

CALIFORNIA DEPARTMENT OF AGING

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PROGRAM MEMO

CDA 1014 (Rev. 04/11)

TO: Area Agency on Aging Directors	NO.: PM 13 – 01 (P)
SUBJECT: Area Plan Area Plan Update Guidance for the State Fiscal Year 2013-2014	DATE ISSUED: February 5, 2013
REVISED:	EXPIRES: When superseded
REFERENCES: California Code of Regulations, Title 22, §7340(b)	SUPERSEDES: PM 11-18(P)
PROGRAMS AFFECTED: <input type="checkbox"/> All <input checked="" type="checkbox"/> Title III-B <input checked="" type="checkbox"/> Title III-C1/C2 <input checked="" type="checkbox"/> Title III-D <input checked="" type="checkbox"/> Title III-E <input checked="" type="checkbox"/> Title V <input type="checkbox"/> CBSP <input type="checkbox"/> MSSP <input checked="" type="checkbox"/> Title VII <input type="checkbox"/> CBAS <input type="checkbox"/> Other:	

Purpose This Program Memo (PM) provides instructions to Area Agencies on Aging (AAA) on the completion and submission of the Fiscal Year (FY) 2013-14 Area Plan Update (APU).

Due Date The FY 2013-14 APU is due, via email, to the California Department of Aging (CDA) by **May 1, 2013**.

APU Contents The Department is providing a revised checklist to assist AAAs in developing and submitting their APU. Some Area Plan components must be updated annually and other components must be updated only if there has been a change to the FY 2012-16 Area Plan (AP). Do not submit to the Department components other than those listed on the APU Checklist. Also, please return the completed checklist with your APU.

The 2013-2014 APU Checklist form is attached to this PM.

APU Format AAAs will use the same format and instructions as contained in the FY 2012-16 Area Plan Guidance. The AP Guidance Instructions are available at:

[http://www.aging.ca.gov/PM/PM11-18\(p\)/PM_11-18_Attachment_1-2012-16_AP_Guide_Part_I.pdf](http://www.aging.ca.gov/PM/PM11-18(p)/PM_11-18_Attachment_1-2012-16_AP_Guide_Part_I.pdf)

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APU Format,
continued

The AP Format and Templates are available at:

[http://www.aging.ca.gov/PM/PM11-18\(P\)/PM%2011-18%20Attachment%20%20-%202012-16 AP Guide Part%20II.doc](http://www.aging.ca.gov/PM/PM11-18(P)/PM%2011-18%20Attachment%20%20-%202012-16 AP Guide Part%20II.doc)

**Program
Specific
Information**

New Freedom Transportation Grant:

CDA was awarded a two-year Federal Transit Administration New Freedom mobility management grant extending through August 2013. The grant focuses on:

- Improving and extending transportation access and services for older adults and adults with disabilities
- Facilitating coordination and collaboration between AAAs and the various local stakeholders involved in mobility management
- Involving of AAAs in their local/regional transportation planning process
- Actively engaging AAAs in transportation coordination and mobility management

One of the grant's objectives is that by the end of the grant period each AAA will have developed a transportation plan. To make progress toward meeting this objective, CDA encourages AAAs to:

- Host a meeting with transportation/mobility stakeholders, providers, and recipients regarding transportation coordination and mobility management by May 1, 2013, to discuss community mobility needs, issues, and potential solutions, or
- Place this topic on the agenda for discussion at meetings(s) in which the AAA already participates (e.g., Human Services Coordinating Council, Consolidated Transportation Services Agency, Social Service Transportation Advisory Council, etc.), and
- Use the input from the meeting(s) to develop at least one goal or objective for inclusion in the AAA's FY 2013-14 APU that will focus on what the AAA plans to do to address transportation coordination/mobility management and the transportation needs of older adults, adults with disabilities, and their caregivers in the PSA.

Health Insurance Counseling and Advocacy Program (HICAP):

AAAs shall use Service Unit definitions contained in PM 11-09 available at:

[http://www.aging.ca.gov/PM/PM11-09\(P\)/PM11-09\(P\).zip](http://www.aging.ca.gov/PM/PM11-09(P)/PM11-09(P).zip)

The CDA HICAP will re-release Service Unit definitions in February 2013.

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**Program
Specific
Information,**
continued

Title IIIB and Title VIIA Ombudsman:

The Office of the State Long-Term Ombudsman no longer requires the reporting of NORS training for Ombudsman Program staff and volunteers in the Area Plan Measures and Targets (contained in the Area Plan Guidance, Part II Format and Templates, Outcome 3 A 1-5, page 24). A future PM will confirm this deletion.

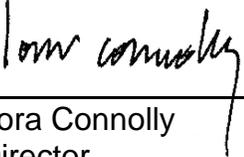
Title IIID:

If your AAA's 2012-16 AP did not include the new program requirements as outlined in PM 12-10, you must make the changes in this APU. PM 12-10 is available at:

[http://www.aging.ca.gov/PM/PM12-10\(P\)/PM_12_10\(P\).pdf](http://www.aging.ca.gov/PM/PM12-10(P)/PM_12_10(P).pdf)

Inquiries

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