



RICK SCOTT
GOVERNOR

SAMUEL P. VERGHESE
SECRETARY

MEMORANDUM

TO: AAA Executive Directors **NOTICE #: 081415-1-I-PE**
FROM: Samuel P. Verghese, Secretary
DATE: August 14, 2015
SUBJECT: Notice of Instruction: 2016 Area Plan Update Supplement

The purpose of this Notice of Instruction is to supplement the information provided by the March 19, 2015, Notice of Instruction (031915-1-I-PE) and provides the Targeting Report data for the 2016 Area Plan Program Module Update.

Attached are the following documents to assist in updating the 2016 Area Plan:

- Updated 2016 Program Module Template and Instructions;
- List of Changes for the 2016 Area Plan Update, detailing changes to this year's instructions; and
- 2016 Targeting Report data for the 2016 Area Plan Program Module.

In addition, as a resource for the 2016 Area Plan Update, the 2013/2014 PSA and County Profiles and projections are available on the Department of Elder Affairs' main publications page (<http://elderaffairs.state.fl.us/doea/publications.php>).

The 2016 Area Plan Program and Contract Module Updates should be submitted to your contract manager on or before October 1, 2015. Please submit an electronic copy and two hard copies.

Please contact your contract manager if you require assistance in the preparation of your Area Plan. Thank you for your cooperation.

Attachments

SVP/jcj

cc: Contract Managers
Mindy Sollisch
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