Enhanced Services for Refugees from Nauru and Papua New Guinea Program (NRPP)

NRPP Documentation for Direct Refugee Assistance

The purpose of this document is to list accepted forms of documentation for NRPP funds requests. Documentation requirements have been made as simple as possible while still providing proof of cost, vendor, and client name for audit purposes. NRPP understands that many newly arrived refugees share expenses with friends and community members and lack documentation of financial transactions. The program seeks to accommodate these realities while still maintaining clear evidence of need. If a client does not have access to any of the documents described below, please contact nrppsupport@uscrimail.org to discuss possible alternatives.

**Rental Assistance**
- Lease
- Deed
- Mortgage Statement
- Shelter Verification
- Statement of overdue rent from landlord

**Training:**
- Invoice from vendor including vendor, client, date, and cost
- Receipt showing vendor, client, date, and cost
- IOU if funds for training were lent by a third party

**Debt:**
- IOU completed by the lender and client
- Bill from vendor
- Collection notice
- Screenshot of debt summary including vendor, client, and cost
- Screenshot of Venmo or other payment app transfer showing payee, client, cost, and purpose

**Car purchase:**
- Bill of sale
- Title including vehicle cost and client name
- Financing contract
- IOU showing funds lent by a friend for car purchase

**Dental treatment:**
- Treatment plan showing vendor, client, and (estimated) cost
- Receipt including vendor, client, and cost
- Insurance statement showing out-of-pocket charges
- Written statement from dentist including vendor, client, and (estimated) cost

**Item purchase:**
- “Shopping cart” or pre-checkout screenshot showing total cost (including shipping, if applicable)
- Receipt incl. vendor, client, and cost
- Invoice incl. vendor, client, and cost

**Food for a month:**
- No documentation needed

**Pocket money for a month:**
- No documentation needed under $200

**Emergency housing:**
- Hotel room rate (no client name needed)
- Receipt incl. vendor, client, cost, and date
- Invoice incl. vendor, client, cost, and date

**Immigration:**
- Price list from vendor (no client name needed)
- Price list from USCIS
- Invoice incl. vendor, client, cost, service, and date
- Receipt showing vendor, client, cost, and date