



Office of Temporary and Disability Assistance

ANDREW M. CUOMO
Governor

MICHAEL P. HEIN
Commissioner

BARBARA C. GUINN
Executive Deputy Commissioner

ATTACHMENT 1: NOTIFICATION LETTER TO SOCIAL SERVICES DISTRICT COMMISSIONER

Commissioner
County Department of Social Services
40 N. Pearl Street
Albany, NY 12243

RE: U.S. Repatriation Program
Ms. Jane Smith

Dear Commissioner:

This is to notify the Erie County Department of Social Services of a referral for repatriation services on behalf of Ms. Jane Smith, per the request from the American Embassy in London, England via International Social Service, USA (ISS-USA). The attached documents contain the referral information. All repatriation services provided to Ms. Smith are 100% reimbursable to the county via submission of the RF7 claim form referenced in the attached Administrative Directive 06-ADM-11.

Ms. Smith will be repatriated to the United States via the Albany International airport at a date and time to be determined. We are requesting the following services on her behalf:

- Please meet the repatriate upon arrival at the Albany International airport in Albany, NY;
- Please provide transportation to a local shelter or transitional housing;
- Please provide the repatriate with social services and assistance in completing forms for resettlement including assistance with any application for benefits.

This referral is being made pursuant to the United States Repatriation Program which was established by Public Law 87-64, and Section 1113 of Title XI of the Social Security Act. The regulations are in Title 45, Chapter II, Part 212 of the Code of Federal Regulations. Additional guidance for program implementation may be found in the Public Assistance Source Book XXII-14, 1,2,3, and in Administrative Directive 06-ADM-11.

The Office of Temporary and Disability Assistance is the designated state agency to act as the agent between ISS-USA and the local districts for the purpose of repatriating citizens to New York State. ISS-USA acts under cooperative agreements with the Departments of State and Health and Human Services, Office of Refugee Resettlement.

Linda Veraska is the Repatriation coordinator, and all continuing contact on this case may be made with Ms. Veraska by email at Linda.Veraska@otda.ny.gov or by phone at (518) 473-1178. Please advise her as to the appropriate contact person in your office for the initial follow-up on this referral.

Thank you for your attention to this matter.

Sincerely,

Kristina Morelli
Assistant Director, Refugee Services

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