

Welcome to this Government Connection on the SAVE Program

- Hosted by NAFSA: Association of International Educators (www.nafsa.org)
- In order to hear the audio you must call (855) 212-0212
- Please mute your phone (don't place it on "hold")
- Questions will be accepted via the chat box
- A recording of the presentation, including the slides, will be available on the NAFSA web site soon (<http://www.nafsa.org/RegulatoryInformation>)
- Thanks for joining us today!





**U.S. Citizenship
and Immigration
Services**

Systematic Alien Verification for Entitlements (SAVE) Program

Program Overview



Agenda

- Welcome and Introductions
- SAVE Promotional Video
- Purpose and History
- Program Requirements
- Program Highlights
- Customer Support
- Questions



U.S. Citizenship
and Immigration
Services



Purpose and History



U.S. Citizenship
and Immigration
Services



What is the SAVE Program?

- The Systematic Alien Verification for Entitlements (SAVE) Program is an information service for authorized federal, state and local benefit-issuing agencies to verify their applicants' immigration status. Registered agencies use SAVE to determine applicants' eligibility for benefits they administer.

The SAVE Program verifies:

- ◆ Immigrant status
- ◆ Non-Immigrant status
- ◆ U.S. citizenship for naturalized and derived citizen status

The SAVE Program does **not** make determinations on any applicant's eligibility for a specific benefit or license



U.S. Citizenship
and Immigration
Services

Governing Laws



Immigration Reform and Control Act (IRCA) 1986

Illegal Immigration Reform & Immigrant
Responsibility Act (IIRIRA) 1996

Real ID Act of 2005, Pub. L. No.109-13

The Patient Protection and Affordable Care Act
(ACA) 2010



U.S. Citizenship
and Immigration
Services

SAVE Participants



Social Security Benefits



Education Grants and Assistance



**State Driver's Licenses
State ID Cards**



**Occupational &
Professional
Licenses**

Number of agencies participating in the SAVE Program: 1,111*

- Department of Motor Vehicles (DMV) - 53
- Federal Government Agencies - 27
- State Government Agencies - 329
- Local Government Agencies – 702

*as of 09/29/2014

Current number of active users: More than 69,000



**U.S. Citizenship
and Immigration
Services**



Verification Methods

- The SAVE Program offers an electronic and a paper-based method for verifying an applicant's status.
- Electronic Access Methods
 - Web-based Access — uses a web browser to access the SAVE System
 - Web Services — supports a system-to-system network connection
 - VLS (SAVE via AAMVAnet) – enables DMVs to use AAMVAnet's single point of entry
- Paper-based Access Method
 - Form G-845, Document Verification Request – a USCIS form requiring manual processing – special charges apply.



U.S. Citizenship
and Immigration
Services

The Verification Process

Verification Process

Initial	<p style="text-align: center;"><u>Initial</u></p> <p>Submit: Initial request based upon the document or information provided by the applicant.</p> <p>Response: SAVE returns the applicant's current status in seconds or prompts the agency to Institute Additional Verification.</p> <p style="text-align: center;"><u>Retry</u></p> <p>If mismatched data fields are returned, SAVE provides the option to correct the information and retry the initial verification request.</p> <p>Submit: Retry an initial request to correct the information in the data fields displayed.</p> <p>Response: SAVE returns the applicant's current status in seconds or prompts the agency to Institute Additional Verification</p>
Additional	<p style="text-align: center;"><u>Submitting Additional Information</u></p> <p>Submit: Additional request based upon additional applicant information.</p> <p>Response: SAVE returns the applicant's current status in 3 to 5 federal working days or prompts the user to Resubmit with Document.</p> <p style="text-align: center;"><u>Submitting Copy of Applicant's Document</u></p> <p>Submit: Additional request and attach a scanned copy of the applicant's document (front & back).</p> <p>If unable to attach a scanned copy of the applicant's document, print and mail the pre-populated Form G-845 with a copy of the applicant's document to the designated Status Verification Office.</p> <p>Response: SAVE will provide the applicant's current status in 10-20 federal working days</p>





