

North Dakota Refugee Cash Assistance Program Enrollment

Purpose

The Refugee Cash Assistance (RCA) program helps newly arrived refugee families in North Dakota become economically self-sufficient and adjust to life in the community.

Services Provided

- A Wellbeing and Employability Inventory (WEI) with goals for each household member.
- Help navigate community resources and systems.
- Workshops on topics like community integration, language, and job readiness.
- Employment assessment, training, vocational training, skills recertification, job placement, and job maintenance support.

Participant Commitments

- Work with staff to develop a WEI and follow the steps in your plan.
- Attend assigned workshops and job readiness training.
- Report securing a job within three days if you find it on your own.
- Report any changes in earned or unearned income immediately and provide proof such as pay stubs, employer letters, or Social Security notices.
- Try to become employed within four months of arrival and keep the job for at least 90 days.

Reporting Requirements

As an RCA recipient, you must report any income changes when they happen. You must submit pay stubs or other proof once you start working or receive benefits, such as Social Security.

Client Rights

You have the right to:

- Be treated fairly and with respect.
- Receive services and benefits without discrimination.
- Get information about program services in a language you understand.
- Have your personal information kept confidential. RCA and employment information will be shared with Human Services Zones for SNAP and Medical Assistance eligibility.
- Have your RCA application decided within 30 days and receive cash assistance if you are eligible.
- Receive written notice of any change in benefits.
- File an appeal if you disagree with a decision.
- Be informed about available services, eligibility conditions, your rights, and responsibilities.
- Receive services in a language you understand.

Client Responsibilities

You have the responsibility to:

- Provide true, complete, and accurate information.
- Complete all eligibility requirements.
- Verify immigration status, Social Security number, proof of North Dakota residency, household changes, and all earned and unearned income.
- Participate in all goals set in your WEI and follow the steps that lead to employment as soon as possible.
- Submit required reports by the due date.
- Report changes within three working days, including job offers, starting or leaving a job, changes in school attendance, changes in employment status, new income, people moving in or out of your home, injuries requiring ongoing medical treatment, or changes of address or phone number.
- Keep scheduled appointments with Career Navigator staff or other assigned programs.
- Let Career Navigator staff know if you will be late or cannot attend an appointment within one working day.
- Follow up on job referrals and complete job applications.
- Accept any suitable job offer, even if it changes your planned services. A suitable job matches your abilities and does not require illegal activity.
- Keep your job once you are employed. Do not reduce hours or quit without a valid reason and without consulting Career Navigator staff.
- Repay any overpayments of RCA benefits.

Good Cause Examples

Good cause means there is a valid reason for refusing or leaving a job, such as serious personal illness, unsafe working conditions, or transportation problems outside your control.