



Sponsorship Training & Pre-Arrival Resources

10 March 2016

Army Community Service/Relocation Readiness USAG Ansbach



**IMCOM delivers and integrates base support to enable readiness
for a self-reliant and globally-responsive All Volunteer Army**

We are the Army's Home



Categories of Sponsors



Reactionary

Youth

Spouse

Advance
Arrival

Rear

Detachment

Outbound



Training Requirements



- Individual sponsors receive two types of training
 - Online: focused on command/unit integration
 - ACS: focused on community integration
- Soldiers, civilians, and spouses are required to attend ACS training prior to performing duties
 - Sponsorship training must be recertified to ensure up-to-date knowledge and information



Training Requirements



- USAREUR OPORD 43-12 requirements (soldier & civilian sponsorship)
 - 3.B.1.B: “Maintain a trained pool of unit sponsors...to ensure the unit sponsorship pool is comprised of the same categories of sponsors as incoming personnel (e.g. married sponsor to married inbound, single female to single female inbound, etc.). The...pool will be no less than **15%** of unit’s assigned strength.”
 - 3.B.1.D: “Ensure unit sponsors attend IMCOM-E Army Community Service’s Sponsorship Training.”
 - 3.B.1.H: “Soldiers in the rank of E-1 thru O-6 and DA Civilians in grades GS-15 and below WILL be assigned a sponsor.”



Training Requirements



- USAREUR OPORD 43-12 requirements (spouse sponsorship)
 - 3.B.2.C: “Develop a spouse sponsorship program to ensure that each spouse will be offered a volunteer spouse sponsor.”
 - 3.B.2.M: “Ensure soldiers and DA Civilians complete all required fields in EASI-GATE to include...spouse’s e-mail address...”
- Volunteer Spouse Sponsors must become ‘official’ statutory volunteers of the organization
- Spouses can not be coerced to perform any duties, per DoD 1400.33



Local Training



- *Once a month for Soldiers or by Unit request
 - Soldiers 2nd Tuesday of every month from 1430-1630 hours
 - Held at the Bismarck Theater or ACS Classroom depending on size of class.
 - Pre-register with ACS to ensure unit sign-in roster
 - Roster will be scanned back to unit as confirmation of training
 - Documentation of training is a unit responsibility

- *Once a quarter in family-friendly locations for Spouses and Civilians.
 - Held in the ACS Classroom, during the day. (When possible during the School day.)
 - Civilians and Spouses refer to the ACS calendar for dates and times please pre-register with ACS to ensure classes have participants (see below).

- * *These classes will be cancelled if there are no pre-registrations on the day of the class.*



Local Youth Training



- Youth Sponsorship training is briefed at the High School
- Please contact the CYS (Child and Youth Service) or School Liaison Officer for information on training.
- Telephone for CYS and School Liaison services Ansbach
DSN: 467-2533 / 2531
- Information on Sponsorship can be attained from the Army Community Service, DSN: 467-2883



Roles and Responsibilities



- Reference documents:
 - AR 600-8-8, section IV, para 2-11 & Table 2-6
 - “Rules for sponsoring a Soldier or Civilian employee”
 - AER 600-8-8, section I, para 4h
 - “Responsibilities – Sponsors”



Roles and Responsibilities



- Contact the newcomer
- Mail ACS Welcome Packet
- Provide community in-processing information
- Conduct Needs Assessment
- Provide local housing & cost of living information
- Initiate contact between spouses & children, when appropriate
- Provide USAREUR drivers training/testing information
- Provide arrival meet-and-greet information
- Arrange temporary lodging & transportation
- Inform chain of command of any status changes
- Promptly follow-up & answer questions
- Discuss travel plans & members in travel party
- Confirm temporary lodging
- Discuss pet arrangements



Roles and Responsibilities



- Discuss local currency
- Provide information on possession & registration of firearms
- Discuss host nation laws on dangerous dogs
- Receive sponsorship training
- Personally greet the newcomer
- Coordinate mission-related transportation during in-processing
- Arrange for newcomer to register for the ACS Newcomer Orientation, if applicable, with Spouse.
- Help the newcomer with in-processing when necessary
- Familiarize the newcomer & family with garrison facilities & services
- Introduce the newcomer to their chain of command
- Help the newcomer find adequate housing & transportation to housing appointments
- Help the newcomer register their POV



