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July 05, 2023

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

REFUGEE COORDINATOR LETTER NO. 23-04

This letter allocates Federal Fiscal Year 2023 Additional Ukraine Supplemental Appropriations Act Refugee Support Services funding to refugee impacted counties for the Housing Assistance for Ukrainians.

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CALIFORNIA HEALTH & HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • *www.cdss.ca.gov*

KIM JOHNSON
DIRECTOR

GAVIN NEWSOM
GOVERNOR

July 05, 2023

REFUGEE COORDINATOR LETTER NO. 23-04

TO: COUNTY WELFARE DIRECTORS
COUNTY FISCAL OFFICERS
COUNTY REFUGEE COORDINATORS

SUBJECT: HOUSING ASSISTANCE FOR UKRAINIANS (HAU) PROGRAM ALLOCATIONS

REFERENCE: CATALOG OF FEDERAL DOMESTIC ASSISTANCE NO. 93.566

This letter allocates funding to refugee impacted counties for the HAU Program. The federal Office of Refugee Resettlement (ORR) awarded the California Department of Social Services (CDSS) Federal Fiscal Year (FFY) 2023 Additional Ukraine Supplemental Appropriations Act (AUSAA), Refugee Support Services base funding in the amount of $25,233,581 via Dear Colleague Letter (DCL) 23-11. The ORR subsequently provided policy guidance regarding allowable activities for AUSAA funding in Policy Letter (PL) 22-13 and PL 22-15. Counties are authorized to provide services with this grant beginning June 28, 2023. The grant period for the HAU Program is June 28, 2023, to September 30, 2024.

Counties receiving an allocation as indicated in this letter shall refer to and comply with Refugee Coordinator Letter 23-03, posted on June 28, 2023, which provides guidance regarding eligibility requirements for use of AUSAA funding, HAU Program reporting and invoicing requirements, and general guidance regarding HAU Program application approvals.

Federal Allocation Methodology

The total FFY 2023 AUSAA funding for the HAU Program is $19,592,724. The ORR used the following data to determine the “Number of People” and “Allocation” totals included in the FFY 2023 AUSAA RSS Base Allocations:

- FY 1991 through FY 2021 historic arrival data from the ORR Refugee Arrivals Data System for ORR-eligible Ukrainians arriving in the United States; and

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- Number of Uniting for Ukraine Form I-134 sponsor applications filed, by state, according to the United States Department of Homeland Security.

In determining allocations, ORR gave equal weight to the historic and sponsor data. The percentages derived from each state's proportion of these equally weighted national totals were applied to an estimated 100,000 Ukrainian arrivals in FY 2022 and FY 2023 to determine "Number of People" for each state. The "Allocation" of funding for each state was calculated by applying these same percentages to the total amount of AUSAA RSS base funds available for this allocation.

CDSS RPB Allocation Methodology - County Allocations

The HAU Program funding allocations to the counties is based on the following formula:

- The county allocations are calculated based on the Department of Homeland Security I-134, Declaration of Financial Support, for Ukrainian data as of March 20, 2023; the average household calculations (approximately five per household); and the Housing and Urban Development Fair Market Rent Values by County in calendar year 2023.

- The RPB is allocating the current funding based on a $5,000,000 (Maximum) and $200,000 (Minimum), with Los Angeles and Sacramento counties receiving the maximum allocation of $5,000,000 each and Stanislaus County receiving the minimum allocation of $200,000 regardless of household calculations.

Counties may claim up to 15 percent administrative costs, which is the maximum amount allowable. However, counties are encouraged to maximize the amount of funding for services provided by this grant.

