



Preferred Communities and Match Grant Affiliate Final Notice of Award FAQ

Revised: May 7, 2025

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Reimbursements

1. What circumstances allowed for the reimplementaion of this award?

For several months, the Department of Health and Human Services, Administration of Children and Families (ACF) conducted a “payment integrity review” of USCCB and three other national resettlement agencies. USCCB was not informed of this review by ACF but learned of the review through various court filings. As part of the payment integrity review, the Office of Refugee Resettlement (ORR) withheld payments to USCCB for the Matching Grant and Preferred Communities programs.

On **March 11, 2025**, in a court filing in the case of *Pacito v. Trump*, ORR instructed the federal Payment Management System (PMS) to release payments for "all refugee grant services that occurred *before* January 20, 2025."

On **April 15, 2025**, a court filing in the case of *Harris County, Texas v. Department of Health and Human Services, et al.* confirmed the completion of the Administration of Children and Families’ payment integrity review for USCCB and indicated payments would resume. USCCB has now received payment for submitted MG and PC expenses incurred both before and after January 20, 2025. USCCB still has additional drawdowns to submit for payment to ORR but the processing time has improved. USCCB’s Office of Finance and Accounting (OFA) is working to process these payments as quickly as possible once funding is received.

The receipt of these payments does not impact the decision USCCB made on April 7, 2025, to discontinue our partnership with ORR. USCCB is committed to assisting affiliates as they work to wind



down MG and PC and transition clients into other community-based programs that may continue to offer support. USCCB issued amended awards on April 24, 2025, to reflect the funding amount communicated to subrecipients during the MG FY 2025 Q2 budget process and the FY 2024 - FY 2025 PC Carryover budget process initiated in January 2025. The amendments finalize those processes and enable subrecipients to seek reimbursement for activities related to completing services for current beneficiaries, as well as for costs associated with winding down the programs. The funding is not intended for program expansion.

2. Can we expect payment for expenses incurred after January 20, 2025?

Yes, agencies can expect payment for MG and PC expenses incurred after January 20, 2025.

3. Does this notice of award reflect a higher level of certainty or likelihood, that PC expenses will be reimbursed? Or should we still be working on the assumption that the fiscal risk to us is still very high?

It is USCCB’s understanding that the payment integrity review of USCCB is complete. At this time, there are no further impediments to the reimbursement of expenses related to the MG and PC programs.

4. We were granted PC housing money; are there any assurances this will be reimbursed?

See the answer to #3.

5. Will there be any delineation of dates for current billings?

Delineation efforts are no longer needed for PC and MG.

Delineation is still required for R&P and ERMA. Delineation timeframes were outlined in the News Flash circulated on April 4, 2025: “News Flash: Delineation of R&P and ERMA Billing – Updated Guidance”. The delineation for administrative expenses are as follows:

R&P Administrative Expenses	ERMA Administrative Expenses
<ul style="list-style-type: none"> January 24 – February 12, 2025 February 13 - February 28, 2025 March 1 - March 7, 2025 March 8 - March 31, 2025 	<ul style="list-style-type: none"> January 24 – February 12, 2025 February 13 - February 28, 2025 March 1 - March 7, 2025 March 8 - March 31, 2025

6. Has USCCB received full reimbursement from ORR? What is the expected timeline for payments to be issued to agencies? As we bill each month, what is the expected time frame to receive payments?

USCCB has received all payments that have been requested for draw down by ORR. USCCB still has additional drawdowns to submit for payment to ORR but the processing time has improved. Until the recent payment pause, USCCB’s financial procedures allowed USCCB to reimburse affiliates for expenses *before* receiving federal reimbursement. Once reimbursement from PRM or ORR was received, USCCB



would reimburse costs at headquarters. With the payment uncertainty seen across the resettlement network in 2025, USCCB paused the practice of paying affiliates before seeking federal reimbursement. USCCB now reviews affiliate billing, submits reimbursement requests to the federal government, and only pays affiliates after receiving reimbursement.

