

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



June 26, 2003

REFUGEE COORDINATOR LETTER NO. 03-12

TO: COUNTY REFUGEE COORDINATORS

This letter is to advise counties of proposed Federal Fiscal Year (FFY) 2003 Targeted Assistance (TA) Program allocations. On July 23, 2003, the Notice of Proposed Availability of Formula Allocation Funding for FY 2003 Targeted Assistance Grants for Services to Refugees in Local Areas of High Need was posted on the Office of Refugee Resettlement's (ORR) web site. A copy of the notice will soon be posted on the Funding Opportunities page of the Refugee Programs Branch's (RPB's) web site at <http://www.dss.cahwnet.gov/refugeeprogram/>. Counties are encouraged to carefully review the notice.

California's proposed TA allocation for FFY 2003 is \$5,281,712, representing a decrease of \$422,582 from last year's final allocation of \$5,704,294. The state's allocation represents the sum of allocations to eligible California counties. The ORR determines the eligibility of counties for TA once every year three years; FY 2003 represents the second year of the current three-year eligibility cycle. California's eligible counties are: Los Angeles, Orange, Sacramento, San Diego, San Francisco and Santa Clara. County allocation amounts are determined by ORR according to a formula based on each eligible county's proportion of refugee arrivals during FFYs 1998 through 2002. Based on a comparison of the ORR's and RPB's refugee arrivals data, it appears that ORR may have undercounted the number of refugee arrivals into eligible counties during this period. The RPB will be investigating whether this is the case and, if so, submitting the necessary data to ORR with a request to re-evaluate the arrivals data and adjust population estimates accordingly.

In addition, as in the past year, ORR is providing counties the opportunity to have their population estimates adjusted to include asylees and trafficking victims who have been served in the Refugee Program. Counties who have served persons whose asylum was granted within the 5-year period October 1, 1997 through September 30, 2002 and/or persons certified as victims of a severe form of trafficking during the past three years are required to submit the following data in order to have their population estimates adjusted:

- 1) Alien number;
- 2) Date of birth; and
- 3) For asylees, date asylum was granted; or
- 4) For trafficking victims, certification letter number and date on certification letter.

This data – reported separately for asylees and trafficking victims – should be submitted to the RPB in Microsoft Excel format via e-mail to RPB@dss.ca.gov by close of business on July 18, 2003. The RPB will compile all data and forward it to ORR with a request to adjust eligible counties' population estimates.

Counties' proposed FFY 2003 TA allocations, as determined by ORR, are shown in Column 5 on the enclosed spreadsheet. A portion equal to five percent (5%) of each county's allocation has been set aside for state administration purposes. As always, counties are cautioned to use the proposed allocations for planning purposes only. Final allocations are subject to federal funds availability and may be less than amounts indicated in the Proposed Notice. The RPB anticipates that the Final Notice will be published by ORR in August.

The RPB will prepare the state's application for TA formula funds on behalf of all eligible counties. The application is due to ORR by August 1, 2003. The application must include, for each eligible county, proposed goals for each of the six ORR performance outcome measures: Entered Employments, 90-Day Employment Retentions, Cash Assistance Reductions due to Employment, Cash Assistance Terminations due to Employment, Average Hourly Wage at Employment Entry, and Job Placements with Available Health Benefits. ***In order to ensure that the state's application is submitted in a timely manner, counties must complete the enclosed TA Annual Goal Plan for FFY 2003 and submit it to the RPB by close of business on July 18, 2003.*** Completed TA Annual Goal Plans should be faxed to the attention of your assigned county Operations Analyst at (916) 654-7187 or e-mailed to their attention at RPB@dss.ca.gov.

Should you have questions on the proposed allocations, please contact Phyllis Iwasaki, Manager of the Community Development and Fiscal Services Bureau, at (916) 654-2387. Questions regarding the TA Annual Goal Plan should be directed to your RPB Operations Analyst.

Sincerely,

Original signed by
Thuan Nguyen
June 26, 2003

THUAN NGUYEN, Chief
Refugee Programs Branch

Enclosures

**PROPOSED TARGETED ASSISTANCE (TA) FORMULA ALLOCATIONS
FEDERAL FISCAL YEAR 2003**

\$ 5,281,712

(1) County	(2) Total Five-Year Arrivals¹	(3) ORR Allocation Based on Arrivals	(4) State Administration	(5) County Allocation	(6) County Administration	(7) Services
	<i>FFYs 1998 - 2002</i>		<i>@ 5% Maximum</i>		<i>@ 15% Maximum</i>	
Los Angeles	12,439	\$ 1,734,128	\$ 86,706	\$ 1,647,422	\$ 247,113	\$ 1,400,308
Orange	3,323	\$ 463,261	\$ 23,163	\$ 440,098	\$ 66,015	\$ 374,083
Sacramento	10,515	\$ 1,465,906	\$ 73,295	\$ 1,392,611	\$ 208,892	\$ 1,183,719
San Diego ²	4,640	\$ 646,865	\$ 32,343	\$ 614,522	\$ 92,178	\$ 522,343
San Francisco	2,585	\$ 360,376	\$ 18,019	\$ 342,357	\$ 51,354	\$ 291,004
Santa Clara	4,384	\$ 611,176	\$ 30,559	\$ 580,617	\$ 87,093	\$ 493,525
Total	37,886	\$ 5,281,712	\$ 264,086	\$ 5,017,626	\$ 752,644	\$ 4,264,982

State Administration Funds	\$ 264,086
Local Assistance Funds	\$ 5,017,626
Total California TA Award	\$ 5,281,712

Notes:

¹ **ORR arrivals figures. Includes refugees, entrants and Havana parolees.**

² **Allocation for San Diego County to be awarded to a Wilson/Fish grantee, if approved by the Director. (ORR)**

***** Final allocations are subject to federal funds availability and may be less than the amounts shown here.**

**FEDERAL FISCAL YEAR 2003
TARGETED ASSISTANCE ANNUAL GOAL PLAN**

County Name _____

Allocation Amount \$ _____

Data are: (Check one) Unduplicated
 Duplicated

Caseload (CL)	FFY 2002 Goal	FFY 2002 Actual (as of _____) (Enter Date)	FFY 2003 Goal
TOTAL			
CalWORKs (TANF)			
RCA			
Non Cash Aided			

Performance Measures: *Indicate a number and a percentage for each measure (except Average Wage at Placement).*

	#	%	#	%	#	%
1. Entered Employment (Total)						
Full Time						
Part Time						
CalWORKs (TANF)						
Full Time						
Part Time						
RCA						
Full Time						
Part Time						
Non Cash Aided						
Full Time						
Part Time						

If you are using the number of cash assistance recipients placed in employment as the denominator for # 2 and #3, enter #: _____

	#	%	#	%	#	%
2. Cash Assistance Terminations - Total						
CalWORKs (TANF)						
RCA						
3. Cash Assistance Reductions - Total						
TANF						
RCA						
4. Average Hourly Wage Placement						
5. Employment Retentions - Total						
CalWORKs (TANF)						
RCA						
Non Cash Aided						
6. Entered Employment with Health Benefits						

*****Please provide narrative comments, if any, on a separate sheet.**