NTV Authorized



- Reference: AER 58-1, para 1-8a
 - “Allow sponsors to use NTVs to pick up arriving Soldiers and Civilians at commercial or military terminals when they arrive in country.”
 - “...must consider the use of the Sponsorship Bus and determine that the use of the S-bus does not meet mission requirements.”
 - “Authorize NTV use for in- and outprocessing activities if DOD-schedule transportation and public transportation cannot responsively meet mission requirements



NTV Authorized



- Reference: AER 58-1, para 1-8 f & g
 - “The commercially contracted S-bus is the first option for incoming and departing personnel in a PCS status.”
 - “Transportation after arrival at the military duty location should follow the standard prescribed for community in-and-around transportation.”



Community Information



- ACS Welcome Packet mailed to the newcomer via official mail
- www.MilitaryInstallations.dod.mil
 - Enter garrison name to get to official installation home page
- www.housing.Army.mil
 - On-post housing information, wait list information
- For all - Accompanied Soldiers & Unaccompanied E-7 and above please go to this web-site:
<http://www.12cab.army.mil/Housing.html>
- For further Housing Referral information
- <https://www.housing.army.mil/#!pg=post&sp=welcome>

◀ Get to know another installation

Ansbach, United States Army Garrison, Germany

- Installation Overview
- Installation Contacts
- Photos
- Major Units
- Installation Booklet
- Local Community Information

PRINT FRIENDLY VIEW (PDF) TEXT SIZE

Meinhardswindener Strasse
 USAG Ansbach
 Unit 28614, Barton Barracks
 Bldg. 5253
 Ansbach, Germany 91522
 Phone 011-49-981-183-1500
 Phone (DSN) 314-468-1500
 Fax 011-49-981-183-731
 Fax (DSN) 314-468-7731

Email | Website | Website | Map

Get to know the installation

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 - EFMP - Enrollment
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 - Special Education/EIS
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- » Child and Youth Programs
 - Child Care
 - Youth Services
- » New Parent Support Program
- » Family Center
 - Employment
 - Relocation Assistance
 - Loan Closet
 - Financial Assistance
 - Emergency Assistance
 - Legal Assistance
 - Deployment Support

Fast Facts



Location: Ansbach is located in the northern part of Bavaria, approximately 117 miles southeast of Frankfurt and 26 miles southwest of Nuernberg. U.S. Army Garrison (USAG) Ansbach consists of three separate U.S. installations and one satellite installation. Barton Barracks in Ansbach is the Headquarters Kaserne. Katterbach and Bismarck Kasernes are located in the village of Katterbach, three miles from Ansbach. Shipton Kaserne is the post's training area and URLAS (right next to Shipton) is an on-going project - housing area, temporary lodging and also the new home of our Commissary and PX. Storck Barracks, located just outside the village of Illesheim is a sub-community of USAG Ansbach. Ansbach's [homepage](#)

Cost of Living: Higher than the U.S. average.

Base Operator: 011-49-711-680-113 or DSN 314-430-1110

Base Emergency Numbers: Military Police

Military Police: 09802-83-114/DSN: 114 USAG Ansbach

Military Police: 09841-83-114/DSN: 114 USAG Ansbach-Storck Barracks (Illesheim)

SHARP HOTLINES
[Website for hotlines SHARP](#)

24/7 Hotline COM: 49(0)9641-83-4567
 24/7 Hotline DSN: 314-475-4567

Population: The Ansbach military population is approximately 5,250. This figure includes family members, DOD civilians, contractors, and retirees, in both Ansbach and Illesheim.

