

**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