

ensure mainstream access for refugees to other publicly funded resources for child care. Child care services funded by RSS and TA funds are limited to one year after the refugee becomes employed per ORR State Letter 05-15.

IV. COUNTY PLAN REQUIREMENTS

The County Refugee Services Plan describes how ORR funding that is allocated by CDSS will be used to provide services to assist refugees to become self-sufficient as quickly as possible. Specifically, the plan identifies the services and activities to be provided and describes how the services will be delivered to refugees, both those receiving and not receiving aid in the county.

Employment-related and English language training shall be available to recipients of Refugee Cash Assistance (RCA) and refugees receiving county General Assistance/General Relief (GA/GR) in those counties which are designated as impacted. The County Refugee Services Plan shall address this requirement. County Refugee Services Plans must contain an assurance that they were developed in accordance with these County Guidelines.

A. County Plan and County Plan Updates

The county must submit a County Refugee Services Plan that, at county option, covers one to three Federal Fiscal Years (FFYs):

1. A one-year plan, or the first year of a multi-year plan, requires the county to obtain community input and board of supervisor approval before CDSS will certify the plan.
2. A multi-year plan requires the county to submit a plan update for each of the remaining years of the plan.
 - a. If the plan update amends the existing budget and goals for the plan year (due to the availability of carryover funds, receipt of a funding augmentation or new allocation), it may be certified by CDSS without the county obtaining community input and board of supervisor approval.
 - b. If the plan update amends other provisions (i.e., the scope or objective of a program; types of refugee categories eligible for services; service components, including activities and services; etc.), it will not be certified by CDSS without the county obtaining community input and board of supervisor approval.

When submitting a plan update, counties must incorporate the new information into the existing plan and submit a complete plan to CDSS.

Counties must also amend narrative sections of the plan to reflect new budget and goal amounts.

B. County Plan and Plan Update Format and Contents

The County Refugee Services Plan and Plan Update must be in the prescribed CDSS format and contain the information that is required, in the order that it is requested.⁶

C. Submission of Plan

1. The county board of supervisors or the designated planning agency (if authorized by the board) shall submit the County Refugee Services plan or plan update in accordance with the requirements specified in these County Guidelines.
2. The plan shall be accompanied by a resolution approving the plan, signed by the county board of supervisors, and certifying that the plan meets all the requirements specified in these County Guidelines.
3. A plan or plan update shall be submitted annually.
4. An original and two copies of the plan must be submitted to:

Refugee Programs Bureau
California Department of Social Services
744 "P" Street, M.S. 6-646
Sacramento, California 95814

Before seeking board of supervisor approval, the county may submit its plan to the Department for review. The CDSS has 21 business days to respond to the county. This step provides the county with the opportunity to discuss the plan with CDSS and to amend it, as needed, without need for a second board approval, if CDSS' review results in required changes.

Some counties may choose to obtain board of supervisors' approval before submitting the County Refugee Services Plan to CDSS for certification. The CDSS' review of the plan may result in the county revising its plan and submitting an amended plan. The county must make the determination whether or not a second board approval is needed for the amended plan. If the county determines that a second board approval is not needed, the county must attach a letter to the amended plan explaining why the second board approval was not needed.

⁶ See Exhibit A, County Refugee Services Plan, Format and Instructions.