



Administration for Children & Families Office of Refugee Resettlement

Sponsor Application

About you - the sponsor - and the child(ren)

1) Name(s) of the child(ren)

List the names of all children you are applying to sponsor

Your relationship to the child(ren)

e.g., mother, uncle, family friend

2) Your Name

3) Other names you have used

List other names you have used, such as your name before you were married or maternal last names (separate with commas)

4) Your country of origin

Where you were born

5) Your date of birth

month/day/year (e.g., 12/31/1979)

6) Phone numbers

e.g., 210-555-1234

Primary Phone

Secondary Phone

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7) Your email address

8) Language(s) you speak

Where will you and the child(ren) live?

9) Address

Street Address
(+ apartment number, if applicable)

City

State

Zip code

10) Who else currently lives at this address?

Include everyone who lives at this address, except yourself. A phone number and email address for adults (ages 18 or older).

Household Member Name	Date of Birth	Relationship to you (the sponsor)	Relationship to the child	Phone Number	Email Address
<i>(EXAMPLE) Miguel</i>	<i>12/31/1985</i>	<i>Brother</i>	<i>Uncle</i>	<i>555-555-5555</i>	<i>mperez@email.com</i>

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Adult Who Will Care for the Child(ren) if You Cannot

If you become unable to care for the child(ren), who will care for the child(ren)?

12a) Name of potential adult caregiver

12b) Date of birth of potential adult caregiver

12c) Contact information of potential adult caregiver

Phone Number

Street Address
(+ apartment number, if applicable)

City

State

Zip code

12d) What is their relationship to the child(ren)?

(grandparent, aunt, sibling over 18 years old, etc.)

12e) What is their relationship to you, the sponsor?

12f) How will the child(ren) be cared for if you become unable to care for them?

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Financial Information

13) How will you financially support the child(ren)?

Include all sources and amounts of your income (for example, the amount you are paid each week) as well as explaining any financial support from others who will help financially support the child(ren).

Health Information

14a) Does any person in your household have any serious contagious diseases (TB, AIDS, hepatitis, etc.)?

Yes No

If yes, please explain:

14b) Are you aware of any health conditions the child(ren) may have (disabilities, allergies, diseases, etc.)?

Yes No

If yes, please explain:

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Criminal History

If you answer "YES" to either of these questions, you will need to provide more information. See the Supporting Documentation section of this form (page 8 of this packet) for more information.

15a) Have you ever been charged with or convicted of a crime (other than a minor traffic violation; e.g. speeding, parking ticket, etc.)? Yes No

15b) Have you ever been investigated for the physical abuse, sexual abuse, neglect, or abandonment of a child? Yes No

15c) Have you ever committed, agreed to commit, asked someone else to commit, helped commit, or tried to commit a crime or offense for which you were NOT arrested? Yes No

Sign & Date Your Application

I declare and affirm under penalty of perjury that the information contained in this application is true and accurate to the best of my knowledge.

I attest that all documents I am submitting or copies of those documents are free of error and fraud.

I will provide for the physical and mental well-being of the child(ren). I will also comply with my state's laws regarding the care of this child including:

- Enrolling the child(ren) in school;
- Providing medical care when needed;
- Protecting the child(ren) from abuse, neglect, and abandonment; and
- Any other requirement not herein contained.

I understand that knowingly and willfully falsifying, concealing, or covering up a material fact, or making any materially false, fictitious, or fraudulent statement or representation, or making or using any false writing or document knowing it contains any materially false, fictitious, or fraudulent statement or entry, is a violation of 18 U.S.C. § 1001 and may subject me to fines, imprisonment, or both. ORR may report fraudulent information to Federal law enforcement.

YOUR SIGNATURE

DATE

Need Help? Contact your Federal Field Specialist.

STAFF USE ONLY - The Federal Field Specialist must complete this section if they assisted the sponsor applicant with entering information into this form.

I attest under penalty of perjury that to the best of my knowledge:

- Any information I entered into this form on behalf of the sponsor applicant is an accurate and complete representation of information provided to me by the sponsor applicant; and
- I have not altered or otherwise misrepresented the information provided by the sponsor applicant.

Federal Field Specialist Signature

Federal Field Specialist Name

Date

Need Help? Contact your Federal Field Specialist.

Supporting Documents

Please provide the following documents. If you are unable to provide the documents we ask for, please explain why in the textbox below and contact your Federal Field Specialist. We may reject your application if any of the required information is missing, incomplete, or inaccurate.