Debarment and Suspension Requirements

Federal regulations require that individuals be restricted from receiving federal financial and non-financial assistance and benefits if they have been debarred or suspended pursuant to Title 2 Code of Federal Regulations (CFR) Part 180 and as supplemented with Part 376. Reasons for debarment/suspension may include a conviction for committing fraud or any other crime or action that shows a lack of business integrity (see 2 CFR Part 180 Subparts G and H for specific debarment/suspension criteria). The debarment/suspension requirements extend to an organization if a debarred/suspended individual is an officer, director, owner, partner, or if the individual has management or supervisory responsibility within the organization.

Counties are required to comply with the debarment and suspension provisions in 2 CFR Part 180 or 376 as a condition of receiving RSS funding. When arranging RSS-funded services through a subgrant or subcontract, counties must verify that the

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subgrantee or subcontractor is not excluded or disqualified from participation in federal assistance programs by:

1) Checking the federal General Services Administration System for Award Management, which has the most current information about persons who have been excluded or disqualified for participation in federal programs; and/or

2) Adding a clause to the contract/agreement in which the contractor agrees to certify that he/she and his/her principals are not debarred or suspended from federal financial assistance programs and services. Example: *"For federally funded agreements in the amount of $25,000 or more, the Contractor certifies that he/she and his/her principals are not debarred or suspended from federal financial assistance programs and activities."*

Federal Funding Terms and Conditions

All recipients and sub-recipients of federal funding, including RSS funding, are required to adhere to specific terms and conditions. See the terms and conditions Administrative Requirements, Section 2, for requirements when issuing statements, press releases, requests for proposal, bid solicitations and other documents describing projects or programs funded in whole or part with federal money. For more information regarding these terms and conditions and requirements, please visit:

- General Terms and Conditions:
  ACF-General Terms and Conditions-Mandatory Grants

- General Terms and Conditions Addendum (RSS Funding):
  ACF-General Terms and Conditions-Addendum for Refugee Programs

Should you have any questions regarding this letter, please contact Archie Cabanillas, Manager, Special Projects and Funding Unit, at Archie.Cabanillas@dss.ca.gov.

Sincerely,

Original Document Signed By:

ABDI ABDILLAHI, Chief
Refugee Programs Bureau

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Housing Assistance For Ukrainians (HAU) Program
Federal Fiscal Year (FFY) 2022
$19,592,724

(Catalog of Federal Domestic Assistance (CFDA) No. 93.566 - Refugee Assistance - State Administered Programs)
(Grant Period - October 1, 2022 through September 30, 2025)

$19,592,724	*Housing Assistance For Ukrainians (HAU) Program Total Funds*
$5,000,000	*Maximum amount allocated to Sacramento County*
$5,000,000	*Maximum amount allocated to Los Angeles County*
$200,000	*Minimum amount allocated to Stanislaus County*
$9,392,724	*Remaining amount for other counties listed below*

HAU Program County Allocations

County	Grant Number	*Financial Supporter Applicants in California (03/20/23 Data)*	*Household Calculation*	*Fair Market Rent for County*	*Allocation Based on Monthly Cost*	*Allocation Based on 6 Months*	*Approved Allocation Based on 50% Support*
Alameda	HAU2023 -01	680	136	$ 2,405	$ 327,080	$ 1,962,480	$ 981,240
Orange	HAU2023 -03	1262	252	$ 2,539	$ 640,843	$ 3,845,061	$ 1,922,530
San Diego	HAU2023 -05	1591	319	$ 2,700	$ 859,140	$ 5,154,840	$ 2,577,420
San Francisco	HAU2023 -06	770	154	$ 3,188	$ 490,952	$ 2,945,712	$ 1,472,856
Santa Clara	HAU2023 -07	1382	276	$ 2,941	$ 812,892	$ 4,877,354	$ 2,438,678
Total		**5685**	**1137**	**$ 13,773**	**$ 3,130,907**	**$ 18,785,447**	**$ 9,392,724**

Data Sources
DHS I-134 Declaration of Financial Support applicants in California as of March 20, 2023
Average Household Calculations (# of Financial Supporter Applicants divided by approximately five per household)
Housing and Urban Development Fair Market Rent Values by County in Calendar Year 2023

Additional Information
Sacramento County Grant Number: HAU2023-04
Los Angeles County Grant Number: HAU2023-02
Stanislaus County Grant Number: HAU2023-08

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July 12, 2023

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

REFUGEE COORDINATOR LETTER NO. 23-04E

The purpose of this erratum is to notify counties that a correction was made to the allocation spreadsheet in RCL 23-04.

