



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

Office of Refugee Resettlement | 330 C Street, S.W., Washington, DC 20201  
[www.acf.hhs.gov/programs/orr](http://www.acf.hhs.gov/programs/orr)

## FY 2021 Replacement Designee Competition

Dear Colleague Letter 21-07

Date: April 15, 2021

Dear Colleague:

ORR is announcing a competitive application process for refugee resettlement programs (RRP) or components of programs currently administered by a statewide or regional replacement designee (RD). This letter specifies ORR's authority for the selection of RDs and informs potential applicants about the competitive application process and timeline.

### Authority

Pursuant to 45 C.F.R. § 400.301, when a state government partially or fully withdraws from the administration of the RRP, ORR is able to designate one or more RDs to administer the provision of assistance and services in that state.

### Background

Since 2008, ORR has used its authority to designate one or more RDs for every state government that has partially or fully withdrawn from the administration of the RRP. While ORR may designate a RD whenever necessary, ORR intends to compete the role of RD in each state for which a RD is designated, every five years, in order to ensure a fair and transparent process.

### Application Process

#### *Eligible Applicants*

Any (a) resettlement agency operating in a state where the state government has withdrawn from administering all or part of the RRP and (b) national resettlement agency with which a local resettlement agency in the state is affiliated is eligible to apply for the role of RD in that state.

#### *RD-Administered RRP*s

ORR is competing the RD-administered RRP programs listed in the chart below.

State	Programs that the selected RD will administer
Alabama	CMA (RCA, RMS), RSS
Alaska	CMA (RCA, RMS, RMA eligibility determinations*), RSS
Arkansas**	RSS
Idaho	CMA (RCA), RSS (except for RHP set-aside)

Kansas	CMA (RCA, RMS, RMA eligibility determinations*), RSS
Kentucky	CMA (RCA, RMS, RMA eligibility determinations*), RSS
Louisiana	CMA (RCA), RSS
Maine	CMA (RCA, RMS, RMA eligibility determinations*), RSS
Missouri	CMA (RCA, RMA eligibility determinations*), RSS (except for RHP set-aside)
Nevada	CMA (RCA, RMS, RMA eligibility determinations*), RSS
New Jersey**	CMA (RCA), RSS
South Dakota	CMA (RCA), RSS
Tennessee	CMA (RCA, RMS, RMA eligibility determinations*), RSS
Texas	CMA (RCA, RMA eligibility determinations*), RSS (except for RHP set-aside)

\* ORR expects all selected RDs to assist with the initial RMA eligibility determinations as outlined in [ORR Policy Letter \(PL\) 19-04: Privately-Administered Refugee Medical Assistance through a Medical Replacement Designee \(MRD\)](#).

\*\* With the exception of in Arkansas and New Jersey, successful applicants will administer the listed programs and coordinate the entire RRP within the state. In Arkansas and New Jersey, the successful applicant will only coordinate the program(s) listed above, and will work with its respective state government, which has retained the position and responsibilities of State Refugee Coordinator.

### *Selection*

ORR will review application(s) for each state's RD on the basis of the following considerations: an applicant's strength of ties to the communities served; length of time serving ORR populations; operational capacity; and infrastructure to administer, and provide financial oversight, of the RRP. ORR will also rate incumbent RDs on overall past performance and award additional points for satisfactory performance. ORR will select one RD per state to administer the programs listed in the chart above.

### **Timeline**

The RD application and instructions, or application package, will be available on approximately April 30, 2021. An authorized representative of an agency that would like to receive the RD application package must send a request by email to [draprograms@acf.hhs.gov](mailto:draprograms@acf.hhs.gov), noting the state(s) for which the agency is eligible to apply. Once the application package is available, ORR will release it simultaneously to all eligible agencies that have requested it, through an email to the authorized representatives.

Applicants must submit applications electronically to [draprograms@acf.hhs.gov](mailto:draprograms@acf.hhs.gov). The deadline for application submission will be 11:59 p.m. ET, 60 days after ORR releases the application package; the date of this deadline will be included in the release email and will be the same for any agencies that request the application package after its initial release date. If the 60<sup>th</sup> day falls on a weekend or holiday, the deadline for application submission will be 11:59 p.m. ET, the following business day.

### *Other Important Dates*

- Approximately the first week of May, 2021: Informational call for all potential applicants
- Mid-August, 2021: Selected RDs will be notified

- October 1, 2021: Start date for incumbents (if any)
- January 1, 2022: Start date for new RDs (if any), which allows for a 120-day transition if a new entity is selected.

Once selected, the successful applicant will receive a letter of designation and instructions regarding the finalization of the award.

For any questions about this DCL, please contact Carl Rubenstein, Director of the Division of Refugee Assistance, at [Carl.Rubenstein@acf.hhs.gov](mailto:Carl.Rubenstein@acf.hhs.gov).

Sincerely,

Cindy Huang  
Director  
Office of Refugee Resettlement