

Office of Refugee and Immigrant Assistance Economic Services Administration | Community Services Division

Open Application for Services 2022/2023

Frequently Asked Questions:

1. Do you have detailed overview of who can be assisted using this funding?

Organizations contracted to provide services will be required to determine eligibility to serve only refugees and immigrants who have arrived in Washington state on or after July 1, 2021, and who are eligible for federal refugee resettlement services. Federal resettlement services are available to people with the following immigration statuses:

- Refugees admitted under [§ 207 of the Immigration and Nationality Act \(INA\)](#)
- People granted asylum [under § 208 of the INA](#) after July 1, 2021
- Cuban and Haitian entrants
- Amerasians
- Certified victims of human trafficking
- Special Immigrant Visa Holders from Iraq and Afghanistan
- Afghan Humanitarian Parolees (See [ORR Policy Letter 22-01](#) and [22-02](#))
- Afghan Special Immigrant Conditional Permanent Residents
- Ukrainian Humanitarian Parolees (See [ORR Policy Letter 22-13](#))

ORIA recognizes that there are many needs within the communities we serve. The funding for this opportunity have eligibility criteria set by the Washington state legislature and the federal Office of Refugee Resettlement. For this reason, we do not have flexibility with the eligibility criteria at this time.

2. Can churches apply for the funding?

Any organization can apply for funding if they can meet the following requirements:

- Be registered with the Washington Department of Revenue to have a Unified Business Identifier (UBI); (please refer to the DOR website for more information.)
- Be registered with the federal government as either a nonprofit charitable organization with a 501(c)3 status, have the appropriate [federal employer identification number \(EIN\)](#), or submit under an appropriate fiscal sponsor that has a federal tax identification number, and
- Have a minimum of two years of experience providing services proposed.
- Complies with all federal and state civil rights and nondiscrimination laws, regulations, and executive orders.

3. Is there a limit to how much people can apply for?

ORIA seeks to award contracts ranging from \$25,000 up to \$250,000, and will prioritize funding applications that submit realistic budgets with appropriate justifications for services.

4. How long is the funding period?

Contracts will be granted for one year. If a contract begins on February 1, 2023, it will extend through January 31, 2024. If funding is available, contracts may be extended for an additional year.

5. Do organizations need to spend down all the funds by the end of the contract?

Organizations will be asked to submit monthly invoices and services must be completed and billed by the end of the contract period. Depending on the program and services, organizations may be able to ask for a no cost extension to use funding after the one-year contract. These extensions are granted on a case-by-case basis by the ORIA program contact.

6. Does the organization need to be registered in WA?

Yes, an organization must have a Washington Unified Business Identifier. For more information, please refer to the [Washington Department of Revenue](#) website.

7. Is it okay to use a fiscal sponsor?

Yes, a fiscal sponsor is acceptable, as long as the fiscal sponsor has a Washington state UBI and a federal tax id.

8. Where can we find info about the current ORIA refugee programs and services to make sure we don't duplicate what already exists?

For more information about ORIA please review this [one-pager information sheet](#).

9. How do you determine who receives a grant, if multiple groups apply for the same services?

The review panel will take under consideration the geographic community, the community of immigrants, the type of service, and the organizational funding request to ensure that there are service available for the growing community. ORIA may fund more than one organization to provide similar services even in the same area.

10. Is funding first come, first served?

No. The review panel will consider all applications based on their merits and determine funding based on need, viability of proposed service, and the reasonability of the funding request.

11. Where does one get the application documents?

All of the documents can be found at the [DSHS ORIA Home Page](#), including [application](#), [cover sheet](#), and [budget](#).

12. Can we serve Syrian refugees?

Yes, you can serve any community that arrived after July 1, 2021 and is eligible for federal refugee resettlement services. Please refer to question 1.

13. Can we serve LGBTQ communities?

Yes, organizations are encouraged to serve diverse communities. Please refer to [ORR Policy Letter 22-15: Serving LGBTQ+ ORR-Eligible Populations](#).

All organizations that contract with DSHS are required to follow all federal and state civil rights and nondiscrimination laws, regulations, and executive orders.

