



**RICK SCOTT**  
GOVERNOR

**CHARLES T. CORLEY**  
SECRETARY

## MEMORANDUM

**TO:** All AAA Directors **NOTICE#:** **051512-1-I-PE**

**FROM:** Charles T. Corley, Secretary

**DATE:** May 15, 2012

**SUBJECT:** Notice of Instruction: FFY 2013 - 2015 Area Plan Correction

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The purpose of this Notice of Instruction is to correct the Direct Service Waiver instructions found on pages 51 – 53 of the 2013 – 2015 Area Plan on Aging Program Module Template and Instructions, which were issued with NOTICE#: 011212-1-I-PE on January 12, 2012. The incorrect version of the Direct Service Waiver Instructions was included in the original document.

The revised instructions address the requirement that, upon each new cycle of the Area Plan, a new waiver is required for each Older Americans Act service provided directly by the AAA. Attached please find the following documents:

- 2013 - 2015 Program Module Template and Instructions 5.7.12, which provides the template and revised instructions for completing the program module component of the Area Plan; and
- List of Changes to the Direct Service Waiver Requests – Instructions for Completing the Form.

Please call your contract managers as needed for assistance in the preparation of your area plan. Thank you for your cooperation.

Attachments

CTC/arm

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