

## **New Policy FAQs 3.2.2011**

*An AmeriCorps member can now serve up to four terms. How many previously-served terms need to be checked to see if the member served satisfactorily before enrolling him or her in a new term of service?*

Programs only need to check the most recently completed term of service for satisfactory completion. It is reasonable to assume that the program that enrolled the member prior to the previous term also exercised due diligence and did not allow the member to serve if he/she had not completed the previous term satisfactorily.

*Under what circumstances may state commissions and parent organizations approve a slot conversion of a filled slot?*

State Commissions and parent organizations may approve occasional changes of currently enrolled members to lesser-term slots. Impact on program quality should be factored into approval of requests. The Corporation will not cover health care or childcare costs for less than full-time members.

It is not allowed to transfer currently enrolled members to a lesser-term status simply to provide a pro-rated education award if the member would otherwise be released for cause. It is also not allowed to convert a slot to a lesser-term slot at the end of a member's term of service in order to award a pro-rated education award when the member has not completed the hours required by their original term.

Changing less than full-time members to a greater slot type is discouraged because it is very difficult to manage, unless done very early in the member's term of service. State commissions and parent organizations may authorize or approve such changes so long as their current budget can accommodate such changes. Keep in mind that a member's minimum 1700 hours must be completed within 12 months of the member's original start date.

### **C. 50. How should we handle time off for members serving in the Armed Forces Reserves?**

Generally, the Reserves of the U.S. Army, U.S. Navy, U.S. Air Force, U.S. Marine Corps, U.S. Coast Guard, the Army National Guard, and the Air National Guard require reservists to serve one weekend a month plus 12 to 15 days a year (hereafter referred to as the two-week active duty service). To the extent possible, grantees should seek to minimize the disruption in members' AmeriCorps service as a result of discharging responsibilities related to their reservist duties.

If members have a choice of when to fulfill their annual two-week active duty requirement, they should do so when it will not disrupt their AmeriCorps service. In instances where the dates of active duty are inflexible and conflict with AmeriCorps

service, members may count the two weeks of active duty as part of their AmeriCorps hours.

Grantees should credit members for AmeriCorps service hours during their two weeks of active duty service in the Reserves if it occurs during their AmeriCorps service. The member will receive credit for the number of hours he or she would have served during that period had there been no interruption. For example, if a full-time member is signed up to serve 30 hours of AmeriCorps service one week and 40 hours of AmeriCorps service on the following week, she or he would receive 70 hours of AmeriCorps service credit for the two weeks of active duty service regardless of the actual number of hours served in the Reserves.

Members may not receive additional hours credited as service hours for Reserves-related service beyond the two-week active duty service. No AmeriCorps service credit is earned for the once-a-month weekend service in the Reserves.

Reservists in the U.S. Armed Forces receive compensation for their mandatory two weeks of active duty service. The compensation regulations governing the Army and Air National Guard may vary by state.

Grantees should continue to pay the living allowance and provide health care and child care coverage for the two-week period of active duty.