



Statute,
Regulation &
Policy

AmeriCorps Seniors: FY 2025 Final Rule

October 2024

FY 2025 AmeriCorps Seniors Final Rule



01 Consistency in Match Requirements

02 Modernized Income Calculation

03 Stipend Continuation During
Administrative Leave

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FY 2025 AmeriCorps Seniors Final Rule



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Statute, Regulation & Policy

Office of Regional Operations
AmeriCorps Seniors: FY 2025 Final Rule
October 2024

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Presentation Slides



Stipend Program Checklist



RSVP Program Checklist

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AmeriCorps Seniors 2025 Final Rule
Stipend Program Checklist
Last Updated 11/07/2024

To help you implement the final rule updates, we have created a detailed checklist. This checklist includes recommended steps to guide you in making the required changes to your program, ensuring a smooth transition.

- Read [email announcement](#) from Sept. 4, 2024
- Read AmeriCorps Seniors Final Rule [fact sheet](#)
- Read Appendix A.15: FY 2025 Final Rule Changes of the Operations Handbook ([FGP](#), [SCP](#))
- Read [AmeriCorps Seniors Regulation Updates](#) to the Code of Federal Regulations
- Read program-specific Code of Federal Regulations ([FGP](#), [SCP](#))

02 **Modernized Income Calculation**
Applicable to FY 2024 Awards starting Oct. 1, 2024

- Participated in the October 2024 [Grantee Essentials TTA Call](#)
- Reviewed Appendix C.6: Sample AmeriCorps Seniors FGP-SCP Income Review Form of the Operations Handbook ([FGP](#), [SCP](#))
- Updated my organization's intake form
- Updated my organization's income calculation
- Updated my organization's Policies and Procedure Manual
- Reviewed other forms and updated income requirements

03 **Stipend Continuation During Administrative Leave**
Applicable to FY 2024 Awards starting Oct. 1, 2024

- Participated in the October 2024 [Grantee Essentials TTA Call](#)
- Read regulation [45 CFR 2551.23\(i\)](#)
- Read [Final Rule Provisions on Administrative Leave](#)
- Identified situations that have occurred to prevent volunteers from serving
- Assessed the impact on service, length of time unable to serve
- Defined temporary absence
- Reviewed current absence policy
- Added administrative leave definition
- Included seven days calendar requirement for requesting extension
- Developed a plan for volunteers to reenter service
- Read Appendix A.19: AmeriCorps Seniors and SCP-FGP in Times of Disaster of the Operations Handbook ([FGP](#), [SCP](#))
- Verified that Administrative Leave definition does not include situations that fall under the Temporary Disaster and/or Emergency Allowance

04 **Supplementing Stipends**
Live with FY 2025 Awards

- Read the Supplementing Stipends section of the 205 FGP / SCP Continuation or Renewal Notice of Funding Opportunity

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01

Consistency in Match Requirements

The final rule established a consistent 10 percent match requirement across all grant years for the AmeriCorps Seniors RSVP program. This change allows grantees to allocate resources effectively towards program operations rather than meeting varying match requirements and establishes parity across all AmeriCorps Seniors programs.

Note: The FY 2025 application includes the 10% match requirement update.

Communication Plan

AmeriCorps Seniors Emails:

- [Announcement](#) on Sept. 4
- Follow-up in the Mar. and Apr. Director's Notes

Grantee Training:

- Apr. [Grantee Essentials TTA Call](#)

Updated Guidance:

- Posted by Apr. 1

FY 2025 AmeriCorps Seniors Final Rule

Applicable to FY 2024 Awards starting Oct. 1, 2024



02

Modernized Income Calculation

AmeriCorps Seniors Foster Grandparent and Senior Companion volunteers will no longer be required to include non-legally mandated family support in their total reported income. Total reported income determines whether a volunteer is eligible to receive a stipend.

03

Stipend Continuation During Administrative Leave

Grantee policies may allow volunteers to continue to receive a stipend when the grantee places them on short-term administrative leave due to extenuating circumstances that prevent service.