Due to recent delineation requirements from both ORR and PRM, the process for determining which subrecipient expenses are still eligible for payment has become more time consuming. With the receipt of more regular payments from our federal funders, payments to subrecipients are being processed within 2-6 days of receipt by USCCB's Office of Finance and Accounting. Once USCCB's OFA has processed the payment, it can take another few days for subrecipients to receive payment via direct deposit. Affiliates that receive checks by mail should expect receipt within approximately two weeks from the date the check was cut. Please know USCCB's Office of Finance and Accounting is working through all past due invoices, and we hope to see a resolution in the coming weeks across grants.

7. When will we receive our submitted reimbursements for the October-March timeframe. We have only received January 2025 for PC (we have not received anything for R&P/ERMA from October 2024-March 2025).

During the week of April 28 – May 2, 2025, USCCB's Office of Finance and Accounting (OFA) finalized their review of outstanding subrecipient payments from Q1 presented by Resettlement Services' grants team. Friday, May 2, 2025, USCCB requested a drawdown for the sum of Q1 funds needed from ORR and received that payment on Monday, May 5, 2025. USCCB's OFA processed the majority of Q1 FY 2024 and FY 2025 MG reimbursements received in MRIS through March 31, 2025 on May 5, 2025. OFA is continuing to process the remaining Q1 MG payments as well as PC Q1.

Unfortunately, USCCB is still awaiting payments held by PRM for R&P and ERMA to reimburse affiliates for the remaining FY 2024 and FY 2025 expenditures. On May 6, 2025 and May 7, 2025 USCCB received a portion of the outstanding payments from PRM. These payments only include costs incurred on/before January 24, 2025 (the date the initial notice of suspension was received from PRM). OFA is reviewing the payments received and will process them as quickly as possible.

8. We received January reimbursement but not previous months in Q1. What is the reason for this?

As described above, USCCB is now reimbursing affiliates once USCCB receives those funds from the federal government. Once ORR began releasing held payments, USCCB processed reimbursements tied to the drawdowns submitted. The first payments released were for January expenses. Since then, USCCB has been working through previous reimbursements, as described above.

9. I notice on the USCCB website that we cannot submit any PC amounts past March 2025. Is this a mistake or is this intentional?

At the time this survey was disseminated, the month of April had not yet concluded. Therefore, the month would not be available to submit reimbursements in MRIS. The billing month must conclude for the hyperlink in MRIS to become available. Please check again and reach out to the MRIS Helpdesk at support@mrishelpdesk.zendesk.com if you are still unable to submit for the month of April 2025.



10. I see a payment in our bank account but I don't see what the payment is for?

USCCB's Office of Finance and Accounting is still making their way through subrecipient payments based on funding received by federal funders. It normally takes a few days to a week after payments are made to subrecipients for check/EFT numbers and dates to be uploaded to MRIS.

To check payment status, affiliates can run a Payment Summary report in MRIS:

- Click on the "Reports" tab.
- Select "Request for Payment Summary".
- You can search for a particular form, invoice number, or check number by typing into the white text box next to the words "Find/Next" and hitting enter.

Unfortunately, the Payment Summary Report does not include ERMA payments. Please contact Caiti Kelleghan CKelleghan@uscgb.org if you suspect the payment is for ERMA.

Additional information on tracking reimbursement requests can be found on the MRIS Helpdesk site:

- Match Grant: [Tracking Reimbursement Requests](#)
- Preferred Communities: [Tracking Reimbursement Requests](#)
- MRS Video Reports Overview - [Reports overview](#)

If your agency has run a payment summary report, used the other MRIS resources to try to figure out what a payment is, and no check/EFT number has been uploaded after eight days please contact the GPA team for assistance identifying the payment. We greatly appreciate affiliates patience as USCCB works through the payment backlog.

Funding Allocation and Budget Revisions

11. Will there be Q3 MG or PC funding?

There will be no additional MG or PC funding awarded in Q3 or Q4 of FY 2025.

12. The PC funding has been rewarding to refugees, however, some of the refugees are still having difficulties in their resettlement drive particularly seeking employment due to the premature closure of the R&P and all other programs. Is this the last PC funding for housing? Lots of evictions are going on now.

