

**NUMBER**

22-06-02

**DATE**

July 6, 2022

**OF INTEREST TO**

County Directors

Tribal Directors

Financial Assistance Supervisors  
and Staff

Social Services Supervisors and  
Staff

Community Partner Agencies  
and Advocates

Refugee Resettlement Agencies

Alternative Care Case Managers  
and Assessors

Child Care Assistance Program  
Administrative and Client  
Access Contacts

**ACTION/DUE DATE**

Please read information and  
implement

**EXPIRATION DATE**

July 6, 2024

## DHS Provides Guidance about Ukrainian Humanitarian Parolees' Eligibility for Cash, Food, and Child Care Benefits

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### TOPIC

This bulletin explains that Ukrainian Humanitarian Parolees who entered the United States on or after February 24, 2022, and before September 30, 2023, and their immediate relatives, are eligible for public benefits to the same extent as refugees.

### PURPOSE

To provide guidance for eligibility workers about Ukrainian Humanitarian Parolees' eligibility for the following public benefits programs:

- Minnesota Family Investment Program (MFIP)
- Diversionary Work Program (DWP)
- Refugee Cash Assistance (RCA)
- General Assistance (GA)
- Minnesota Supplemental Aid (MSA)
- Housing Support (GRH)
- Supplemental Nutrition Assistance Program (SNAP)
- Child Care Assistance Program (CCAP)

### CONTACT

County and tribal agencies should submit:

- Cash and food policy questions to PolicyQuest.
- MAXIS related questions to the TSS Help Desk.

### SIGNED

TIKKI BROWN  
Assistant Commissioner  
Children and Family Services

JENNIFER YANG  
Interim Assistant Commissioner  
Community Supports

### TERMINOLOGY NOTICE

The terminology used to describe people we serve has changed over time. The Minnesota Department of Human Services (DHS) supports the use of "People First" language.

## I. Background

Due to the displacement of people from Ukraine, President Biden announced that the United States would accept 100,000 people as Humanitarian Parolees.

This bulletin explains that Ukrainian Humanitarian Parolees who entered the United States on or after February 24, 2022, and before September 30, 2023, and their immediate relatives\*, are eligible for the following public benefits to the same extent as refugees.

- Minnesota Family Investment Program (MFIP)
- Diversionary Work Program (DWP)
- Refugee Cash Assistance (RCA)
- General Assistance (GA)
- Minnesota Supplemental Aid (MSA)
- Housing Support (GRH)
- Supplemental Nutrition Assistance Program (SNAP)
- Child Care Assistance Program (CCAP)
- Office of Refugee Resettlement Programs and Services

Guidance regarding Minnesota Health Care programs will be forthcoming.

\* Immediate relatives are defined as:

- Ukrainian Humanitarian Parolees' spouses and children who were paroled after September 30, 2023; or
- Ukrainian Humanitarian Parolees' parents, legal guardians, or primary caregivers who were paroled after September 30, 2023, if the Ukrainian citizen or national is an unaccompanied child.

This bulletin also describes the most commonly associated immigration documents for Ukrainian Humanitarian Parolees.

The information in this bulletin is effective May 21, 2022.

Use this bulletin for instruction. The Department of Human Services will update [Combined Manual Section 11.03.18 \(Non-Citizens – People Fleeing Persecution\)](#) to reflect this new eligibility for Ukrainian Humanitarian Parolees.

Families may include members who are U.S. citizens, refugees, or members with different immigration statuses. Eligibility for public programs is determined based on each person's citizenship or immigration status.

## II. Timeframe of Eligibility for MFIP, DWP, RCA, GA, MSA, Housing Support, CCAP, and ORR Programs and Services

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Ukrainian Humanitarian Parolees' eligibility depends on particular time constraints. People are eligible while they have Humanitarian Parole. Their date of eligibility for public benefits depends on when they first apply for public benefits, and may be retroactive.

### A. Eligible for the Term of Humanitarian Parole

Ukrainians with Humanitarian Parole are eligible for benefits to the same extent as refugees during their term of Humanitarian Parole. If people gain another status but do not lose their Humanitarian Parole, they are still eligible to the same extent as refugees for as long as they have Humanitarian Parole. For example, Ukrainian Humanitarian Parolees who also receive Temporary Protected Status (TPS) continue to be eligible for public benefits to the same extent as a refugees as long as they still have Humanitarian Parole. When the term of parole ends eligibility depends on the person's immigration status or classification at that time.

