

| August 2025 VISTA Cohort Recruitment Timeline of Key Events | | |
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| Date | Event | Completed By |
| Part I: Project Plan Review and Approval | | |
| 1/29/2025 | AmeriCorps Host Site Recruitment Opens | OHA and AmeriCorps |
| 3/7/2025 | Last day to submit host site application with draft VISTA Assignment Description (VAD) note - Submit drafts of applications as soon as possible so the OHA team can provide assistance and submit it for early approval from the national VISTA program. | |
| | Time to make any needed revisions to VAD and develop OL Member Recruitment can begin as soon as the Opportunity listing and VAD are approved by the OHA leadership team and posted to the AmeriCorps portal. Early submission is encouraged. | OHA and AmeriCorps |
| 4/4/2025 | Final OL due to OHA | |
| 4/11/2025 | Final VAD due to OHA | OHA and AmeriCorps |
| Part II: AmeriCorps Member Recruitment and Selection | | |
| 4/11/2025 | AmeriCorps member recruitment opens Member Recruitment can begin as soon as the Opportunity listing and VAD are approved by the OHA leadership team. Early submission is encouraged. | OHA and AmeriCorps |
| 5/26/2025 | Deadline for member to apply | VISTA Member |
| 6/30/2025 | Last day to interview potential members | |
| 7/7/2025 | Deadline to make position offer to potential member in AmeriCorps portal | Host Site, OHA, and AmeriCorps |
| 7/28/2025 | Enrollment Deadline: deadline for candidate to accept offer in the AmeriCorps portal. Last day to place member into AmeriCorps VMO. Required background check and citizenship must be processed in the eGrants. | VISTA Member, OHA and AmeriCorps |
| Part III: Host Site Preparation and AmeriCorps Member Start Date | | |
| 7/11/2025 | Submit on-site orientation and training plan (OSOT) | Host Site |
| 6/23/2025 6/30/2025 7/7/2025 1:00pm-3:00pm | Attend one of the mandatory virtual supervisor orientations on Zoom. Please register in advance: June 23, 2025 – 1pm-3:00pm – Register here (option 1) June 30, 2025 – 1pm-3:00pm – Register here (option 2) July 7, 2025 – 1pm-3:00pm – Register here (option 3) After registering, you will receive a confirmation email containing information about joining the meeting. If you are unable to attend one of the orientation options, reach out to Caroline Tydings, program coordinator ASAP. | Host Site |
| 8/5/2025 | Countdown to Service Webinar 3pm EST | VISTA Member |
| 8/11/2025 | AmeriCorps Member's first day of service at host site | Host Site and VISTA Member |
| 8/11/2025 | Attend mandatory AmeriCorps VMO 'Launching Your VISTA Service' webinar 3pm EST/12pm PST (note: if member does not attend this webinar, they cannot enter service) | VISTA Member |
| 8/27/2025 – 8/29/2025 | AmeriCorps Members attend 3-day OHA orientation and retreat. Note: OHA Team meetings are mandatory, please ensure your member is supported in taking the time to attend team meetings. | VISTA Member |
| 8/29/2025 | First AmeriCorps Pay Date | VISTA Member |
| 9/11/2025 | Submit member work plan | Host Site |