



**State of Florida  
Department of Children and Families**

**Ron DeSantis**  
*Governor*

**Taylor N. Hatch**  
*Secretary*

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**DATE:** September 4, 2025      **TRANSMITTAL NO.:** P-25-09-0007

**TO:** Economic Self Sufficiency Operations Managers  
Economic Self Sufficiency Program Offices

**FROM:** Julie Reed, Chief, Program Policy  
**(Signature on File)**

**SUBJECT:** Benefit Eligibility Period for Refugee Cash Assistance and Refugee Medical Assistance Changes from 12 Months to 4 Months

**EFFECTIVE:** Upon Receipt

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This transmittal is to notify staff of a change in the benefit eligibility period for individuals eligible for Refugee Cash Assistance (RCA) and/or Refugee Medical Assistance (RMA). The Refugee Assistance Program (RAP) includes RCA and RMA.

The System Instructions in Transmittal I-23-02-0002 is obsolete.

### **Background**

On March 21, 2025, the Office of Refugee Resettlement (ORR) published a notice announcing the shortening of the benefit eligibility period for RCA and RMA from 12 months to 4 months of assistance for individuals whose eligibility date for ORR benefits is on or after May 5, 2025.

### **Old Policy**

Refugees were eligible for RCA and RMA for up to 12 months from their ORR benefit eligibility date, which is based on the date of entry, date of status, or date of asylum on or after October 1, 2021.

### **New Policy**

Refugees with an ORR benefit eligibility date **on or after** May 5, 2025, will receive up to 4 months of RCA (AWAA category RAP) and/or RMA (AWAA categories: MRR, NRR, MREI).

Refugees with an ORR benefit eligibility date **prior to** May 5, 2025, will continue to be eligible for up to 12 months of RCA and/or RMA from the date of **entry**, date of **status**, or date of **asylum** ([P-19-04-0005](#)). The existing auto-closure process for refugees reaching 12 months of assistance will continue. Please reference policy guidance in Transmittals [P-22-08-0012](#) and [I-23-02-0002](#).

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Mission: Work in Partnership with Local Communities to Protect the Vulnerable, Promote Strong and Economically Self-Sufficient Families, and Advance Personal and Family Recovery and Resiliency

### **System Instructions and Procedures**

The FLORIDA system was modified to calculate the 4-month eligibility period for RCA and RMA if the date of entry, date of status, or date of asylum is on or after May 5, 2025.

The 12- or 4-month eligibility period for RCA and RMA will be based on the AICZ date. The auto-closure process for refugees reaching 4-months of assistance was activated on August 1, 2025.

On **AGPY** during ASRE, the REV AG field will be protected with an “N” if the same RMA assistance group is built. The REV AG field will continue to work the same for all other assistance groups.

On **AWER**, the ELIG REVIEW DATE is protected for RMA. This date is already protected for RCA.

The reason code and notice description language for code **250** was modified to “You are longer eligible for Refugee Cash and/or Refugee Medical Assistance because the time-limited period to receive this assistance has ended.” and will display for auto-closures. Staff must use this code when manually taking action on assistance groups (AGs) whose eligibility period has ended.

### **Reports**

An exception file will be created if the following errors are encountered during the auto-closure process:

- Case has pending AGs
- Case displays an error on a specific eligibility screen
- Case displays an error on AWAA

The exception file will contain the case number, category, sequence, pin and exception reason for the cases where the auto-closure process could not be completed.

A new Refugee Report Extract will be available for open Refugee AGs which will include a calculated end date to assist staff in accurately tracking benefit eligibility periods.

### **Reminder**

As of May 2, 2025, FLORIDA’s AICZ screen only allows a staff member with a security level of 75 or above to edit the **Entry Date, Asylum Date, Status Date, Alien Status Code**, and **Delete Code** fields. Staff should ensure the correct date of entry, date of status, or date of asylum is entered on AICZ before pressing enter. Staff who complete or review a case that requires an AICZ screen update will need to follow their regional procedures to request changes to the protected fields. Staff with security levels of 75 or

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higher should ensure the accuracy of the requested change prior to making any updates on AICZ.

Regional Program Offices with policy questions related to this transmittal should submit them through the Policy Technical Assistance Request Page. Systems related questions should be directed to LaQuetta Anderson at [LaQuetta.Anderson@myflfamilies.com](mailto:LaQuetta.Anderson@myflfamilies.com).

cc: Assistant Secretary for Economic Self Sufficiency (Bridget Royster)  
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