See the answer to #11.

13. Will there be an option to make budget modifications for PC-ICM and PC-Housing for allocated staff funded under PC, to allow for closure (not for program expansion, but to adequately serve all clients until transition out)?

If the modifications for the revised FY 2025 PC budgets completed in January/February equates to a shift in 10% of the total budget or are significant changes that do not align with program objectives or Federal regulations, a budget modification should be completed. Please consult with the applicable PC



program contact listed in the Notice of Award prior to confirming whether a revision is needed. As a reminder, per the Federal regulations, costs tied to the closeout of an award are an allowable expense.

14. The new administration's policies have negatively impacted our staff capacity, agency capacity and private funding. Are we able to redesignate funding allocations for the remainder of our FY 2025 award from current allocations to new categories? Specifically, we have had to decrease staff salaries due to loss of funding and reallocate budgeted office expenses to more urgent needs of staff and clients which has caused a strain on our staff and unmet needs in our legal clinic.

To clarify, funding can only be reallocated within the same grant budget as outlined in the Notice of Award. See above response regarding reallocation of costs. Please contact the applicable Grants and Programs Administrator to discuss this further.

15. We have used private agency funds since February to cover client rent. Can we now retro bill those costs to PC housing instead?

If the private funds used were for allowable grant activities, agencies may complete cost reallocations. So long as it is completed correctly and there are no duplicate payments for the same cost. Please reach out to Kathy Jagow with KJagow@uscgb.org questions.

16. If we received PC Housing only funds, is it possible to reallocate the funds to the FY 2025 – PC Afghan Integration Program and provide services through those parameters?

While you can re-allocate funds across line items within a program by submitting a revised budget (as outlined above), you cannot re-allocate funds from one PC program to another PC program. The funding sources for each PC program are distinct and have different requirements. You can, of course, provide housing services to ORR-eligible Afghan clients through the PC housing program.

17. Is it possible to reallocate this PC Housing funding to focus specifically on Afghan nationals who meet ORR-eligible definitions?

See the answer to #16.

18. Can funds be used for program closeout admin activities, such as case file reviews? It was previously mentioned that programs officially "close" after clients are exited. But can there still be staff time billed after client exit to wrap up administrative work?

Yes, funding can be spent on administrative activities related to grant closeout, including case file review.

19. MG: If we have unspent administrative funds as of August 31st, can we bill administrative costs associated with liquidation activities in the month of September?

Liquidation and closeout activities are allowable costs per the Federal regulations. See applicable closeout regulations for additional information: <https://www.ecfr.gov/current/title-45/section-75.381>



PC-ICM

- 20.** Are we required to submit case closures for ALL enrolled clients by the August reporting period? If so, would we indicate the case closure type as “Withdrawn”, “Transfer to other RA”, or “Other”?

Yes, you are correct. Each client will need to be assessed.

- For clients who are **self-sufficient**, you will indicate that in the assessment and record the closure response in MRIS as “Client is self-sufficient.”
- For clients who are **not self-sufficient**, you will need to complete the Client Closure/Withdrawal Form. This form must be signed by each active client—either in person or verbally, if an in-person signature is not possible. Then, submit the closure response in MRIS as “Withdrawal.” The form can be found in MRISConnect under the Program Closure section. Please contact the data Specialist at aadkins@uscgb.org for further assistance.

PC Housing

- 21. We were informed we could not use these housing funds for NEW clients, is that still the case, what does this mean?**

You can utilize PC-Housing funds for ORR eligible clients up until September 1, 2025. As this program provides one-off support and does not include a “service period” it is not impacted by the new enrollment pause. Affiliates must submit client level data in KoboToolbox for individuals who receive PC Housing support and must have the proper documentation as outlined in the [PC-Housing Program Guide](#) available on MRISConnect.

- 22. We were approved for PC Housing funding per this latest notice but we’ve not been allowed to enroll any new clients per USCCB directive issued earlier this year and previous to that directive, we had not enrolled any clients in this fiscal year since there was not approved funding. So given those conditions, and that we still cannot enroll new clients, these dollars are not available for our use. Is that correct?**

See the answer to #21.

