Community Access Team Application

Part A. Contact Information

1. Name of Group (if not coming from an organization, please create a group name for identification)

2. Affiliated/member groups (if any)

3. Neighborhood where group is based

4. Contact person (name, email, phone)

5. Date of submission

Part B. House to Home Team

1. Why are you interested in offering community access for a refugee family?

2. Has your group (or have any individuals in your group) every worked with refugees or other marginalized populations before?

3. What skills/assets/strengths would your group bring to the program?

4. What challenges would your group expect to face?

5. Have you recruited at least 6 volunteers who will serve as the community access team?
<table>
<thead>
<tr>
<th>Name of Role</th>
<th>Name of Team Member</th>
<th>Availability (days of week, times)</th>
<th>Other Relevant info/skills</th>
</tr>
</thead>
<tbody>
<tr>
<td>Team Coordinator</td>
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<tr>
<td>Appointment Transport Lead</td>
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<tr>
<td>Appointment Transport Support Volunteer(s)~</td>
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<tr>
<td>Community Key Places Lead</td>
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<tr>
<td>Community Key Places Support Volunteer(s)+</td>
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</table>

6. Does anyone in your group have language capacity (other than English)? If yes, please list the name, the language(s), and the level (beginner, intermediate, proficient, fluent) for each individual.

7. Which member of your group will be responsible for ensuring that all volunteers attend all required trainings and submit a background check? (DLCS will provide instructions)

8. Which member of your group will be responsible for ensuring that all volunteers have a valid license and insurance?

Part C. Commitments

9. Is your group able to commit to ensuring the refugee family gets to all of their appointments?
10. Is your group able to commit to showing the family how to ride public transportation to key places?

11. Is your group able to commit to using key community locations (ie: laundromat, library, school, local parks, grocery store)

12. What is your goal and strategy of finding all the necessary key places?

13. What is your strategy when the person assigned to take a family to a key appointment and they end up not being able to?

**Part D. DLCS Feedback and Approval**

1. DLCS Feedback:

2. Community Access Team Lead Response to the DLCS feedback:

**For DLCS office use only**

Group Trained on: ________________________________

(Date)

DLCS staff signature ________________________________