



TO: AmeriCorps Seniors
FROM: Danielle Melfi, Chief Program Officer
RE: Use of no cost extensions for AmeriCorps Seniors American Rescue Plan grants
DATE: December 18, 2023

Per 2 CFR 200.308(b), grantees are required to request prior approval to extend their program and budget period. AmeriCorps has the discretion to approve no cost extensions requested by its grantees, within the parameters identified in the [uniform guidance](#). Historically, AmeriCorps has typically approved these requests. The purpose of this memorandum is to document a change in practice for no cost extensions in fiscal year 2024. This change in practice applies only to AmeriCorps Seniors grants funded with American Rescue Plan funds.

In FY 2024, AmeriCorps will not approve no cost extensions for phase two grants, which have an April 1, 2022, or July 1, 2022, start date and were current AmeriCorps Seniors grantees at the time of the award. However, AmeriCorps may approve no cost extension requests from phase three grants, which have a start date of July 1, 2022, and were new grantees to AmeriCorps Seniors at the time of the award. AmeriCorps may approve extensions up to three months, provided those requests align with the [uniform guidance](#). If you are eligible to receive a no cost extension and would like to request one, please contact your AmeriCorps portfolio manager.

This decision has been made to reflect the pending reduction of AmeriCorps staff, resulting from the conclusion of American Rescue Plan funding at the end of FY 2024. This reduction of staff will significantly affect the Office of Regional Operations and the Office of Grants Administration, which will experience a 20 percent and 50 percent reduction in staff respectively, by Monday, Sept. 30. These staff play a critical role in executing AmeriCorps grants management process including grant award closeouts. As a result, AmeriCorps is seeking to minimize transactions that extend the administration of American Rescue Plan grant funding beyond FY 2024.

The phase two grants will end as scheduled on Sunday, March 31, 2024, or Sunday, June 30, 2024, followed by award closeout activities. The phase three grants are currently scheduled to end Sunday, June 30. To account for the fact that grantees with phase three grants are first-time grantees of AmeriCorps Seniors and/or AmeriCorps, these grantees are afforded the opportunity to request no cost extensions up to three months, for an end date of no later than Monday, Sept. 30, 2024.