1) Proof of Child's Identity

Legible full color photocopy, digital scan, high-resolution digital photo, or original version of the child's birth certificate.

2) Proof of Identity for you and, as applicable, any household members

Legible full color photocopies, digital scans, high-resolution digital photos, or original versions of government-issued identification documents. You must present at least one selection from the list below for yourself and each adult member of your household. Expired documents will **not** be accepted.

Acceptable Proof of Identity Documents
U.S. Passport or U.S. Passport Card
Permanent Resident Card or Alien Registration Receipt Card (Form I-551)
Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa
Employment Authorization Document that contains a photograph (Form I-766)
Foreign passport with Form I-94 or Form I-94A with Arrival-Departure Record, and containing an endorsement to work
Passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI
Driver's license or ID card issued by a U.S. state or outlying possession of the United States provided it contains a photograph or information such as a name, date of birth, sex, height, eye color, and address
ID card issued by U.S. federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, sex, height, eye color, and address
U.S. Military card or draft record
U.S. Military dependent's ID card
U.S. Coast Guard Merchant Mariner Card
Native American tribal document
Driver's license issued by a Canadian government authority

Need Help? Contact your Federal Field Specialist.

3) Legal Records (if applicable)

If you answered "YES" to either question 15(a) or 15(b) on this form, please provide us with the following information for each charge/conviction:

- Name of person involved
- Place and date of the incident
- Explanation of the incident
- Disposition of the incident (e.g., charges dropped, fined, imprisoned, probation, mandated or voluntary classes, counseling, or other required actions that were part of a plea agreement or court agreement)
- Legible full color photocopies, digital scans, high-resolution digital photos, or original versions of court record(s), police record(s), and/or governmental social service agency record(s) related to the incident(s)

4) Proof of Address

An original version of at least one form of documentation verifying your current address. Acceptable forms of documentation include:

- Your current lease with your name
- Your current mortgage statement with your name, dated within the last month before submission of this application
- A valid, unexpired state ID with your current address and photo
- A utility bill, addressed to you at your current address, dated within the last month before submission of this application
- Your bank statement dated within the last month before submission of this application
- A payroll check stub issued by your employer, dated within the last month before submission of this application

5) Proof of Income

Legible full color photocopy, digital scan, high-resolution digital photo, or original version of at least one form of documentation verifying your income. Acceptable forms of documentation include:

- Previous year's tax return (if in the United States during that year)
- Copies of paystubs for the past consecutive 60 days;
- An original letter from your employer, signed within the past 60 days, verifying employment and salary.
 - The letter must be on company letterhead and contains verifiable contact information for the employer and supervisor.
 - An ORR Representative must speak with the supervisor or company Human Resources division to verify the information in the letter.
- Documentation of:
 - Income received from assets (for example, a 1099-INT tax form from the previous year or receipts from rental income received covering the last 60 days) or investments

Need Help? Contact your Federal Field Specialist.

- Unemployment benefits
- Strike pay
- Gifts
- Annuities
- Alimony
- Proceeds from a settlement
- Public Assistance Records:
 - Temporary Assistance for Needy Families (TANF)
 - Supplemental Security Income (SSI)
 - Cash Assistance
- A balance page from the sponsor’s most recent quarterly bank statement
- *Affidavit of Financial Support* (Form SAP-8) (multiple forms may be submitted)

6) Proof of Relationship

Legible full color photocopy, digital scan, high-resolution digital photo, or original version of at least one document to provide proof of a relationship between you and the child.

Your Relationship to the Child	Acceptable Documents
Parent	<ul style="list-style-type: none"> ● Birth certificates ● Court records ● Parent's government-issued photo ID
Step-Parent You have legally adopted the child	<ul style="list-style-type: none"> ● Birth certificates ● Parent's government-issued photo ID ● Step-Parent's government-issued photo ID ● Marriage certificate ● Court order documents confirming adoption or legal guardianship has been established
Legal Guardian	<ul style="list-style-type: none"> ● Court order documents confirming adoption or legal guardianship has been established ● Birth certificates ● Legal guardian's government-issued photo ID ● Guardianship records ● Death Certificates

Need Help? Contact your Federal Field Specialist.

Family Member	<ul style="list-style-type: none">• Birth certificates• Trail of familial birth and/or death certificates showing that you and the child are related• Marriage certificates• Court records• Written affirmation of relationship from your Consulate
You are not related to the child	Please contact your Federal Field Specialist

7) Reason you are unable to provide all the documents we ask for (if applicable)

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