

Example Program Year Timeline

Activity	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Program Directors Training	x	x			x												
Member Recruitment	x	x															
Member Contract Approved by MCSC		x															
NSOPW Checks (Completed before Member starts)		●—●															
State and/or FBI Checks (Initiated before or on start of service)		●—●															
Member signs Member Contract (after approved by MCSC)			x														
Budget due in OnCorps			x														
Member Orientation			x														
Member Enrollments, within 30 days of Member start date			●—●														
Show-Me Regional Events				●—●													
Site Visits (New program may receive a 60 day check in)					x			●—●									
Progress Reports due in OnCorps						x											
First Aid & CPR Training (Must be complete by the end of Member's 1st quarter of service)							x										
Mid-term Member Evaluations								●—●									
Life After AmeriCorps Training (may vary based on program design)											●—●						
End of Term Member Evaluations														x			
Member Exits, within 30 days														●—●			
PERs, due on 15th				x	x	x	x	x	x	x	x	x	x	x	x		
Progress Reporting, due on 15th								x			x			x			x
AFRs, due on 30th or 31st								x			x			x			x

x=Program must complete task in that month.

●—● =Task should be completed during timeframe indicated.

(Timeline is for a 12 month program starting August 1)