### B. Eligibility Date Based on Application Date

Eligibility is retroactive for Ukrainian Humanitarian Parolees who applied for benefits on or after May 21, 2022.

Ukrainian Humanitarian Parolees who applied for public benefits before May 21, 2022 will need to reapply for cash and food programs.

## III. Eligibility for Refugee Cash Assistance and Refugee Medical Assistance

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Refer or review Ukrainian Humanitarian Parolees, who are denied or ineligible for Minnesota Family Investment Program (MFIP) or Medical Assistance (MA) (for any reason other than being over the income limit for Refugee Cash Assistance (RCA) or Refugee Medical Assistance (RMA)). This includes single adults, married couples without children and families with children.

For Ukrainian Humanitarian Parolees who entered the United States between February 24, 2022, and May 21, 2022:

- RCA eligibility began on May 21, 2022, and runs consecutively for 12 months or until their Humanitarian Parole expires, whichever comes first. For MAXIS coding instructions, see the instructions titled "MAXIS Instructions for Ukrainian Humanitarian Parolees Eligibility for RCA" on SIR under the Worker Resources: Cash section.

For Ukrainian Humanitarian Parolees who entered the U.S. after May 21, 2022:

- RCA eligibility begins the date they entered the United States. RCA will run consecutively for 12 months from their date of entry or until their Humanitarian Parole expires, whichever comes first. For MAXIS coding instructions, see the instructions titled “MAXIS Instructions for Ukrainian Humanitarian Parolees Eligibility for RCA” on SIR under the Worker Resources: Cash section.

Ukrainian Humanitarian Parolees are not eligible for RCA or RMA the month following their Humanitarian Parole expiration date.

Refer Ukrainian Humanitarian Parolees who meet eligibility criteria for RCA to one of the following resettlement agencies if they live in Anoka, Benton, Carver, Dakota, Hennepin, Kandiyohi, Olmsted, Ramsey, Scott, Sherburne, Stearns or Washington County (see [CM 0030.03.01 – Processing RCA Application](#) for detailed referral process):

- Arrive Ministries
- Catholic Charities (Rochester)
- International Institute of Minnesota
- Lutheran Social Service (Metro)
- Lutheran Social Service (St. Cloud)

Refer Ukrainian Humanitarian Parolees who live in any other county to the county they live in. That county will administer the RCA program.

Refugee Medical Assistance (RMA) for Ukrainian Humanitarian Parolees is administered by the county where applicants live.

For additional information see:

- [CM 0030.01 – Local Resettlement Agencies](#)
- [CM 0030.03.01 – Processing RCA Application](#)
- [E.P.M 2.5.7 – Refugee Medical Assistance](#)
- [RCA 12-Month Program Bulletin #22-06-01](#)

## IV. Eligibility for Office of Refugee Resettlement Programs and Services

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The federal Office of Refugee Resettlement (ORR) funds additional supplemental resources available to Ukrainian Humanitarian Parolees. These services are administered in Minnesota through the DHS Resettlement Programs Office.

If a person needs:

- Help with resolving immediate needs, or to be connected to community resources to strengthen well-being, refer them to a **Family Assister**.

- Long term support towards academic and career/vocational goals for a student, youth, or an adult, refer them to a **Family Coach**.
- Help securing or maintaining employment, refer them to an **Employment Counselor**.
- Education for integration regarding employment readiness, using public transit, financial literacy, ways to get involved in their new community or other relevant topics, refer them to a **Community Orientation Class**.
- Support with legal services on the path to become a U.S. Citizen, refer them to an **Immigration provider**.
- Help accessing needed healthcare resources and navigating health systems and programs, refer them to a **Health Navigator**.
  - Connect people with these Minnesota Resettlement Network Services (RNS) by calling or emailing any RNS agency listed on the DHS website [Refugee Resettlement Network Agency Contact List 2019-2021](#). All partner agencies can help assess needs and connect people with the Resettlement Network Services.

## Office of Refugee Resettlement Programs Administered by Refugee Resettlement Agencies

Refugee Resettlement Agencies in Minnesota administer additional programs that are funded by the Office of Refugee Resettlement. Contact the Refugee Resettlement Agencies directly through the following information to inquire or enroll in these programs.

