

Sarah Hout, State Unit on Aging Manager

Authorized signature

Number: APD-AR-15-010

Issue date: 2/26/2015

CORRECTED

Topic: Other

Due date: March 30, 2015

Subject: ANNUAL AREA PLAN UPDATE

Applies to (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input checked="" type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input type="checkbox"/> Aging and People with Disabilities | <input type="checkbox"/> Office of Developmental Disabilities Services(ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs | <input type="checkbox"/> ODDS Children's Intensive In Home Services |
| <input type="checkbox"/> County DD Program Managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> ODDS Children's Residential Services | <input type="checkbox"/> Other (<i>please specify</i>): |
| <input type="checkbox"/> Child Welfare Programs | |

Action required:

Please review, update and electronically submit a comprehensive update of all relevant sections of your 2013 – 2016 Area Plan. Such an update may contain changes in your governing and advisory council membership, contracted service providers, methods of service delivery, changes to your OPI program, and progress updates on meeting your agency's goals and objectives for major Issue Areas (Family Caregivers, ADRC, Health Promotion, etc.). Use Microsoft Word's Track Changes function to enable the State Unit on Aging (SUA) to quickly identify new information. Submission without the Track Changes function will not be accepted.

The following worksheets for the period of July 1, 2014 through June 30, 2015 are to be completed: a) Cash & In-kind Match; b) Staff Plan; and c) Medicaid Staff (if applicable). Note: Completion of Year 3 Budget worksheet is optional.

Continued on next page

Action required, continued:

The workbook template is located here [Area Plan budget/fiscal workbook](#) or can be accessed directly from <http://www.oregon.gov/dhs/spwpd/pages/sua/info-aaa.aspx> under *Fiscal/Budgetary category*.

Submit updated Area Plan and the updated worksheets to sua.email@state.or.us

Reason for action:

Older Americans Act Section 306 requires each designated area agency on aging to develop an area plan with such annual adjustments as may be necessary.

Field/stakeholder review: Yes No

If yes, reviewed by:

If you have any questions about this action request, contact:

Contact(s):	Rhonda Buedefeldt – Fiscal/Budgetary 503.945.6029 Deb McCuin – Area Plan content 541.618.7854 Sarah Hout – Area Plan content 503.945.6140		
Phone:	See above	Fax:	503.373.1133
Email:	rhonda.buedefeldt@state.or.us debbie.mccuin@state.or.us sarah.d.hout@state.or.us		