Program Requirements



U.S. Citizenship
and Immigration
Services



Eligibility

- Federal, state, or local benefit-granting agencies with appropriate legal authority may register with the SAVE Program to gain access to our verification services.
- To begin the registration process, agencies must provide legal authority for:
 - administering the benefit/s
 - verifying immigration status of their applicants to determine eligibility

*Businesses, companies, organizations, and/or individuals **cannot** register with SAVE.*



U.S. Citizenship
and Immigration
Services



SAVE Program Transaction Charges

- **The SAVE Program charges a fee for status verification services**
- **Charge per transaction:**
 - ◆ Automated Verification Requests
 - \$0.50 for an Initial Query
 - \$0.50 for Initial Retry Query
 - \$0.50 for Additional Query
 - No charge for an automated Third Step G-845 Verification Request
 - ◆ Paper-based Verification Requests
 - \$2.00 Form G-845 Verification Request (Agencies without access to a computer may submit a paper-based verification request using Form G-845)



U.S. Citizenship
and Immigration
Services



Billing and Payment Information

- USCIS's Burlington Finance Center will send an invoice to the Agency's financial Point of Contact.
- A minimum monthly service transaction charge of \$25.00 is automatically billed to the agency account for all query volume under \$25.00.
- When query volume exceeds \$25.00, the user agency will be charged for only the actual query volume.
- If there are no queries during the month, the service transaction charge will not be applied.
- Methods of payment include:
 - Credit Card
 - Check



U.S. Citizenship
and Immigration
Services

SAVE Registration: Memorandum of Agreement (MOA)

The Agency must enter into a standard MOA for federal, state or local government agencies with USCIS outlining the terms, conditions, and guidelines for participating in the SAVE Program.

- The MOA includes financial and billing terms and conditions.
- The MOA must be signed by the following representatives:
 - ◆ Agency's appointed representative
 - ◆ SAVE Program designated representative

Sample MOA

MEMORANDUM OF AGREEMENT

BETWEEN THE DEPARTMENT OF HOMELAND SECURITY,
U.S. CITIZENSHIP AND IMMIGRATION SERVICES,
AND
USER AGENCY

STATE OR LOCAL GOVERNMENT AGENCY

I. PARTIES.

The parties to this Memorandum of Agreement (MOA) are the Department of Homeland Security, U.S. Citizenship and Immigration Services (DHS-USCIS), and the **Insert User Agency** (User Agency).

II. AUTHORITY.

The authorities governing this MOA include, but are not limited to, the following:

Personal Responsibility and Work Opportunity Reconciliation Act of 1996, Pub. L. No. 104-193, 110 Stat. 2105, as amended.

Immigration Reform and Control Act of 1986, Pub. L. No. 99-603, 100 Stat. 3359, as amended.



U.S. Citizenship
and Immigration
Services


SAVE Registration Anticipated Collections Addendum (ACA)

The Anticipated Collection Addendum establishes the financial obligation of your agency.

The ACA includes the following:

- The billing POC information
- The Agency's Tax Identification Number (TIN)
- Payment method
- Amount obligated (budgeted)
- Funds expiration date

Sample ACA

 Anticipated Collections Addendum from Non-Federal Sources	
Please provide the information requested in the table below. This information will be used to complete your Memorandum of Agreement (MOA). See Page 2 for additional instructions and an explanation of terms.	
1. Agency Information	
Agency Name:	[Enter the complete name of your Agency as it appears on your MOA]
Tax Identification Number (TIN):	[Enter your agency's tax identification number registered with the Internal Revenue Service (IRS)]
Data Universal Numbering System (DUNS) or Business Partner Network (BPN) Number:	[Enter your agency's unique DUNS or BPN number ¹]
2. Billing (Accounts Payable) Point of Contact (POC) Information	
Name:	[Enter the complete name of your agency's Billing/Accounts POC]
Phone Number (xxx-xxx-xxxx):	[Enter the telephone number of your agency's Billing/Accounts POC]
Fax Number (xxx-xxx-xxxx):	[Enter the fax number of your agency's Billing/Accounts POC]
E-mail Address:	[Enter the e-mail address of your agency's Billing/Accounts POC]
Address:	[Enter your agency's street address for Billing/Accounts]
Address (2nd line):	[Enter the PO Box, suite number, or other information for Billing/Accounts, if applicable]
City, State, Zip Code:	[Enter the city, state, and zip code]
3. Customer Payment and Budgeting Information	
Purchase Commitment Number:	[Enter your agency's internal finance number associated with the amount of money committed to this agreement, if available ²]



U.S. Citizenship
and Immigration
Services



System Access

Upon signing the MOA and ACA, SAVE will grant you access to the SAVE System.