### 1. Matching Grant Program

- The Matching Grant (MG) program is an early self-sufficiency program that helps individuals and families become self-sufficient through employment within 240 days of arrival without accessing public cash assistance programs.
- The program is administered by the refugee resettlement agencies listed here.
- To enroll, at least one member of a case or family must be able to work, and the case may not receive public cash assistance. Program participants may apply for and receive food and medical assistance from the county.
- The program provides monthly cash assistance, housing assistance including payment of rent and utilities, transportation support, employment search assistance, English class enrollment and case management to overcome barriers to self-sufficiency.
  - I. Agencies that administer this program:
    - a. Lutheran Social Services (Minneapolis, MN and St. Cloud, MN):
      - i. [Refugee.Services@lssmn.org](mailto:Refugee.Services@lssmn.org)
      - ii. 612-879-5258
    - b. International Institute of Minnesota (Saint Paul, MN)
      - i. Aziza Mama [amama@iimn.org](mailto:amama@iimn.org)
      - ii. 651-377-8607
    - c. Minnesota Council of Churches (Minneapolis, MN)
      - i. Chhimi Wangchuk, [chhimi.wangchuk@mnchurches.org](mailto:chhimi.wangchuk@mnchurches.org)
      - ii. 612-230-3218

- d. Catholic Charities of Southern Minnesota (Rochester, MN):
  - i. [VOrozco-Street@ccsomn.org](mailto:VOrozco-Street@ccsomn.org)
  - ii. 507-721-9203

## 2. Intensive Case Management Program (ICM)

- The Intensive Case Management program (also known as Preferred Communities, or PC) assist clients with extensive needs including, but not limited to, medical needs, social and mental health needs and addressing the needs of single parent households.
- Ukrainian parolees and other beneficiaries of the Uniting for Ukraine program are eligible for the ICM program if they have arrived on or after February 24, 2022.
- This program does not provide financial resources. However, the ICM program provides case management to assist clients with navigating community resources, connecting clients to community partners such as local clinics and food shelves and provides assistance with applications for eligible benefits such as SSI, SNAP and Medicaid.
- As the ICM program is an ORR-funded program, those who are already enrolled in the MG program will need approval from national offices before being enrolled in both MG and ICM, which could delay ICM enrollment.
- As it is an intensive case management program, the ICM program enrolls individuals, not families. However, more than one individual in a family can be enrolled into the program.
- The program serves clients for a minimum of six months after enrollment and up to two years after enrollment.

i. Agencies that administer this program:

1. Lutheran Social Services (Minneapolis, MN and St. Cloud, MN):
  - a. [Refugee.Services@lssmn.org](mailto:Refugee.Services@lssmn.org)
  - b. 612-879-5258
2. International Institute of Minnesota (Saint Paul, MN)
  - a. Zahra Halboon [Zhalboon@iimn.org](mailto:Zhalboon@iimn.org)
  - b. 651-377-8613
3. Minnesota Council of Churches (Minneapolis, MN)
  - a. Katia Kadogo, [katia.kadogo@mnchurches.org](mailto:katia.kadogo@mnchurches.org)
  - b. 612-230-3223

## V. Ukrainian Humanitarian Parole

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Ukrainian Humanitarian Parolees are people who are citizens of Ukraine and who entered the United States on or after February 24, 2022, and on or before September 30, 2023, and their immediate relatives. For people who last habitually resided in Ukraine, see Section VI.

### Common Immigration Documents for Ukrainian Humanitarian Parolees

Common immigration documents for a Ukrainian Humanitarian Parolee is a parole stamp in a Ukrainian passport, I-94 Arrival/Departure record, Employment Authorization Document, or an Employment Authorization Document Application Receipt Notice. Do not refuse other immigration documents.

Do not expect people to have several forms of evidence of their immigration status.

For cash and food programs, verify the immigration documents through Systematic Alien Verification for Entitlements (SAVE).

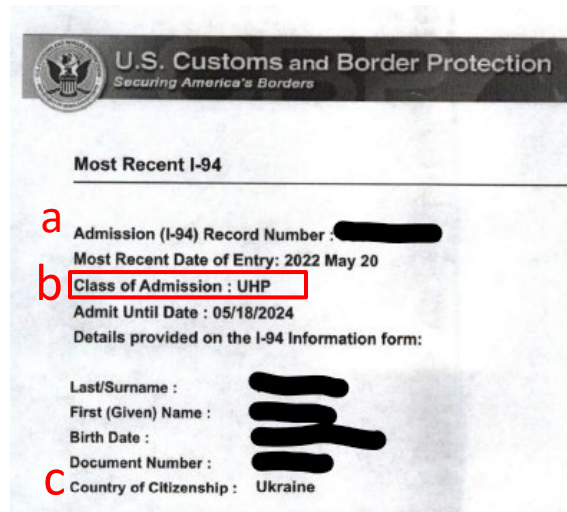
### 1. Humanitarian Parole stamp in Ukrainian passport



The red letters on the Humanitarian Parole stamp pictured here correlate to the following instructions:

- a) The stamp will say “PAROLED” at the top.
- b) The Category Code is the person’s immigration classification. This might say DT, U4U, UHP, or HP.
- c) The date is the date of entry into the United States.