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CALIFORNIA HEALTH & HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
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KIM JOHNSON
DIRECTOR

GAVIN NEWSOM
GOVERNOR

July 12, 2023

REFUGEE COORDINATOR LETTER NO. 23-04E

TO: COUNTY WELFARE DIRECTORS
COUNTY FISCAL OFFICERS
COUNTY REFUGEE COORDINATORS

SUBJECT: ERRATUM TO REFUGEE COORDINATOR LETTER (RCL) 23-04, HOUSING ASSISTANCE FOR UKRAINIANS PROGRAM ALLOCATIONS

The purpose of this erratum is to notify counties that a correction was made to RCL 23-04, dated July 05, 2023, the Housing Assistance for Ukrainians (HAU) Program allocation spreadsheet. The following changes are reflected in the attached HAU allocation spreadsheet:

- Federal Fiscal Year changed from 2022 to 2023.
- Grant Period changed from October 01, 2022 - September 30, 2025, to June 28, 2023 - September 30, 2024, to align with the language in RCL 23-04

Should you have any questions regarding the erratum or RCL No. 23-04, please contact Archie Cabanillas, Manager, Special Projects and Funding Unit, at Archie.Cabanillas@dss.ca.gov.

Sincerely,

Original Document Signed By:

ABDI ABDILLAHI, Chief
Refugee Programs Bureau

Enclosure

cc: CWDA

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Housing Assistance For Ukrainians (HAU) Program
Federal Fiscal Year (FFY) 2023
$19,592,724

(Catalog of Federal Domestic Assistance (CFDA) No. 93.566 - Refugee Assistance - State Administered Programs)
(Grant Period - June 28, 2023 through September 30, 2024)

$19,592,724	*Housing Assistance For Ukrainians (HAU) Program Total Funds*
$5,000,000	*Maximum amount allocated to Sacramento County*
$5,000,000	*Maximum amount allocated to Los Angeles County*
$200,000	*Minimum amount allocated to Stanislaus County*
$9,392,724	*Remaining amount for other counties listed below*

HAU Program County Allocations

County	Grant Number	*Financial Supporter Applicants in California (03/20/23 Data)*	*Household Calculation*	*Fair Market Rent for County*	*Allocation Based on Monthly Cost*	*Allocation Based on 6 Months*	*Approved Allocation Based on 50% Support*
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Total		**5685**	**1137**	**$ 13,773**	**$ 3,130,907**	**$ 18,785,447**	**$ 9,392,724**

Data Sources
DHS I-134 Declaration of Financial Support applicants in California as of March 20, 2023
Average Household Calculations (# of Financial Supporter Applicants divided by approximately five per household)
Housing and Urban Development Fair Market Rent Values by County in Calendar Year 2023

Additional Information
Sacramento County Grant Number: HAU2023-04
Los Angeles County Grant Number: HAU2023-02
Stanislaus County Grant Number: HAU2023-08

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September 26, 2023

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

REFUGEE COORDINATOR LETTER NO. 23-08

The purpose of this letter is to provide counties with updated Federal Fiscal Years (FFY) 2020, 2021, 2022, and 2023 Refugee Support Services funding project periods and to inform counties of continued reporting requirements through the end of the updated project period.

