Attention: Effective January 31, 2022, 5 pm Eastern, the U.S. Department of State no longer accepts referral packages at USRAPAfghanReferrals@state.gov. Any referrals sent to that email address after that date will not be reviewed. To ensure data security, program integrity, and processing efficiency, as of that date the Department of State will accept referrals following the updated process described below.

Background
The U.S. Refugee Admissions Program (USRAP) is a joint program run by the Department of State’s Bureau of Population, Refugees, and Migration (PRM), Department of Homeland Security’s U.S. Citizenship and Immigration Services (USCIS), and the Department of Health and Human Services’ (HHS) Office of Refugee Resettlement (ORR).

The U.S. objective in Afghanistan remains a peaceful, secure country. A top priority is to ensure those affiliated with the U.S. government and U.S.-based NGOs or media organizations are identified and protected from potential retaliation or harm.

The Priority-2 (P-2) program* for Afghan nationals was announced on August 2, 2021. U.S. government departments and agencies, and U.S.-based NGOs or media organizations with operations in Afghanistan, may submit P-2 referrals for Afghans who fall into any of the following three categories:

1. Afghans who do not meet the minimum time-in-service for a Special Immigrant Visa (SIV) but who work or worked at any time as employees of contractors**, Locally Employed (LE) Staff, interpreters/translators for the U.S. government, United States Forces Afghanistan (USFOR-A), International Security Assistance Force (ISAF), or Resolute Support;
2. Afghans who work or worked at any time for a U.S. government-funded program or project in Afghanistan supported through a U.S. government grant or cooperative agreement**;
3. Afghans who are or were employed in Afghanistan by a U.S.-based non-governmental or U.S.-based media organization. (U.S.-based media organizations may also refer Afghan nationals who worked for them under stringer, freelance, and comparable arrangements.)

* The term “priority” relates to groups of special concern that can be referred for access to the USRAP; it does not indicate status or any hierarchical selection process.
**Afghans who work/worked for sub-contractors and sub-grantees do not qualify for P-2.**

If your projects in Afghanistan were funded by the U.S. government (#2 above), or if the Afghan nationals meet the criteria for #1 above, they must be referred by a U.S. government official from the U.S. government agency that funded the projects. There is an internal process at each agency for these referrals. Please contact the appropriate agency to proceed.

The following guidance is intended only for U.S.-based NGOs and media organizations that wish to refer Afghan national staff who worked on projects that were not funded by the U.S. government (#3 above). Afghan nationals known to the U.S. government who meet the criteria of #3 above may be referred to the USRAP according to the instructions below.

**Instructions**

*If your organization emailed referrals to USRAPAfghanReferrals@state.gov prior to January 31, 2022, 5 pm Eastern, the Department of State will continue to process these submissions. Do not attempt to re-resubmit those referrals using the instructions below. If you are concerned about the status of your emailed referrals, please complete this form. We are working expeditiously to complete review of our backlog of referrals. Applicants with a complete referral will receive an email from noreply@wrapsnet.org or usrapprod@servicenowservices.com with their referral record number and further instructions; your organization will be included on this email.*

Organizations who did not email their referrals to USRAPAfghanReferrals@state.gov prior to January 31, 2022, 5 pm Eastern, must follow these updated instructions to submit P-2 referrals:

1. **Complete this GovCloud Google form to confirm your organization is eligible to submit P-2 referrals.**
   
   This form must be submitted by, or with the approval of, the current senior-most U.S. citizen employee of your U.S.-headquartered organization.

2. **After the USRAP reviews your form submission,** the senior-most U.S. citizen official, plus the form submitter in copy, will receive an email message from a wrapsnet.org email address with one of the following:
   
   a. Request for additional information to determine eligibility.
   b. Notice of ineligibility, based on 1) failure to meet eligibility requirements, or 2) a duplicate prior submission.
   c. Confirmation that your organization is eligible to submit referrals.*

3. *The eligibility confirmation email will contain instructions to the senior-most U.S. citizen employee to designate an individual from their staff to access the USRAP referral system.*

   The designated representative must generally use an email account that matches the organization’s domain name (not a personal account).
4. The designated representative will receive detailed instructions on how to access the USRAP case management system and submit referrals.

Each referral must contain:

- All required fields, and non-required fields to the maximum extent possible. This Guide to Referral Formatting (Excel document) may be helpful to collect and organize applicants’ required and non-required information. (Your organization will still need to type this information into the database. The Excel sheet can assist with collecting and organizing applicants’ information.)
- A complete Employment Verification form signed by the senior-most U.S. citizen employee of the referring organization.
- Scans of the following documents (optional, but highly encouraged if available):
  - Documents to establish identity: passport; national ID; birth certificates
  - Documents to establish relationships: marriage, divorce, death, and/or birth certificates
  - Documents to establish employment history: employment badges, employer affidavits

5. The referring organization will serve as the key contact for the applicant until they have a complete referral.

Please stay in contact with the applicant until they receive official email notification of a complete, accepted referral.

Once/if the referral is complete and accepted by USRAP, your organization will be included on a confirmation email to the applicant from noreply@wrapsnet.org or usrapprod@servicenowservices.com. Please be sure to whitelist that address in your email client.

The email will contain instructions for the applicant on how to inform the USRAP of their location once they have left Afghanistan so that we can create a case to begin processing with the nearest U.S.-funded overseas Resettlement Support Center.

Afghan nationals who believe they have been referred to the USRAP should seek status updates from their referring party, unless or until they have been notified via email from noreply@wrapsnet.org or usrapprod@servicenowservices.com that they have an accepted referral.

We appreciate your patience and understanding as we launch this new process.

Other Issues to Consider
- There is no resettlement processing in Afghanistan. If/when Principal Applicants and their families make the difficult choice to leave Afghanistan, they will need to arrange and pay for their own travel to a third country where processing can begin.
• Case processing can be lengthy (potentially 12-18 months), so please ensure they are aware this process could require living in and supporting themselves in a third country for a substantial amount of time until case processing is complete. Even if an individual qualifies for the P-2 program and travels outside of Afghanistan, there is no guarantee that they will be approved for resettlement to the United States. In particular, applicants must pass extensive security checks.

• The United States is unable to provide protection or support to individuals while they await a decision on their refugee case. Those who leave Afghanistan can register for international protection and assistance as a refugee with the government of the country they are in, if the country has an established asylum process; or, they can register with the UN Refugee Agency (UNHCR).