Communication Plan

AmeriCorps Seniors Emails:

- [Announcement](#) on Sept. 4
- Follow-ups in the [Sept.](#) and [Oct. Director Notes](#)

Grantee Training:

- Sept. and Oct. [Grantee Essentials TTA Calls](#)

Updated Guidance:

- Posted by Oct. 31

Modernized Income Calculation



Applicable to FY 2024 Awards starting Oct. 1, 2024

AmeriCorps Seniors volunteers in the Foster Grandparents and Senior Companion programs will no longer be required to include the value of:

- shelter, food, and clothing that relatives provide to the volunteer, or
- financial support that absent relatives opt to provide but are not legally required to provide.

Modernized Income Calculation

Updates to Guidance



1. Removed items from the AmeriCorps Seniors [Foster Grandparent](#) and [Senior Companion Operations Handbooks](#)
2. Replaced Appendix A.15 with the FY 2025 Final Rule changes
3. Updated Appendix C.6 FGP-SCP Income Review Form

Appendix A.15 - FY 2025 Final Rule

Appendix A. 15- AmeriCorps Seniors FY 2025 Final Rule

AmeriCorps Seniors Foster Grandparent and Senior Companion Programs

1. Modernized Income Calculation

Change: AmeriCorps Seniors volunteers in the Foster Grandparents and Senior Companion

Appendix C.6 - Sample AmeriCorps Seniors FGP-SCP Income Review Form

Appendix C.6 – Sample AmeriCorps Seniors FGP-SCP Income Review Form

In order to receive a stipend, an AmeriCorps Seniors volunteer in FGP, SCP, or SDP must be at least 55 years of age and cannot have an annual income from all sources, after deducting allowable medical expenses, which exceeds the program's income eligibility guideline for the state in which he or she resides.

Annual income is required to be counted for the *past 12 months* for volunteers currently serving and estimated for the *upcoming 12 months* for new volunteers.

Modernized Income Calculation

Next Steps



- Update your forms:
 - Intake
 - Income calculations
 - Policies and procedures manuals
 - Any forms where you list income requirements



Stipend Continuation During Administrative Leave

Applicable to FY 2024 Awards starting Oct. 1, 2024

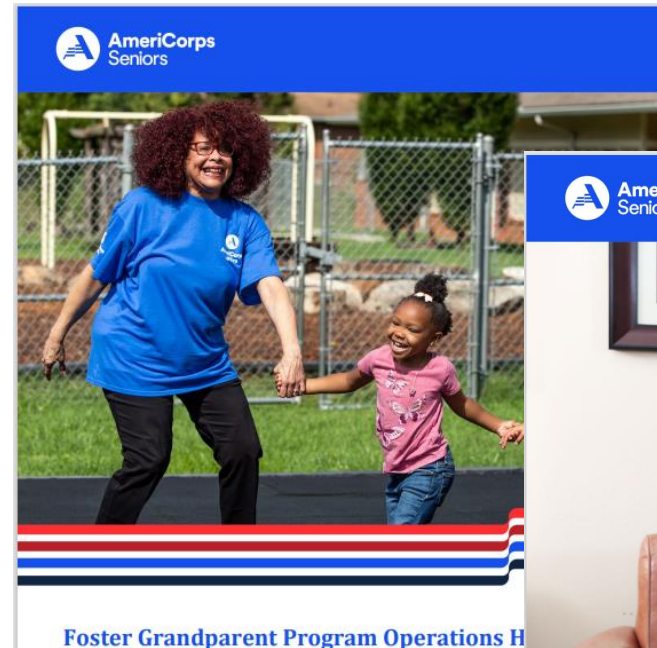
Grantees may permit administrative leave to their volunteers in those unusual and rare situations that prevent a volunteer, through no fault of their own, from serving at their volunteer station, as long as the grantee's program policies permit administrative leave in such situations.

