

US Army Garrison Kaiserslautern Sponsors

Presented by: Ebony A. Bowman-Herriott
Relocation Assistant

"Ambassadors for Readiness"



Relocation Readiness Program

Pulaski Barracks, Building 2891

DSN 493-4203/4064

Civilian 0631-3406-4203/4064

- Relocation Readiness Program Manager
Roderick Amodia



Objectives

- Duties and responsibilities of sponsors and sponsorship leaders
- When/where to greet Soldiers
- Requirement to in-process Soldiers at PAX Terminal Ramstein
- Available resources
- Use of NTVs and POVs
- Sponsor feedback and recognition



*“You never get a second chance
to make a good first
impression.”*



Sponsorship Regulations

- AR 600-8-8 Total Army Sponsorship
- AER 600-8-8 Military and Civilian Sponsorship
- AE Pamphlet 600-8-8
'How to Be a Good Sponsor'



Problems Associated with Frequent Relocation

- Poor moving decisions
- Loss of work time
- Sense of loss
- Fear of unknown
- Feeling of isolation
- Family problems
- Financial problems
- Language barrier



What do Sponsors do?

- Provide sense of belonging
- Make new arrivals feel welcomed
- Help Soldiers make informed decisions
- Help Soldiers & Families get settled quicker



Qualifications

- Appointed in writing or notified through Sponsorship Management
- Same rank or higher
- Same marital status
- Same MOS desired
- Knowledgeable
- Be Available
- Positive



Sponsorship Leaders

Responsibilities:

- Authorization to use of NTVs/mileage reimbursement
- Available community/information resources
- Sponsor feedback and recognition
- Sponsorship management

Sponsor Responsibilities:

- Pre-arrival
- Arrival
- Post-arrival

Types of Sponsors:

- Advance arrival
- Reactionary



Pre-arrival Support

Goal: Provide information needed to make informed decisions and to identify special needs

- ✓ DA Form 5434 or Sponsorship management (S-GATE)
- ✓ Military Installations ,Plan my Move + MilitaryOneSource at <http://www.militaryhomefront.dod.mil/>
- ✓ Phone Contact and Welcome Packet (pick up at ACS) within 10 calendar days of Sponsorship Management notification
- ✓ Introduce yourself and the mission of the unit



Pre-arrival Support

- ✓ Obtain travel and arrival plans
 - ✓ Make lodging reservations 60 days prior (pets, kids)
- ✓ You can not ship Privately Owned Firearms (POFs) and dangerous dogs (i.e. pit bulls) to Germany
- ✓ Notification of critical information that may affect assignment (EFMP, retirement, etc.)



Pre-arrival Support cont'd

- Discuss housing and cost of living
- Encourage soldier to visit Army Community Service Relocation Readiness Program
- Helpful Website:
 - ✓ www.militaryhomefront.dod.mil/moving
 - ✓ www.hqusareur.army.mil
 - ✓ www.mwrgermany.com
 - ✓ www.ahrn.com



Arrival Support

Goal: To help the Soldier and Family get settled quickly and comfortably

- ✓ Make the family feel welcomed
- ✓ Ensure basic needs are met
- ✓ Introduce Family to the community



Arrival Support

- ✓ Meet the newcomer upon arrival at pre-determined location
- ✓ Include your Family Members if appropriate
- ✓ Coordinate transportation
- ✓ Provide list of useful phone numbers
- ✓ Provide tour of essential community locations
 - ✓ Off-limit establishments
- ✓ Introduce newcomer to co-workers



Arrival Support

- ✓ Arrange first meal
- ✓ Encourage visit to ACS
- ✓ Help Soldier/Family get settled in lodging
- ✓ Assist in locating permanent housing
- ✓ Assist in registering POV and obtaining a USAREUR driver's license



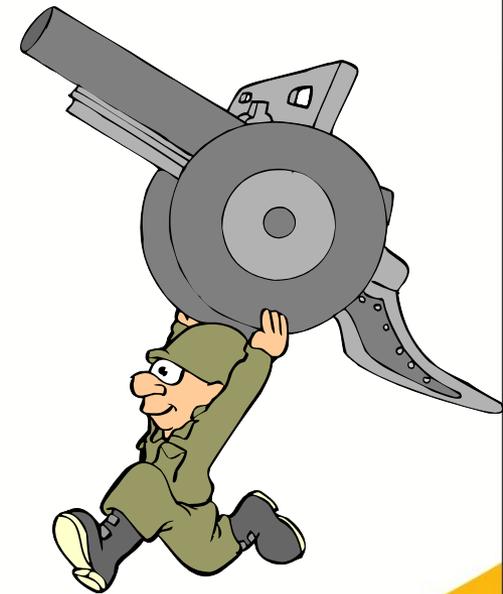
In-processing

- All Soldiers in process through Reception support Ramstein PAX terminal before proceeding to their CPFs (Kleber Kaserne)
- All Soldiers (LTC & below) in process through the In-processing Training Center (ITC) at the Kaiserslautern Community Activity Center (KCAC) on Daenner Kaserne
 - ✓ Sponsor will escort Soldier to in processing appointments and location on the in processing checklist
- Single & unaccompanied Soldiers may use PCS orders as meal card



