**Member Verification of Eligibility (if not verified via eGrants)**

Regarding proof of member citizenship or lawful permanent resident status, programs must ascertain and document the citizenship status of the members. A program may be at risk if it has accepted self-certification as the only document for member eligibility. Because the Office of Inspector General, in performing audits of programs, has questioned the reliability of self-certification as the only document for member eligibility, listed below are examples of types of documents programs should request in addition to self-certification. Any one of the below documents is adequate verification of eligibility.

\*\*Please note: Driver’s licenses and Social Security cards are NOT sufficient supporting documents. The proof of eligibility must verify citizenship. When checking eligibility, please also verify that the member is at least 17 years of age at the start of orientation week.

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| **Member Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Proof of Eligibility (check one):**   |  |  | | --- | --- | |  | Birth Certificate from one of the 50 states, the District of Columbia, Puerto Rico, Guam, the U.S. Virgin Islands, American Samoa, or the Northern Mariana Islands | |  | Valid U.S. Passport issued to the individual as a U.S. citizen | |  | U.S. Dept. of State Form FS-240, Report of Birth Abroad of a Citizen of the United States | |  | U.S. Dept. of State Form FS-545, Certificate of Birth-Foreign Service | |  | U.S. Dept. of State Form DS-1350, Certificate of Report of Birth | |  | INS certificate of naturalization (INS Form N-550 or N-570) | |  | INS certificate of citizenship (INS Form N-560 or N-561) | |  | Permanent Resident Card (INS Form I-551) | |  | Alien Registration Receipt Card (INS Form I-551) | |  | A passport indicating that the INS has approved it as a temporary evidence of lawful admission for permanent residence | |  | A Departure Record (INS Form I-94) indicating that the INS has approved it as a temporary evidence of lawful admission for permanent residence | |  | Other – If one of the above primary documentation is not available, the program must obtain written approval from the Corporation for National and Community Service that other documentation is sufficient to demonstrate the individual’s status as a U.S. citizen, U.S. national, or lawful permanent resident. Social security cards and driver’s licenses are NOT sufficient. |   *I certify that I reviewed the above-checked document and believe it to be an authentic original document. This document shows that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ meets both age and citizenship eligibility requirements for participation as an AmeriCorps member.*  **Document Identification Number (if applicable):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Signature of Program Director:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_** |