- Grantees internal policy
- Defining the term as a temporary absence that the sponsor allows in extenuating circumstances
- AmeriCorps approval needed if longer than seven calendar days

Stipend Continuation During Administrative Leave

Updates to Guidance

1. Added Administrative Leave description in the AmeriCorps Seniors [Foster Grandparent](#) and [Senior Companion Operations Handbooks](#)
2. Replaced Appendix A.15 with the FY 2025 Final Rule changes



Stipend Continuation During Administrative Leave

Request Process for Extending Administrative Leave (Part 1)

Grantees must submit their request in writing to their portfolio manager with the following information:

1. Description of the extenuating circumstance(s) and how it meets the unusual and rare situation
2. The date the project began to be impacted by the extenuating circumstance(s) and when the situation will be resolved
3. The number of volunteers

Stipend Continuation During Administrative Leave

Request Process for Extending Administrative Leave (Part 2)

4. The proposed start and end dates for payment of administrative leave
5. A copy of the program's written service policy that addresses administrative leave
6. Portfolio managers review and respond with acknowledgement

Note: If the volunteer(s) are not able to return to serve by the end date listed in the original notification, the process should begin again, with the program providing written justification to the portfolio manager why administrative leave is still needed.

Stipend Continuation During Administrative Leave

Next Steps (Part 1)

Step 1: Evaluate

- Read the regulations: [45 CFR 2551.23\(i\)](#)
- Identify situations that have occurred to prevent volunteers from serving
- Assess the impact on service, length of time unable to serve
- Define temporary absence



Stipend Continuation During Administrative Leave

Next Steps (Part 2)



Step 2: Update or Add Policy

- Review current absence policy
- Add administrative leave definition
- Include seven days calendar requirement for requesting extension (See [Final Rule](#))
- Plan for volunteers to reenter service

45 CFR 2551.23(i)

- i. Establish written service policies for Senior Companions that include but are not limited to:
 - (1) Annual and sick leave.
 - (2) Administrative leave, meaning a temporary absence the sponsor allows in extenuating circumstances that prevent the Senior Companion from serving or serving safely. *Added**
 - (3) Holidays.
 - (4) Service schedules.
 - (5) Termination and appeal procedures.
 - (6) Meal and transportation reimbursements.

Stipend Continuation During Administrative Leave

Temporary Disaster and/or Emergency Allowance vs. Administrative Leave

Temporary Disaster and/or Emergency Allowance

- Declared disaster and/or emergency
- Up to 10 weeks
- Budget amendment
- See Appendix A.19 – AmeriCorps Seniors and SCP (or FGP) in Times of Disaster

Administrative Leave

- Define extenuating circumstances
- Request extension after 7 days
- See Appendix A.15 – FY 2025 Final Rule

Code of Federal Regulations (CFR)

FY 2025 AmeriCorps Seniors Final Rule Updates

Great opportunity to review:

- [AmeriCorps Seniors Regulation Updates](#)
- Foster Grandparent Program: [45 CFR Part 2552](#)
- RSVP Program: [45 CFR Part 2553](#)
- Senior Companion Program: [45 CFR Part 2551](#)



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04

Supplementing Stipends

The rule change allows grantees to supplement stipends, so community organizations can now have greater flexibility in determining hourly rates to recruit and support Seniors in their locality.

Note: The FY 2025 notice will include instructions and guidance for implementing.

Communication Plan

AmeriCorps Seniors Emails:

- [Announcement](#) on Sept. 4
- Follow-up in the Jun. and Jul. Director's Notes

Grantee Training:

- Q4 Continuations and Renewals Notice

Updated Guidance:

- Posted by Jul. 1

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Resources

- Fact Sheet: [AmeriCorps Seniors Final Rule](#)
- Email Announcement: [AmeriCorps Announces Final Rule to Enhance AmeriCorps Seniors' Flexibility and Access](#)
- Litmos Notice: [Read Me First: AmeriCorps Seniors Final Rule](#)
- AmeriCorps Seniors Operations Handbook ([FGP](#), [RSVP](#), [SCP](#))
- FY 2025 Notice of Funding Opportunity
 - Consistency in Match Requirements ([RSVP Completion](#) and [RSVP Continuation](#))
 - Supplementing Stipends (FGP / SCP Continuation and Renewals)



Question & Answer

What questions do you still have?



**AmeriCorps
Seniors**

