

## Living Allowance Calendar and Statement Information

| Period | Start Date | End Date   | Direct Deposit Date | Period | Start Date | End Date   | Direct Deposit Date |
|--------|------------|------------|---------------------|--------|------------|------------|---------------------|
| 201926 | 12/8/2019  | 12/21/2019 | 12/27/2019          | 202014 | 6/21/2020  | 7/4/2020   | 7/10/2020           |
| 202001 | 12/22/2019 | 1/4/2020   | 1/10/2020           | 202015 | 7/5/2020   | 7/18/2020  | 7/24/2020           |
| 202002 | 1/5/2020   | 1/18/2020  | 1/24/2020           | 202016 | 7/19/2020  | 8/1/2020   | 8/7/2020            |
| 202003 | 1/19/2020  | 2/1/2020   | 2/7/2020            | 202017 | 8/2/2020   | 8/15/2020  | 8/21/2020           |
| 202004 | 2/2/2020   | 2/15/2020  | 2/21/2020           | 202018 | 8/16/2020  | 8/29/2020  | 9/4/2020            |
| 202005 | 2/16/2020  | 2/29/2020  | 3/6/2020            | 202019 | 8/30/2020  | 9/12/2020  | 9/18/2020           |
| 202006 | 3/1/2020   | 3/14/2020  | 3/20/2020           | 202020 | 9/13/2020  | 9/26/2020  | 10/2/2020           |
| 202007 | 3/15/2020  | 3/28/2020  | 4/3/2020            | 202021 | 9/27/2020  | 10/10/2020 | 10/16/2020          |
| 202008 | 3/29/2020  | 4/11/2020  | 4/17/2020           | 202022 | 10/11/2020 | 10/24/2020 | 10/30/2020          |
| 202009 | 4/12/2020  | 4/25/2020  | 5/1/2020            | 202023 | 10/25/2020 | 11/7/2020  | 11/13/2020          |
| 202010 | 4/26/2020  | 5/9/2020   | 5/15/2020           | 202024 | 11/8/2020  | 11/21/2020 | 11/27/2020          |
| 202011 | 5/10/2020  | 5/23/2020  | 5/29/2020           | 202025 | 11/22/2020 | 12/5/2020  | 12/11/2020          |
| 202012 | 5/24/2020  | 6/6/2020   | 6/12/2020           | 202026 | 12/6/2020  | 12/19/2020 | 12/25/2020          |
| 202013 | 6/7/2020   | 6/20/2020  | 6/26/2020           | 202101 | 12/20/2020 | 1/2/2021   | 1/8/2021            |

VISTA strongly recommends you sign up for direct deposit to receive your living allowance. Living allowance payments made by check will arrive approximately five days after the direct deposit date. To set up direct deposit, go to [my.americorps.gov](https://my.americorps.gov). If your direct deposited living allowance payment does not arrive by the date listed, contact the National Service Hotline at 800-942-2677.

Deposit dates may differ if your disbursement is from a grant made to your sponsoring organization.



Payment for pay period through: 2/13/20XX

Tax withholding status: S  
Allowance claimed: 1  
Additional tax withholding: 0

Days paid this period: 14  
Days paid this year: 56

Cher Smith  
1000 Market Street  
San Francisco, CA 96024

The stipend amount is zero for members who selected the Education Award. For members who selected the stipend, this line shows how much accrued during the pay period.

**AMERICORPS VISTA ALLOWANCE STATEMENT**

| <b>We are paying you:</b> | <b>This payment</b> | <b>Year to date</b> |
|---------------------------|---------------------|---------------------|
| Living Allowance:         | \$383.46            | \$1,533.84          |
| Settling-in Allowance:    | \$0.00              | \$0.00              |
| End-of-Service Stipend:   | \$0.00              | \$0.00              |
| Other:                    |                     |                     |

If a member was overpaid by VISTA, there would be a dollar amount listed here.

| <b>We are deducting:</b>        | <b>This payment</b> | <b>Year to date</b> |
|---------------------------------|---------------------|---------------------|
| Fed Income Tax Withholding:     | \$23.01             | \$92.04             |
| Life Insurance:                 | \$0.00              | \$0.00              |
| Supplemental Advance Collected: | \$0.00              | \$0.00              |
| Tax and Court Levies:           | \$0.00              | \$0.00              |
| FICA Deductions:                | \$0.00              | \$0.00              |

Social Security and Medicare (FICA) are not withheld from the living allowance, nor are state or local income taxes. However, if you select the end-of-service stipend, FICA will be deducted from those payments.

|                        | <b>This payment</b> | <b>Year to date</b> |
|------------------------|---------------------|---------------------|
| Total Paid:            | \$383.46            | \$1,533.84          |
| Less Total Deductions: | \$23.01             | \$92.04             |
| Plus Advanced EIC:     | \$0.00              | \$0.00              |
| Net Check:             | \$360.45            | \$1,441.80          |

End-of-Service Stipend accrued this pay period: \$0.00  
End-of-Service Stipend paid this pay period: \$0.00  
Current End-of-Service Stipend balance: \$0.00

For assistance, please contact the VISTA Member Support Unit at 800-942-2677.