### 2. I-94 Arrival/Departure Record



The red letters on the I-94 Arrival/Departure records pictured here correlate to the following instructions:



- a) The I-94 Arrival/Departure record number.
- b) The Category Code is the person’s immigration classification. This might say DT, U4U, UHP, or HP.
- c) The Country of Issuance is Ukraine.

### 3. Employment Authorization Document



The yellow letters on the Employment Authorization Document pictured here correlate to the following instructions:

- a) The “USCIS#” is the same as the A# (Alien Number).
- b) The Category Code is the person’s immigration classification. Humanitarian Parolees’ Employment Authorization Documents will have category code C11.
- c) The “Valid From” date is the status date.

### 4. Employment Authorization Document application Receipt Notice

C	RECEIPT NUMBER EAC-		CASE TYPE I765 APPLICATION FOR EMPLOYMENT AUTHORIZATION
	RECEIVED DATE April 1, 2020	PRIORITY DATE	APPLICANT A
	NOTICE DATE April 1, 2020	PAGE 1 of 1	
			<b>Notice Type:</b> Receipt Notice Amount received: \$380.00 U.S. Class requested: A12



The yellow letters on the Employment Authorization Document pictured here correlate to the following instructions:

- a) The nine-digit number that begins with A is the same as the A# (Alien Number).
- b) The “class requested” is the person’s category code that reflects the person’s immigration classification. Humanitarian Parolees’ Employment Authorization documents will have category code C11.
- c) The “Receipt Number” can be used as a numeric identifier to verify the person’s immigration classification.

## VI. Eligibility Documents for People Who Last Habitually Resided in Ukraine

Immediate family members of Ukrainians who are not citizens or nationals of Ukraine may enter the United States with Humanitarian Parole. These non-Ukrainian family members are also eligible for public benefits to the same extent as refugees.

In addition to a U.S. immigration document explained in Section V, a person who is not a citizen or national of Ukraine and who last habitually resided in Ukraine must present specific Ukrainian government-issued evidence that each non-Ukrainian unit member last habitually resided in Ukraine.

### Evidence of Last Habitually Residing in Ukraine

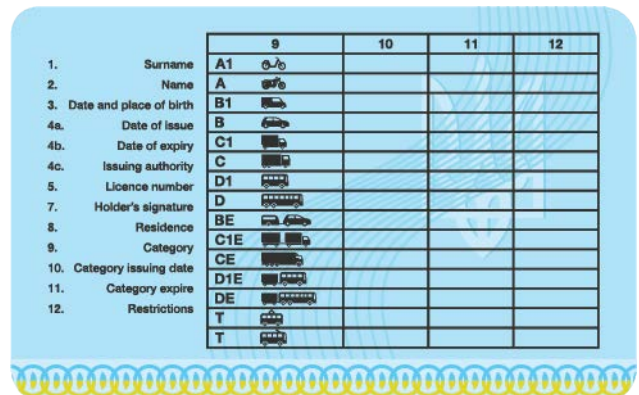
Common evidence of last habitually residing in Ukraine must be a Ukrainian government-issued identification document. The most common evidence is a Ukrainian Driver’s License.

#### 1. Ukrainian Driver’s Licenses

Here is a graphic example of what a Ukrainian driver’s license looks like.



Front



Back

## VI. Verification of Immigration Status

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Verify immigration status or classification of noncitizens and naturalized or derived citizens.

For cash and SNAP assistance programs, verify immigration documents through Systematic Alien Verification for Entitlements (SAVE). See [CM 10.18.11.03 \(SAVE\)](#).

For the Child Care Assistance Program, verification relies on the documents submitted by families and does not use SAVE.

### A. Cash Assistance and Supplemental Nutrition Assistance Program

**This instruction applies to the following programs:**

- Supplemental Nutrition Assistance Program (SNAP)
- Cash assistance programs:
  - Minnesota Family Investment Program (MFIP)
  - Diversionary Work Program (DWP)
  - Refugee Cash Assistance (RCA)
  - General Assistance (GA)
  - Minnesota Supplemental Aid (MSA)
  - Housing Support

**1. Run a SAVE query after both of the following have occurred:**

- All other conditions of eligibility have been met
- U.S. immigration documentation has been submitted to the agency.