In-processing

- Need financial records for travel claim on Day 1 or 2
- Report to ITC on Day 2 or 3 for in-processing
- Need 201 file, medical records, dental records, school records, EFMP records



ACS Support

- Lending Closet
- Culture College
(Monthly Orientation)
- German Class
- English as a Second
Language (ESL) classes
- Multi-Cultural Spouse's
Club
- Financial Advisor
- Army Emergency Relief
(AER)
- Employment Readiness
- Community Briefings
- EFMP Support
- Family Advocacy
- AFTB/AFAP



Post-arrival Support

Goal: To ensure Soldier and Family are acclimated to new community

- ✓ Follow up contact 30 days later
- ✓ Follow up contact before deployment or field exercise
- ✓ Accompany to Family Readiness Group & Orientation



Sponsorship Tools

- AE Pam 600-8-8 “How to Be a Good Sponsor”
- Kaiserslautern website www.mwrgermany.com
- ACS Welcome Packet
- Army/Military OneSource
www.militaryonesource.com
- MilitaryHOMEFRONT www.militaryhomefront.osd.mil
 - Moving Checklist & Calendar



Local Items of Concern

- On post housing
- Off post housing
- Foreign Country
- Language Barrier
- Schools
- Child Care



Housing Procedures



- Housing Assignment Policy

<http://www.ramstein.af.mil/library/factsheets/factsheet.asp?id=13946>

- Automated Housing Referral Network

www.ahrn.com

- Mandatory Housing briefing

Vogelweh Housing Office, Building 1001

- No advance applications

- Must visit Housing before signing a lease



Single Soldier E6 and Below must have approval to reside off post



Financial Aspects of Off-post Housing

- High rent for off post housing
 - Limited rental properties
- Dollar versus Euro exchange rate
- Visit school for information on villages serviced by school buses
- Allowance for rental and utilities paid by government
 - \$77 enrollment fee for tax free utilities



Now that your Newcomer has made it here...

- Study for Driver's Test
 - <http://ows-public.sembach.af.mil/index.cfm?section=Newcomer>
- Get Driver's license / International License
(Daenner Kaserne, Bldg 3104)
- Register dogs/cats with the Vet Clinic
(Pulaski Barracks, Bldg 2928)
- Obtain SOFA Stamp/Card for each Family Member (Kleber Kaserne, Bldg 3245)



Winter Weather

- *Usually* mild winters
- Winter tires or all season tires are required in the winter month (must say "M&S" or you will be fined by the German Polizei)
- Emergency kit and First Aid kit must be in car!



Schools & Child Care

Schools

- School Liaison Officer
Pulaski Bks, Bldg 2917
DSN 493-4123
- School web site
www.eu.dodea.edu
- Home-Schooling
- Youth Sponsorship

Child Care

- Limited child care
- Parent Central Services
Pulaski Barracks, Bldg 2898,
DSN 493-4516/4122
- Family Child Care (FCC)
RAB, Bldg 408, DSN 480-
1180
- Most German child care
options do not tailor to SM's
work schedules



Director of Logistics

- Use of NTVs and POVs
- Three Steps:
 - Unit Transportation Coordinator (UTC) submits vehicle request to Transport Motor Pool (TMP)
 - TMP will issue statement of non-availability
 - Sponsor will submit SF 1146
(Claim for Reimbursement for Expenditures on Official Business)



Sponsor Feedback & Recognition

- DA Form 7274 Sponsorship Program Survey to be completed by every new Soldier after he/she finishes in-processing
- Commanders should recognize effective sponsors who perform their duties in an exemplary manner



Objectives

- Duties and responsibilities of sponsors and new Soldiers
- When/where to greet Soldiers
- Requirement to in-process Soldiers
- Available community and informational resources
- Use of NTVs and POVs
- Sponsor feedback and recognition

Questions/Comments?

Please complete the Class Evaluation to help improve our classes in the future.



For more information:

USAG K, Army Community Service

Relocation Readiness Program

Pulaski Barracks, Building 2891

DSN: 493-4203/4064

Civilian: 0631-3406-4203/4064

Email: roderick.amodia.civ@mail.mil