14. Do we have to be a nonprofit organization with a 501 (C) 3 status only?

Applicant organizations must meet the following qualifications:

- Have a current State of Washington business license,
- Be registered with the federal government as either a nonprofit charitable organization with a 501(c)3 status, have the appropriate federal employer identification number, or submit under an appropriate fiscal sponsor that has a federal tax identification number, and
- Have a minimum of two years of experience providing services proposed.

15. I only have a business license, do I have to become a nonprofit to apply for funding?

All organizations must have a federal employer identification number or tax identification to be able to contract with Washington state.

16. Is there a need for more ESL services?

DSHS is looking for organizations offering new and innovative services in areas to meet the growing need and demand for services. ORIA’s LEP Pathway ESL program will be doing a more formal procurement for English language services in early 2023. For this current application, the focus should address specific unmet needs, but may have an English language component embedded in the services. For example, a Community/Cultural Orientation may also incorporate appropriate English language training goals into the proposed services.

17. Does this grant allow for subrecipients?

Yes, organization may partner with subcontractors. Subcontractors must be identified in the application.

18. Will this grant benefit those who are asylum seekers?

No. These funds cannot be used to serve people prior to being granted asylum, unless they are otherwise eligible for federal resettlement services. Afghan and Ukrainian humanitarian parolees, for example, are eligible for federal resettlement services.

19. Can our organization be another type of nonprofit organization?

Please submit a proposal and we can work with our contracting team to determine if you qualify for a contract.

20. If including support services, do they need to fall within the existing support services approved by DSHS or can it included funding for support services that we've determined are gaps within the support service directory?

If you are looking to expand current programming, please contact your current ORIA Program Manager. This program is distinct and separate and does not need to follow existing support services guidelines.

21. Is there an approved integration framework for the WA State?

Integration is a long-term process that involves multiple sectors and support services. Organizations may propose different models.

22. What is the budget ceiling for a consortium if there are three organizations going together for funding as a consortium?

The max funding available for a single contract is \$250,000.

23. Is this a reimbursement only type of contract? Or will funds be paid upfront?

Currently, Washington state law does not permit DSHS to pay contracts prior to services being provided.

24. Would you consider a business with the title of "Social Purpose Corporation" registered in the Washington State?

Please submit an application and DSHS will consider if it aligns with contracting requirements.

25. What will reporting requirements look like?

DSHS requires monthly invoices and reporting that captures personal client information, including name, immigration identification number (Alien Number), immigration status, and other demographic information. Providers will also be required to report on services and program outcomes.

26. Who can we contact to know more?

Please send all questions to oriainfo@dshs.wa.gov

27. Could this funding be used to expand immigration legal services to people like Afghan or Ukrainian parolees to pursue more permanent forms of status? We understand that they are eligible but are not sure if DSHS would consider that type of work to already be funded separately (through both federal and state funding that we have received) such that those types of services would not be eligible for this application?

If you are seeking to expand legal services, please contact ORIA's Immigration-Related Legal Services Program Manager, Yana Cosme at Yanina.cosme@dshs.wa.gov.

28. Since the start up process for immigration services is very long, would it be possible to contract with immigration lawyers to provide clinics

If you are seeking to expand legal services, please contact ORIA's Immigration-Related Legal Services Program Manager, Yana Cosme at Yanina.cosme@dshs.wa.gov.

29. If we are currently a naturalization provider, but want to provide new services through this application, do we still need to contact our ORIA Naturalization Program Manager for this funding opportunity?

No. If you are looking to provide new services, please submit an application.

30. Can an organization that provide similar services currently provided by ORIA providers but will be provided in different location/county/coverage areas not being served apply for this funding?

It depends on the type of service. Please submit an application or contact oriainfo@dshs.wa.gov for more questions.

31. Would we need to recruit all of the people we serve or do you help us find people?

Yes, organizations will need to recruit clients for services. No referrals will be provided through the department.

32. Would we submit two separate proposals if we have two programs that could benefit?

Please submit one proposal.

33. How long will we have funding?

DSHS will be providing contracts for up to one year. If additional funding becomes available, ORIA may be able to extend contracts beyond 2024.