- 23. Can we close out PC-IR and PC-ICM as planned and keep PC Housing open until August? We have a lot of existing clients with rental needs.**

Yes, the last day to use PC-Housing will be September 1, 2025. Individuals benefiting from PC Housing must be ORR-eligible and affiliates must be able to administer the data collection and case file documentation requirements outlined in the program guide.

- 24. We are confused regarding the costs we are allowed to submit for reimbursement for PC-Housing. The enrollment pause caused no new enrollments to happen. However, for clients that were enrolled in the program prior to the enrollment pause, are they still eligible for funding for costs that occur after the enrollment pause. For example, say a client was enrolled into the program at the beginning of January, can we still assist them with their housing needs**



today by using the PC-Housing funding? Or is it that all enrollments AND costs must have taken place prior to the pause?

The PC-Housing fund can be used for ORR-eligible clients through September 1, 2025. The data collection and case file documentation requirements can be found in the [PC-Housing Program Guide](#). The last day to use the PC-Housing funds will be September 1, 2025.

25. Can we use PC housing funds for housing related expenses for former R&P clients since R&P was terminated?

Yes, as long as the individual is ORR-eligible. PC housing may be utilized through September 1, 2025. Requirements can be found in the [PC-Housing Program Guide](#).

26. If we want to help someone with housing on May 1, 2025, can we use the PC housing funding and will we be reimbursed?

Yes, you are able to use PC-housing funds for ORR-eligible individuals until September 1, 2025. Requirements can be found in the [PC-Housing Program Guide](#).

27. Are the rules for using PC housing money the same? That is, can we still pay rent for any ORR population? Including continuous walk-ins?

Yes, the program guidelines and documentation requirements for PC-Housing have not changed. The last day to use PC-Housing will be September 1, 2025. Requirements can be found in the [PC-Housing Program Guide](#).

28. Our agency has PC-Housing but does not have any additional PC programming. Are we able to use this funding for current clients who are ORR eligible or only those who have received PC-Housing assistance in the past? We provide ESL classes, workforce development programming, and case management services to newly arrived refugees within our agency.

The PC-Housing fund can be used for any ORR-eligible population, it is not limited to PC clients. The program guidelines outline the necessary paperwork for enrollment such as the client agreement, RF-35, etc. You must ensure that there are no duplicative services if a client is enrolled in more than one federally funded program. Requirements can be found in the [PC-Housing Program Guide](#).

29. Can we continue using PC-Housing funds for rental assistance for clients already enrolled in PC-Housing?

Yes, if the client has been enrolled in PC-Housing and there is still a need for housing assistance, you can provide assistance. You can utilize PC-Housing funds for ORR eligible clients up until September 1, 2025. Requirements can be found in the [PC-Housing Program Guide](#).

PC Afghan



30. If we close active cases before August, we still have to complete the aggregate report. Since we provide immigration services without charge and will still be following up on these cases, can we bill administration costs through the end of September?

All PC-Afghan programming activities must end and programmatic reporting must be submitted to USCCB by September 1, 2025. In anticipation of sites needing time to complete closeout and administrative tasks, such as case follow-ups, the funds obligation and liquidation deadline is September 30, 2025. This means agencies may continue to bill for allowable administrative costs tied to closeout through that date.

Match Grant

31. If offices did not provide the full amount of cash allowance or core maintenance assistance support to clients while we were not being reimbursed, do we need to go back and reimburse those clients now that we are receiving reimbursement again?

Prior to removing anyone from the MG program, affiliates were asked to review the “Addendum to the MG Client Agreement Form – Voluntary Withdrawal from the Program” with clients. This form explained that due to changes in the level of funding provided by the federal government, the affiliate was “unable to provide the services outlined in the Client Agreement”. As such, for cases removed from MG due to lack of reimbursement, affiliates do not need to reimburse clients for core maintenance assistance and/or cash allowance. However, for active clients who are still enrolled in the MG program, it is expected that affiliates will provide the minimum core maintenance assistance and cash allowance amount until the client either a) completes their 240-day service period or b) is removed from the program in anticipation of program closure. For active cases, the agency should reimburse clients for any unpaid core maintenance assistance/cash allowance as required by the Client Agreement.