Area Population: 50,000

Base Transportation: A military Shuttle bus runs from Barton Barracks to Bleidorn housing, Katterbach Kaserne, Bismarck, Shipton Kaserne, URLAS and also Storck Barracks stopping at various locations allowing passengers access to medical and other Quality of Life facilities. The bus runs several times daily, Monday-Friday (7:00 a.m. - 6:00 p.m.), except American/German holidays. Bus service is for authorized ID card holders. Due to limited public (German) transportation to and from Katterbach Kaserne, Bismarck Kaserne and Shipton Barracks it would improve your mobility if you shipped your POV well in advance. At the weekends there is no public transportation and taxis can be expensive. At Storck Barracks right outside of the gate is the train station (Bahnhof) Illesheim it runs daily every hour from early morning until around 10:00 p.m.

Child Care: Ansbach Child Development Centers (CDC) have received DOD certification. We have 2 CDC buildings, on Katterbach Kaserne one for infants and pre-toddlers and one for toddlers, pre-school aged children and kindergarten aged children this year they will open a satellite CDC for hourly care at Storck Barracks there is one main CDC. For more information call 011-49-9802-832-533.

Schools: The Ansbach Military Community offers a wide range of educational opportunities for our troops. We have 2 Elementary Schools, a Middle/High, and our Education Center is safe to assist in college enrollment and educational testing. The Elementary Schools, [Rainbow, Ansbach](#), and [Illesheim Elementary School](#) in Storck Barracks and the [Middle/High School](#) are part of the Department of Defense Dependents School (DoDDS), which is part of the Department of Defense Educational Activity (DoDEA). It is a public school serving the children of American Army units. For more information please call the School Liaison Office (SLO) 011-49-9802-832-098.

Youth Services: Youth Service is a dynamic program offering a wide variety of programs and

Need personal assistance?

Call your relocation manager »

Or, for 24/7 assistance, call Military OneSource. »



No question is too big or too small
800-342-9647



Subscribe to the Military OneSource eNewsletter!

Plan My Move

Take control of your PCS move



Do you have orders?

Request a Sponsor »

Additional Resources

- Housing
- Household Goods
- Local Community
- Financial Planning
- Employment
- Child Care
- Education
- MWR
- Special Circumstances



Military Installations:
 Ansbach, United States Garrison



Community Information



- Official garrison website

- www.ansbach.army.mil

- Army FMWR website

- www.ansbach.armymwr.com

- ACS: services, lending closet, classes, Host Nation Orientation, train trips etc.

- CYSS: registration, child care, youth sports, School Liaison Officer, etc.

- Sports & Fitness: locations and hours, classes, etc.

- Facebook sites

- Garrison: www.facebook.com/usag.ansbach.7

- FMWR:

- <http://ansbach.armymwr.com/europe/ansbach/>

- ACS:

- <http://ansbach.armymwr.com/europe/ansbach/categories/community-support/>



ACS Lending Closet



- Lending closet items are available for individuals on PCS orders (inbound/outbound)
- Hours of operation
 - Ansbach/Katterbach:
 - M-Th from 0800-1700
 - Fr from 1200 -1700
 - Federal holidays - closed



ACS Lending Closet



Katterbach ACS

**Available for 30 days
only**

– GPS units

- **Available for 60 days**
- Silverware, dish sets, glasses
- Pots, pans & skillets
- Small kitchen items, can opener, whisk, cooking utensils
- Coffee maker, toaster, mixer
- Baby items, booster seats, high chairs, strollers

Note: inventory is subject to availability and may vary by location.



Immigration Resources



- Non-citizen, foreign spouses can NOT enter the US with just a military ID card and PCS orders
 - They MUST obtain an Immigration Visa
- The 3-step process can take 6-9 months, depending on the circumstances and the amount of time it takes the individual to obtain the required documents
- Advice: start the process when new spouse obtains military ID and enters into DEERS



Immigration Resources



- Immigration Visas are expensive
 - \$420: petition filing fee (paid with application)
 - \$325: visa fee (paid at the interview)
 - \$165: USCIS immigrant fee (paid just prior to flying to the US)
 - Additional fees:
 - Costs to obtain required original documents
 - Document translation
 - Medical exam
- Upon PCS CONUS, visa fees may be reimbursed if JFTR criteria is met



Reference Information



For more information, please contact the Army
Community Service Sponsorship Liaison at DSN
467-3362



END OF BRIEF

INSTALLATION MANAGEMENT COMMAND



“Sustain, Support and Defend”