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KIM JOHNSON
DIRECTOR

GAVIN NEWSOM
GOVERNOR

September 26, 2023

REFUGEE COORDINATOR LETTER NO. 23-08

TO: COUNTY WELFARE DIRECTORS
COUNTY FISCAL OFFICERS
COUNTY REFUGEE COORDINATORS

SUBJECT: UPDATED FEDERAL FISCAL YEARS (FFY) 2020, 2021, 2022, AND 2023 REFUGEE SUPPORT SERVICES (RSS) GRANT LIQUIDATION DEADLINES

REFERENCE: RCL 22-11, RCL 22-12, RCL 23-02, RCL 23-04, RCL 23-04E, RCL 23-06

This Refugee Coordinator Letter (RCL) provides refugee impacted counties with updated Refugee Support Services (RSS) grant periods for FFY 2020, 2021, 2022, and 2023 funding. The term "RSS" includes RSS base, Afghanistan Supplemental Appropriations Act (ASA) RSS, and Additional Ukraine Supplemental Appropriations Act (AUSAA) RSS funding, including all set asides. This RCL provides additional clarification for reporting requirements for the extended grant periods.

The Office of Refugee Resettlement (ORR) released Policy Letter (PL) 23-01 on January 25, 2023, and subsequently, updated the PL on August 16, 2023, to announce the extended liquidation dates (end of project period) for FFY 2020, 2021, 2022, and 2023 RSS funding. The extended liquidation dates apply to all of the following RSS allocations and all future FFY 2022 and FFY 2023 RSS allocations.

- FFY 2020 RSS allocated in RCL 20-04
- FFY 2020 Services for Older Refugees (SOR) allocated in RCL 20-05 and RCL 20-05E
- FFY 2021 RSS allocated in RCL 21-03
- FFY 2021 SOR allocated in RCL 21-04
- FFY 2022 ASA RSS allocated in RCL 22-04, RCL 22-04E, and RCL 22-05
- FFY 2021 RSS allocated in RCL 22-06
- FFY 2022 RSS allocated in RCL 22-07 and RCL 22-07E
- FFY 2021 RSS Augmentation allocated in RCL 22-09

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- FFY 2022 SOR allocated in RCL 22-11
- FFY 2022 ASA SOR allocated in the RCL 22-12
- FFY 2022 ASA ASOR Augmentation allocated in RCL 23-02
- FFY 2023 AUSAA Housing Assistance for Ukraine allocated in RCL 23-04 and RCL 23-04E
- FFY 2023 AUSAA RSS allocated in RCL 23-06 and RCL 23-06E
- FFY 2023 RSS allocated in RCL 23-07

Updated Federal Fiscal Years 2020, 2021, 2022, and 2023 RSS Grant Project Period End Dates

The project beginning date remains as mentioned in each allocation letter; however, the project period end date for each FFY is updated as follows.

RSS Grant Year	Project Period End Date
FFY 2020	9/30/2023
FFY 2021	9/30/2024
FFY 2022	9/30/2025
FFY 2023	9/30/2026

Claiming Requirements

Final county reimbursement claims for each FFY funding must be received by the Refugee Programs Bureau no later than close of business 45 days after the project period end date for that year's funding. Counties must use form RS 52, Claim for Reimbursement, to request reimbursement for all RSS funded programs.

The completed RS-52 forms are to only be emailed to RPBInvoices@dss.ca.gov and to the analyst assigned to your county. In the absence of an assigned analyst, please copy Brittney.Johnson@dss.ca.gov. Please do not send invoices or copies of invoices by mail.

Reporting Requirements

Counties are required to continue reporting data on a semiannual and annual basis over the updated grant period.

Please share this information with county fiscal and program staff responsible for the preparation and submittal of reimbursement claims and program performance/progress reports for the refugee programs.

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If you have any questions or need additional guidance regarding the information in this letter, please contact Veronica Perez, Manager, Adult Refugee Services Unit, at Veronica.Perez@dss.ca.gov.

Sincerely,

Original Document Signed By:

ABDI ABDILLAHI, Chief
Refugee Programs Bureau

cc: CWDA