**Notice- NO UNEMPLOYMENT INSURANCE COVERAGE PROVIDED**  
These payments are not wages under federal or state unemployment compensation laws (45 USC 5055)

# VISTA Living Allowance Frequently Asked Questions

## Starting Service

### **How do I receive my living allowance payment and travel reimbursements?**

As an AmeriCorps VISTA member, you are required to have your biweekly living allowance sent via electronic funds transfer or direct deposit except when this form of payment would cause unusual hardship. (For hardship cases, contact the VMSU to have payments made by paper check.)

To set up direct deposit, you must complete the direct deposit form under “My Living Allowance” in the [My AmeriCorps](#) portal. You will need your bank account number and your bank’s routing number. Contact your banking institution if you have questions. Any error in account or routing information may result in delay of your living allowance. Reissue of payment for living allowances can take up to six weeks. Please take time to verify your financial information in [My AmeriCorps](#) before your service begins.

### **When do I get my first living allowance payment?**

You will receive your first living allowance payment 2 to 3 weeks after your first day of VISTA service. It depends when your start date falls in the living allowance payment calendar. If you start in the middle of a pay period, you will receive your first living allowance payment in about 2 weeks. If you start at the beginning of a pay period, you will receive your first living allowance in about 3 weeks. You will never receive your first living allowance payment the week you start service. See the living allowance payment calendar to check the pay period end dates.

### **How will I get reimbursed for my relocation travel costs?**

A relocation travel voucher will be posted to your [My AmeriCorps](#) account under “Help Requests” around the time you start VISTA service. You must print, sign, and mail the voucher to the VMSU. Relocation travel reimbursement takes up to 8 weeks from when the VMSU receives the signed voucher and it is paid by direct deposit separate from the living allowance.

### **When will I get my settling-in allowance (or relocation allowance as it is sometimes called)?**

If you have a settling in allowance coming to you, it will be included in your first living allowance payment.

## During Service

### **When do I get paid?**

Please see the living allowance calendar on the VISTA Campus. You are paid every two weeks, and the official pay day is Friday. The payments will be direct deposited into your account.

### **What do I do if my living allowance is delayed?**

Double check the direct deposit information you entered in [My AmeriCorps](#). Any error in account or routing information may result in delay of your living allowance. Then, contact the VMSU. Please be aware that any reissue of payment for living allowances can take up to six weeks. Please take time to verify your financial information in [My AmeriCorps](#) before your service begins.

### **How can I view my living allowance earning statements online?**

Go to [My AmeriCorps](#) and click on My Living Allowance from your member home page. Living allowance earning statements are in the first box under your member information.

### **What address is listed on the living allowance statement?**

The address listed is your project address (the address of where you are serving).

### **Why does the “End-of-Service Stipend” line amount list \$0.00?**

If you selected the Segal AmeriCorps Education Award, this line amount will always be \$0.00. If you selected the stipend, it will show how much of the stipend accrued during each pay period.

### **Why weren't any taxes withheld? Am I having enough taxes taken out?**

The taxes that are withheld are based on the W-4 you completed at the beginning of service. The more allowances on your W-4 means less taxes will be withheld. If you feel like the taxes being withheld are not going to be enough to cover what you will owe, you can make changes to your withholding by filling out another W-4 through [My AmeriCorps](#).

## VISTA Living Allowance Frequently Asked Questions (cont.)

### **Close of Service (COS)**

#### **How can I get reimbursed for my travel back to where I moved from after my year of service?**

A close of service travel voucher will be posted to your [My AmeriCorps](#) account under "Help Requests" at least 15 days before your service end date. You must print, sign, and mail the voucher to the VMSU. Reimbursement for travel takes up to 8 weeks once the VMSU receives the signed voucher. This will come as a direct deposit payment separate from your living allowance.

#### **If I selected the end of service stipend, when will I get that?**

The stipend is generally disbursed automatically with the last two living allowance payments, provided that service is completed as scheduled and end-of service documents are completed properly and submitted to the Corporation State Office. VISTAs who continue in AmeriCorps VISTA immediately after completing a year of service will receive their stipend for the first year in the final pay period for that term of service, provided all documentation has been completed and submitted on a timely basis.

For information regarding the Eli Segal Education Award and further discussion of the financial support VISTAs can receive, please refer to Chapter 5 and Chapter 14 of the VISTA Member Handbook. If you have additional questions, please contact the National Service Hotline at 800-942-2677 or submit a request online at [questions.nationalservice.gov](http://questions.nationalservice.gov).