



## Compelling Personal Circumstance/Suspension Form– COVID-19

This form is to be used to exit AmeriCorps members for Compelling Personal Circumstance (CPC) for reasons related to COVID-19. Reasons to exit AmeriCorps members for CPC include site closures, member or immediate family illness, and caring for an at risk loved one. ***If a member has been exposed or is diagnosed with COVID, please notify your program manager.*** CNCS regulations and FAQ sections are on page 2 and you may refer to updated FAQ, which also include eGrants instructions for exiting a member: [https://www.nationalservice.gov/sites/default/files/documents/COVID%20FAQ%20AmeriCorps%20State%20and%20National%2003-31-20 508 0.pdf](https://www.nationalservice.gov/sites/default/files/documents/COVID%20FAQ%20AmeriCorps%20State%20and%20National%2003-31-20%20508%200.pdf).

### Evidence for consideration of Compelling Personal Circumstance or Suspension:

*(Must be in line with the above indicated reason for release for CPC or Suspension. Indicate any attachments provided as proof -notes, emails, etc.). Please submit in the box below:*

### CPC ONLY: Check the box that indicates member hours completed:

- Member has served less than 15 percent of the minimum required hours for the Term of Service at the time of exit and are not eligible for a partial or full education award related to COVID-19.
- Member has served between 15 percent and 50 percent of the minimum required hours for the Term of Service at the time they are exited. Will be exited for compelling personal circumstances and are eligible for a partial education award related to COVID-19.
- Member has served more than 50 percent of the minimum required hours for the Term of Service at the time they are exited and will be eligible to receive the full education award amount with a compelling personal circumstance exit related to COVID-19.

Member Term Type \_\_\_\_\_ Hours Served \_\_\_\_\_ Member end date: \_\_\_\_\_

Signature of AmeriCorps Program Staff: \_\_\_\_\_ Date: \_\_\_\_\_

Received by ServeWyoming Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## REGULATIONS AND FAQs

### **45 CFR § 2522.230 Under what circumstances may an AmeriCorps participant be released from completing a term of service, and what are the consequences?**

#### **(a) Release for compelling personal circumstances.**

- (1) An AmeriCorps program may release a participant upon a determination by the program, consistent with the criteria listed in paragraphs (a)(6) and (a)(7) of this section, that the participant is unable to complete the term of service because of compelling personal circumstances, if the participant has otherwise performed satisfactorily and has completed at least fifteen percent of the agreed term of service.
- (2) A participant who is released for compelling personal circumstances and who completes at least 15 percent of the required term of service is eligible for a pro-rated education award.
- (3) The program must document the basis for any determination that compelling personal circumstances prevent a participant from completing a term of service.
- (4) **Compelling personal circumstances include:**
  - (i) Those that are beyond the participant's control, such as, but not limited to: A participant's disability or serious illness; Disability, serious illness, or death of a participant's family member if this makes completing a term unreasonably difficult or impossible; or conditions attributable to the program or otherwise unforeseeable and beyond the participant's control, such as a natural disaster, a strike, relocation of a spouse, or the nonrenewal or premature closing of a project or program, that make completing a term unreasonably difficult or impossible; **COVID-19**
  - (ii) Those that the Corporation, has for public policy reasons, determined as such, including: Military service obligations; Acceptance by a participant of an opportunity to make the transition from welfare to work; or Acceptance of an employment opportunity by a participant serving in a program that includes in its approved objectives the promotion of employment among its participants.
- (5) **Compelling personal circumstances do not include leaving a program:**
  - (i) To enroll in school;
  - (ii) To obtain employment, other than in moving from welfare to work or in leaving a program that includes in its approved objectives the promotion of employment among its participants; or
  - (iii) Because of dissatisfaction with the program.
- (6) **As an alternative to releasing a participant**, an AmeriCorps\*State/National program may, after determining that compelling personal circumstances exist, suspend the participant's term of service for up to two years (or longer if approved by the Corporation based on extenuating circumstances) to allow the participant to complete service with the same or similar AmeriCorps program at a later time.

**(#7 omitted)**

**(e) Release prior to serving 15 percent of a term of service.** If a participant is released for reasons other than misconduct prior to completing 15 percent of a [term of service](#), the term will not be considered one of the terms of service described in [§ 2522.220\(b\)](#) for which an individual may receive the benefits described in [§§ 2522.240](#) through 2522.250.

### **CNCS COVID-19 Frequently Asked Questions**

#### **May members be exited for Compelling Personal Circumstances if they are unable to serve?**

Within AmeriCorps State and National, grantees determine compelling personal circumstances. Extended site closures and sustained disruptions could reasonably justify a compelling personal circumstances exit under [45 CFR § 2522.230 \(a\) Release for compelling personal circumstances](#)