SAVE will send you:

- An account number
- A username
- Temporary password
- Instructions for accessing the online system
- Training materials on running verification queries



U.S. Citizenship
and Immigration
Services



SAVE Program Highlights



U.S. Citizenship
and Immigration
Services



SAVE Program Highlights

- **SAVE Case Check** - An online service that provides benefit applicants with the progress of their SAVE verification case.
- **Scan and Upload** - Provides scan and upload functionality for agencies to electronically attach scanned copies of immigration documents to cases.
- **SAVE Photo Tool** - Allows users to compare photo on the screen with photo on the immigration document presented by the applicant.



U.S. Citizenship
and Immigration
Services



SAVE Program Highlights (Cont'd)

- **Employment Authorization History** – SAVE system will provide employment history to agencies requiring this information to determine benefit eligibility. (Dept. of Labor only)
- **Grant Date and Affidavit of Support** - Grant date and sponsorship information will be returned for selected statuses and responses for Initial, Second and Third step verification processing. (Dept. of Health & Human Services only)



U.S. Citizenship
and Immigration
Services

How Does SAVE CASE Check Work?



Agency submits a request to verify applicant's current immigration status



If the applicant's status cannot be verified initially, SAVE requests the agency to "Institute Additional Verification"



Agency provides the applicant with a Case Check Notice



Applicant monitors the progress of their verification case using Case Check



Case Check allows applicant to find out when the SAVE verification process is complete and returns to the agency to continue the benefit application



U.S. Citizenship and Immigration Services



Scan and Upload

- Allows agencies to electronically attach scanned copies of immigration documents to cases.
 - ◆ Cases with a copy of the immigration document are not required to send in a paper Form G-845.
 - ◆ This feature has decrease the number of cases requiring Third Step verification due to adding applicant's documents during Additional Verification (2nd Step).



U.S. Citizenship
and Immigration
Services



Photo Tool

- SAVE has added photo matching feature for:
 - Form I-551, Legal Permanent Resident Card
 - Form I-766, Employment Authorization Card
- When available, the SAVE Verification System will display a photo image of the applicant. This feature allows users to compare the image displayed by the verification system against the immigration document presented by the applicant.



U.S. Citizenship
and Immigration
Services



Employment Authorization History

- SAVE has added Employment Authorization History feature for:
 - Form I-551, Legal Permanent Resident Card
 - Form I-766, Employment Authorization Card
- When available, the SAVE Verification System will display 18 months employment authorization history.



U.S. Citizenship
and Immigration
Services



Grant Date & Affidavit of Support

- Select benefits require grant date information.
 - Grant date will be returned for selected statuses and responses for Initial, Second and Third step verification processing.
- Select benefits require that sponsorship information be verified.
 - Sponsorship information will be determined through an automated query and returned as part of the Initial verification results.



U.S. Citizenship
and Immigration
Services

SAVE Support

Customer Contact Options:

- SAVE Program Assistance
(877) 469-2563
- Technical Assistance
(800) 741-5023
- SAVE WEBSITE
www.uscis.gov/save
- USCIS WEBSITE
www.uscis.gov
- SAVE E-Mail
SAVE.help@uscis.dhs.gov

Customer Awareness & Training Options:

- ◆ Online Tutorials
- ◆ Live Trainings
- ◆ Webinar Trainings
- ◆ User Guides
- ◆ Reference Materials
- ◆ Awareness Video
- ◆ Toolkit



U.S. Citizenship
and Immigration
Services



Questions



U.S. Citizenship
and Immigration
Services