See [Combined Manual Section 0010.18.11.03 \(Systematic Alien Verification \[SAVE\]\)](#).

**2. What to do if a Ukrainian Humanitarian Parolee does not have U.S. immigration documents.**

**If a Ukrainian Humanitarian Parolee does not have U.S. immigration documentation, give them this website to find their I-94 record: <https://i94.cbp.dhs.gov/I94>.**

- If the person has a passport, the person should be able to find the I-94 record from the link by entering the person's complete name and passport number.
- If the person does not have a passport, the person should be able to find the I-94 record by entering the person's complete name and A# in the passport number field.
  - For an A#, sometimes it is necessary to add the letter 'A' at the beginning of the line of numbers.

**Do not deny applications where a Ukrainian Humanitarian Parolee does not have their immigration documents.**

- Send an encrypted email to Immigration Law Specialist, Teri Guhl at [teri.guhl@state.mn.us](mailto:teri.guhl@state.mn.us)
- Call Teri at (651) 262-3171 and leave a voicemail with a detailed explanation of your question

## B. Child Care Assistance Program (CCAP)

When child care is provided in a setting that is not subject to public educational standards, the CCAP agency must verify the citizenship or immigration status of the child for whom assistance is sought. Use documentation provided by the family to verify the child's immigration status.

When child care is provided in a setting that is subject to public educational standards, citizenship or immigration status does not need to be verified.

For Child Care Assistance Program (CCAP) benefits, the child is the beneficiary.

For more information see CCAP Policy Manual:

- 4.15 ([Child's Citizenships and Immigration Status](#))
- 7.12 ([Verifying Citizenship and Immigration Status](#))

## VII. Sponsor Deeming

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Ukrainian Humanitarian Parolees are exempt from sponsor deeming for all programs because they are eligible for public benefits and services to the same extent as refugees. If the SAVE report indicates that a Ukrainian Humanitarian Parolee has a sponsor, do not request the sponsor's income or assets.

## VIII. Social Security Numbers

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People must apply for a Social Security number to be eligible for public programs in Minnesota. Note the following:

- People who do not have their Employment Authorization Document yet will probably not have a Social Security number.
- If an applicant meets all other eligibility factors, eligibility workers must write a letter to the Social Security Administration explaining that the person needs to be allowed to apply for a Social Security number so that the person can be eligible for public benefits and services.
- A draft of this letter is available to county and tribal workers under Worker Resources on SIR.

Refugee Cash Assistance, Refugee Medical Assistance and other Office of Refugee Resettlement programs and services do not require a Social Security number.

## IX. PolicyQuest

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If a local agency has a question about a Ukrainian Humanitarian Parolee's status or eligibility, do the following:

- Submit a policy question (PQ) through PolicyQuest.
- Include a detailed description of the question, a copy of the immigration document and a copy of the SAVE report.
- Do not deny an application for confusing or incomplete information about immigration status.

For any emergency questions related to non-citizen guidance and cash or food programs, contact Economic Assistance and Employment Supports Division, Immigration Law Specialist, Teri Guhl:

- Email: [teri.guhl@state.mn.us](mailto:teri.guhl@state.mn.us)
- Phone: 651-262-3171 and leave a detailed voicemail

## X. Public Charge

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Some of the people we serve may be confused and concerned about whether the public charge rule applies to them. Eligibility workers may receive questions about how the receipt of benefits affects an applicant's or recipient's immigration status. **The public charge rule does not change who is or is not eligible for public assistance programs.** Do not consider the public charge rule when making an eligibility determination. See [Combined Manual Section 0011.03.17 Non-Citizens – Public Charge](#).

Eligibility workers should never try to advise people about the public charge rule. Instead:

- Direct people to seek legal advice from an immigration attorney if they have questions about how the public charge rule affects them or their family. This will allow people to make an informed decision about receiving benefits and understand whether they or their family may be impacted in the future.
- Inform people who ask about the public charge rule to contact a Legal Aid office at 800-292-4150 from 8:30 a.m. to 4:30 p.m., Monday – Friday, (<https://www.lawhelpmn.org/>), or a private immigration attorney.

## Americans with Disabilities Act (ADA) Advisory

This information is available in accessible formats for people with disabilities by calling (651) 431-4049 (voice) or toll free at (800) 657-3739, or by using your preferred relay service. For other information on disability rights and protections, contact the agency's ADA coordinator.