



RICK SCOTT
GOVERNOR

CHARLES T. CORLEY
SECRETARY

MEMORANDUM

TO: AAA Executive Directors **NOTICE#:** **102813-1-I-PE**

FROM: Charles T. Corley, Secretary

DATE: October 25, 2013

SUBJECT: Notice of Instruction: 2014 Area Plan Updates

The purpose of this Notice of Instruction is to provide instructions for updating your Area Plan Program Module for calendar year 2014.

Please find the following documents to assist you with updating your Area Plan Program Module:

- 2014 Program Module Instructions
- PSA Service Recipient Data for Targeting Report
- 2012 Florida PSA Profile

Your Area Plan Program Module update should be submitted to your contract manager on or before January 15, 2014. 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 Program Module. Thank you for your cooperation.

Attachments

CTC/arm

cc: Contract Managers
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