a cheque or cash for the filing fee of \$250 at ORAT Office.	<input type="checkbox"/>
9. Cheque for <a href="#">Settlement Funds</a> (\$ _____) payable to "Office for Refugees, Archdiocese of Toronto (ORAT)"; with a memo on the cheque resettlement for "full name of Principal Applicant".	<input type="checkbox"/>

**From Principal Applicant:**

1. Do you or your family have any medical and/or psychological conditions?  <i>If you answered "Yes", please describe the condition and the treatment(s) that you are receiving now or will need to receive once in Canada.</i>	<input type="checkbox"/>
2. Before completing any forms please read the <a href="#">Principal Applicant's Instruction Guide (IMM6000)</a> .	<input type="checkbox"/>
3. Complete, validate, print and sign the <a href="#">Generic Application Form (IMM 0008)</a> .	<a href="#">Tutorial</a> <input type="checkbox"/>
4. If there are more than 3 dependents listed on the IMM 0008 form, then please complete and sign <a href="#">Additional Dependents/Declaration Form (IMM 0008DEP)</a> .	<input type="checkbox"/>





# Funding Requirements

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## ORAT Funding

The Archdiocese of Toronto demonstrates its deep commitment to refugees by generously covering the entire operational expenses of ORAT.

## Acceptable Funds

Aside from the \$525 filing fee and the funds required by IRCC to support the refugee during their 1st year of arrival to Canada, ORAT (and its representatives) do not ask for additional monies to be paid for processing a sponsorship application. No donation to the church or to this Office is asked for or is required.

## Immigration Lawyers

ORAT does not require cosponsors to obtain the services of an Immigration Lawyer/ Licensed Immigration Consultant. If you find it helpful, you may choose to secure the paid services of an Immigration Lawyer/Consultant, but this is not required.



# Financial Liability: Cost Table & RAP

Family Size	Estimated Sponsorship Cost Assumes a 3 Year Average Processing Time Between Submission and Arrival	
1	\$ 19,000	<p><b>Dependent Adults:</b> Based on an Average Processing Time of 3 years, and using Immigration Canada's ("IRCC") definition, all unmarried children age 15 to 21 will be considered as dependent adults. For the purposes of IRCC forms, dependent adults are considered as part of the family unit, and are to be included in the one set of forms for the family. However, IRCC treats dependent adults differently from a financial perspective, requiring additional monies to be provided for every dependent adult in the family. For example: The finances required for a family of 4 (father, mother, one child age 12, and one child age 18) are to be calculated as a family of 3 + 1 (\$30,200+\$19,000=\$49,200) and not as a family of 4 (\$32,700). Please take this into consideration when calculating the total cost of sponsorship.</p> <p><b>Seniors:</b> When sponsoring a senior(s) (age 62 or older) you will be asked to deposit additional funds, in accordance with RAP policy.</p> <p><b>Note:</b> If, at or prior to the time of arrival, financial liabilities (RAP Rates) are higher than the estimated figures presented herein, cosponsors will be required to deposit additional funds with the Archdiocese of Toronto.</p>
2	\$ 28,100	
3	\$ 30,200	
4	\$ 32,700	
5	\$ 35,300	
6	\$ 37,200	
7 or more, for each additional member, add	\$1,500	

Please be aware that it is illegal to cover the financial liability with funds obtained from the refugees.



# Covering Medical Needs for Refugees

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- While newcomers to Canada receive health care coverage from federal and provincial programs, like the Interim Federal Health Program (IFH) and the Ontario Health Insurance Plan (OHIP), cosponsors are required to cover any medical costs not covered by these government programs.
- Special attention should be paid to newcomers with critical health issues (e.g. dental, vision, chronic diseases etc.).
- You may want to consider obtaining supplemental health insurance in advance of your refugee's arrival to Canada.



# Constituent Groups (CG)

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## What is a CG?

- A CG is a group authorized by a SAH to sponsor refugees under the Sponsorship Agreement. A CG consists of volunteers (3-5 individuals) who form a refugee committee and are usually associated with a faith group (e.g., Church) or community group. Members volunteer their time and resources necessary to undertake this work.

## Why is a CG required?

- CGs provide assistance to cosponsor re: the logistical elements of resettlement (e.g. housing, setting up a bank account, arranging for a family doctor etc.)
- To intervene when a sponsorship breakdown is inevitable.

# Monitoring of Newcomers

Monitoring

- IRCC monitors refugees to ensure that sponsors are fulfilling their financial and non-financial responsibilities, including registration with a settlement agency (e.g., Catholic Cross-Cultural Services (CCS), YMCA, etc.), and access to settlement services provided by the agency.
- As part of monitoring efforts, IRCC pro-actively interviews newcomers. The monitoring process is being done through email surveys and telephone calls (with translators).
- SAHs, CGs and cosponsors are not notified by IRCC unless a support gap has been identified.
- All parties should take increased care to ensure that IRCC's rules are being followed.
- Principal Applicants have the right to either accept or decline the interview.
- All settlement support is to be well documented. Avoid cash disbursements.

# Conclusion

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If the refugee, you are planning to sponsor is eligible for resettlement;

Then cosponsors are required to...

- Have 100% of the necessary funds to cover the cost of sponsorship;
- Be prepared to cover any medical costs that are not covered by IFH or OHIP; and
- Complete all immigration forms in a timely manner.

Applications will be reviewed on a first-come, first-served basis.

# For more info....

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- [ORAT Newsletter](#) (attendees to be included on mailing list)
- [Facebook](#)
- ORAT website: [www.orat.ca](http://www.orat.ca)
- [Eventbrite](#): Click here to register for ORAT information sessions
- [Refugee Sponsorship Training Program \(RSTP\)](#): Click here to register for RSTP webinars
- Immigration Canada: [www.cic.gc.ca](http://www.cic.gc.ca)