32. Can we pay out MG cases that have been transferred to other programs the cash assistance and rent that was owed to them before the transfer?

Match Grant is not a per capita program, and clients cannot be “cashed out” or paid out funds that will be used after the case is removed from the program. For clients that should have received funds during the service period but did not, please see question 31 above.

NOTE: Clients cannot be transferred to another RA’s Match Grant program without receiving permission from the Office of Refugee Resettlement **before** the case is transferred. Due to the complicated nature of mid-service period transfers, they are rare. Please reach out to your Field Support Coordinator to discuss.

33. Per the newsletters: " Affiliates should work to transition clients out of MG and PC by September 1, 2025"; for clients who finish 240th day before this date anyway, can we keep them in the program and operate normally? And then remove any remaining clients whose 240 is past September 1st?

Yes, clients whose service period ends before September 1, 2025, may remain in the program and continue to receive all required MG services. Offices may also remove clients whose service period ends



after September 1, 2025. Your office should create a Removal Policy that outlines the rationale for removing clients if you do not intend to remove all clients at the same time. Please reach out to Catriona Davenport CDavenport@uscgb.org with any questions about this process.

34. Are the notices of award for FY 2025 based on the actual enrollment of FY2025?

Please see below breakdown with hypothetical numbers for an explanation of the award.

MG FY 2025 Q1-2 Slot Allocation	Q1-2 Program Administrative Funds	Q1-2 Client Direct Assistance Funds <i>*based on actual enrollments</i>	Total FY25 Q1-2 Award
20 This number is based on your <u>actual</u> enrollments. If this number does not match your records of how many clients have been enrolled in the program, please contact KJagow@uscgb.org .	\$48,000 The admin award is based on your <u>projected</u> slots for Q1-2, even if you did not use all of the slots available to your office. In this example, the local office only used 20 out of 30 slots awarded for Q1-2. However, the admin award reflects the total projected amount (30 slots x \$1,600 = \$48,000).	\$40,000 This is the direct assistance associated with your <u>actual</u> enrollments (20 x \$2,000 = \$40,000).	\$88,000 This is the admin award plus the direct assistance award (\$48,000 + \$40,000 = \$88,000).

35. We have 3 cases that are scheduled to close in early September but will need to close by the August 31st deadline. The 240-day report will not be available yet, can you clarify how to submit reports for cases like these?

USCCB intends to release the 180 and 240 reports for all cases during the summer to allow the 180-day and 240-day reports that will be due after September 1, 2025, to be completed. If there are any issues using MRIS to collect this data, your Field Support Coordinator will reach out to collect the data manually.

36. Will we need to complete a voluntary withdrawal form, or is the regular referral letter acceptable?

For cases that will be removed prior to September 1, 2025, the clients must sign a voluntary withdrawal form to acknowledge their removal from the program. All cases that exit the program between now and September 1st must receive the standard MG Case Closure Letter.

37. Assuming the clients continue to be self-sufficient, can we issue the MG bonus in August (which would be prior to the 240-day closure)?



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Agencies must follow the terms of the MG Bonus Policy outlined by your office and in the client's MG Client Agreement when distributing employment-related bonuses. As always, local offices may continue to use direct assistance funds to support clients in other ways that promote self-sufficiency not explicitly covered by bonus policy.

Other

38. If all resettlement USCCB staff are done at end of May who will be in charge of monitoring grants?

USCCB is implementing a phased approach to staff departures as we wind down the MG and PC programs. There will be staff at USCCB to answer questions related to these programs through November 28, 2025. USCCB will continue to update the "USCCB/MRS Points of Contact by Affiliate and Program" document available on the [Resettlement Services Contacts](#) page of MRSCconnect.

Please note, USCCB staff will not be conducting programmatic monitoring of the MG or PC programs prior to grant closure. All agencies that were scheduled for a monitoring visit should have received a notification letter communicating the visit has been canceled.