AmeriCorps Document Retention Timeline

This document provides Volunteer Iowa and its programs with the document retention period for federal grant-related documents. Federal document retention policies require that programs retain all records; including financial records, supporting documentation, statistical records, evaluation and program performance data, member information and personnel records related to the grant agreement for a period of three (3) years following the date of final payment or completion of any required audit and resolution of any findings, whichever is earlier. If your organization has a longer document retention period, programs should follow that requirement.

AmeriCorps Grant Type	**CNCS Grant Prime**	**Iowa Subgrant Numbers**	***Project Timelines** **For grants with start and end dates within these periods**	****Discard/ Destruction Date**
Formula Fixed Amount Grant	20FXHIA002	20-FX-## 21-FX-## 22-FX-##	9/1/20-8/31/23	11/3/26
Competitive Fixed Amount Grant	20ESHIA001	20-CX-## 21-CX-## 22-CX-##	9/1/20-8/31/23	4/30/27
Competitive Reimbursement	21ACEIA001	21-AC-## 22-AC-## 23-AC-##	8/1/21-7/31/24	3/30/2028
Formula Reimbursement	21AFEIA001	21-AF-## 22-AF-## 22-AP-## 23-AF-## 24-AP-##	8/1/21-7/31/25	4/28/29
Competitive Reimbursement	24ACEIA001	24-AC-## 25-AC-## 26-AC-##	***	To be determined
Formula Reimbursement	24AFEIA001	24-AF-## 25-AF-## 26-AF-##	***	To be determined
Competitive Fixed Amount Grant	23ESEIA001	23-CX-## 24-CX-## 25-CX-##	***	To be determined
Formula Fixed Amount Grant	24FXEIA001	24-FX-## 25-FX-## 26-FX-##	***	To be determined
Public Health AmeriCorps	23ACEIA001	23-PH-## 24-PH-##	***	To be determined
Volunteer Generation Fund	23VGEIA001	23-VGM-## 23-VGFSL-## 24-VGM-## 24-VGFSL-## 25-VGM-## 26-VGFSL-## 26-VSFL-##	***	6/24/29

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* Grants prior to the grants dates listed on this page are beyond the document retention period and may be discarded/destroyed in accordance with your organizational policies.
** Three years from date of commission's submission of final FFR report or in the case of fixed grants, three years from 90 days past the end date of the grant period.

Updated 9.1.26