**DATE:**  August 4, 2023

 **January 14, 2025**

**OPERATIONS MEMORANDUM #23-08-01**

**SUBJECT:** Updates to Refugee Employment and Training (E&T) Provider Coverage Areas **Revised**

**TO:** Executive Directors

**FROM:** Robert Hixon

Director

 Bureau of Operations

**PURPOSE**

 To inform County Assistance Offices (CAOs) of updates to coverage areas provided by refugee employment program providers contracted by the Department.

**BACKGROUND**

 Office of Refugee Resettlement (ORR)-eligible populations receiving Cash Assistance [including Refugee Cash Assistance (RCA) and Temporary Assistance for Needy Families (TANF)] are referred to refugee employment providers.

**DISCUSSION**

Due to federal changes in the refugee resettlement program, ORR-eligible populations continue to arrive outside of traditional refugee resettlement service areas. The Department is committed to ensure all eligible newly arriving Pennsylvanians are provided with benefits, services, and supports to facilitate successful integration into communities across the commonwealth. The Department continues to strengthen partnerships with refugee E&T programs to expand service areas and maximize the specialized supports and services they provide.

**Refugee E&T Expanded Service Areas**

The CAO will refer mandatory or voluntary ORR-eligible populations to refugee E&T providers contracted to serve the county or region. The table below identifies the areas that providers currently and will continue to cover as well as their expanded service areas.

**NOTE:** In areas covered by multiple providers, the CAO will utilize local referral procedures, based on proximity to the client, capacity of the providers, and services offered.

|  |  |  |
| --- | --- | --- |
| **Provider/Project ID** | **Current Service Area** | **Expanded Service Areas** |
| AJAPOX2075 | 02- Allegheny04- Beaver63- Washington65- Westmoreland | 10- Butler37- Lawrence |
| Bethany Christian Services of AllentownX2076 | 39- Lehigh | 13- Carbon45- Monroe52- Pike |
| Bethany Christian Services of LancasterX2071 | 1. Adams

14- Centre21- Cumberland22- Dauphin28- Franklin34- Juniata36- Lancaster38- Lebanon 50- Perry67- York | 06- Berks |
| Catholic Social Services of ScrantonX2042 | 35- Lackawanna  | 08- Bradford 40- Luzerne 41- Lycoming57- Sullivan58- Susquehanna 59- Tioga 64- Wayne 66- Wyoming  |
| Church World Service of HarrisburgX2091 | 1. Adams

14- Centre21- Cumberland22- Dauphin28- Franklin34- Juniata36- Lancaster38- Lebanon, 50- Perry67- York | 31- Huntingdon44- Mifflin |
| Church World Service of LancasterX2070 | 1. Adams

14- Centre21- Cumberland 22- Dauphin28- Franklin34- Juniata36- Lancaster38- Lebanon50- Perry67- York | 06- Berks15- Chester39- Lehigh46- Montgomery54- Schuylkill |
| Hello Neighbor X2092 | 02- Allegheny04- Beaver63- Washington65- Westmoreland,  | 03- Armstrong10- Butler  |
| JEVS Center for New AmericansX2030 | 09- Bucks15- Chester23- Delaware 46- Montgomery51- Philadelphia | 06- Berks **NOTE**: Only accepting referrals from the following zip codes: 19543, 19518, 19504, 19505, 19512, 19508, 19540, 19607, 19606, and 19547 |
| Jewish Family & Community ServicesX2073 | 02- Allegheny04- Beaver, 63- Washington65- Westmoreland | 10- Butler26- Fayette30- Greene |
| Multicultural Community Resource CenterX2050 | 25- Erie  | 20- Crawford43 -Mercer61- Venango62- Warren |
| Nationalities Service CenterX2061 | 09- Bucks15- Chester23- Delaware 46- Montgomery51- Philadelphia | 06- Berks **NOTE**: Only accepting referrals from the following zip codes: 19543, 19518, 19504, 19505, 19512, 19508, 19540, 19607, 19606, and 19547 |
| USCRI ErieX2072 | 25- Erie | 04- Beaver 10- Butler16- Clarion27- Forest 37- Lawrence43- Mercer 61- Venango 62- Warren |

**NOTE**: The system only limits referrals by county. When referring Berks County residents to JEVS or Nationalities Service Center, the individual must have an address that corresponds to one of the specified zip codes listed for Expanded Service Areas. For counties not covered above, contact RA-PWREFUGEEPROGRAM@pa.gov

**NEXT STEPS**

1. Share and review this information with appropriate staff members.
2. Direct questions regarding this Operations Memorandum to Area Managers.