



TO: **BRP-Funded Agencies**

FROM: Bojana Zorić Martinez, Director
Bureau of Refugee Programs
Division of Family and Economic Security
Department of Children and Families

SUBJECT: Policy Manual Revision

BRP OPERATIONS MEMO

No: 26-24

DATE: 09/30/2026

RCA ☒ RMA ☒

RSS ☒ RSS-OS ☒ SOR- any ☐

ARSS (AIRLS) ☐ URSS (UIRLS) ☐

RSS-ESL, Wis Lit ☐

WFTCP ☐ RSI- any ☐ RYM- any ☐

CROSS REFERENCE: [BRP Policy Manual](#)
[45 CFR Part 400](#)
[BRP Operations Memo 26-21](#)
[ORR Dear Colleague Letter 26-02](#)

EFFECTIVE DATE: SEPTEMBER 30, 2026*

*The policies described herein pertain to the programs Refugee Support Services (RSS), Refugee Cash Assistance (RCA), and Refugee Medical Assistance (RMA, including Refugee Medical Screening [RMS]). Note that RSS may be inclusive of the programs previously referred to as RSS-E&E, RSS-ESL, and RSS-OS.

The policies contained in Version 13 (V13) of the BRP Policy Manual published on September 30, 2026, must be adhered to while administering those three programs (RSS, RCA, and RMA). For all other programs administered by BRP for which contracts have continued beyond September 30, 2026, the policies contained in Version 12 (V12) of the BRP Policy Manual must be adhered to for the duration of those contracts. This may include Refugee Health Promotion (RHP), Refugee School Impact (RSI), Refugee Youth Mentoring (RYM), Services to Older Refugees (SOR), and any other historical programs of BRP that have ended but to which policies may still apply for other purposes (e.g. monitoring). The [BRP Policy Manual Archives](#), including V12, can be found on the BRP Policy page.

PURPOSE

The purpose of this memo is to announce and provide an overview of changes made to the BRP Policy Manual.

BACKGROUND

Due to significant reductions in Office of Refugee Resettlement (ORR) funding, including the conclusion of its set-aside programs as described in [ORR Dear Colleague Letter 26-02](#), the BRP Policy Manual has been revised to more closely reflect the reduction in program size and complexity. Most of these changes are related to the combining of three programs previously contracted separately by BRP and the conclusion of ORR's set-aside programs. As detailed below and in the BRP Policy Manual itself, RSS-Employment & Employability (RSS-E&E), RSS-Other Services (RSS-OS), and RSS-ESL are now collectively referred to as RSS. RSS services reflect the list of RSS services found in [45 CFR Part 400.154](#) and [45 CFR Part 400.155](#), which are referred to in the BRP Policy Manual as Primary and Whole Family Services, respectively. The revised RSS section of the BRP Policy Manual emphasizes the primary and original use of funds for Primary Services, to provide employability services that are designed to enable refugees to achieve economic self-sufficiency, pursuant to [45 CFR Part 400.146](#). Primary and Whole Family Services are broadly defined by ORR, as found in Chapter 4 of the BRP Policy Manual, and may also be inclusive of services provided under the previous three-part RSS programming as well as set-aside program funding; however, employment and employability services are considered "Primary Services", while "Whole Family Services" remain available, to help ensure that everyone's needs are able to be met.

POLICY

The table below provides an overview of the changes that were made to the manual and are reflected in the current version of the BRP Policy Manual beginning on September 30, 2026.

Noted above are additional details regarding effective dates, which vary considerably across programs and in accordance with individual agency contracts.

BRP Policy Manual Section Number	Brief Summary of Revision(s)
1.0 Introduction	This section was revised in order to accurately summarize the newly revised contents of the policy manual.
1.1 Refugee Support Services	Formerly titled "Funding Type", this section previously detailed all programs and set-asides. It now simply emphasizes the overall purpose of RSS funding, which is to enable refugees to obtain and retain jobs in order to achieve economic self-sufficiency. All other program descriptions were eliminated, with the exception of Refugee Medical Screening (RMS), which was moved to its own separate sub-section of Chapter 6 (6.8 Refugee Medical Assistance).
1.2 Eligibility	Minor revisions were made to this section to reflect reduced programming.

1.2.2 Time-Limited Eligibility	A correction was made in this section, which previously contained language that implied all Services for Older Refugees (SOR) services could be provided beyond 60 months. Since that program has ended, the language is more general, noting that there are a few exceptions to the 60-month time limit. Language in the second paragraph was also revised slightly for clarity.
1.2.3 Other Eligibility Limitations	This section was revised to reflect reduced programming.
1.3 Prioritization of Services	This section was revised to reflect reduced programming.
2.0 RSS Requirements	Formerly titled “Required and Allowable Activities and Services”, this section has been significantly revised. Programs that have ended have been eliminated, and language has been revised to reflect reduced programming. The reasons participants will be automatically exited from RSS program enrollment have also been revised in accordance with the amendment to OM 26-21, which is being published on the same day this memo is published. The 90-day automatic exit due to inactivity has been modified to 215 days, in order to prevent the occurrence of unnecessary re-enrollments.
2.1 Primary Services	Formerly titled “RSS-E&E”, this section has been significantly revised. It now includes a brief description of Primary Services, along with a list of those services.
2.2 Whole Family Services	Formerly titled “RSS-ESL”, this section was previously the next section detailing the required and allowable services for programs that are now included under RSS or have ended. This section now includes a brief description of Whole Family Services, along with a list of those services. Most other sections from 2.3 to 2.12, which included discontinued set-asides and program details now found under RSS, have been eliminated. RMS (formerly 2.7) has moved to section 6.8 under RMA.

REPORTING AND DOCUMENTATION

Reporting and documentation of services as reflected in this version of the BRP Policy Manual must follow guidance related to the effective dates as described above.

TRAINING

BRP will provide optional technical assistance following the publication of this memo.

AGENCY ACTION

No immediate agency action is required.

ATTACHMENTS

N/A

CONTACTS

For BRP Policy Questions: DCFRefugee@wisconsin.gov

For WRPD Questions: DCFWRPDSupport@wisconsin.gov