



JEB BUSH
GOVERNOR

TERRY F. WHITE
SECRETARY

MEMORANDUM

To: AAA Directors **NOTICE #:** **081704-1-I-PE**

From: Terry White
Secretary

Date: August 17, 2004

Subject: Notice of Instruction: Amendment to FFY 2005 Area Plan Instructions and Forms

This memo is to provide an amendment to NOI #071304-2-I-PE (FFY 05 Area Plan Instructions and Forms) and to request names for inclusion in the email group for questions and answers during the area plan development process.

Attached are the revised FFY 2005 Area Plan Instructions, which are generated as a result of the area plan training discussions and recent conference calls with the Area Agencies. A list of the changes is also attached.

In addition, the Department would like to have on-going communications to assist planners as questions arise. To give all parties access to all questions and responses, an email group is going to be established. Please provide the name(s) of participants you would like included in this email group from your agency to Laurie Koburger at (850) 414-2095, Sun Com 994-2095 or email to koburgerl@elderaffairs.org.

Attachments:

1. List of changes to the FFY 2005 Area Plan Instructions
2. Amended FFY 2005 Area Plan Program Module Instructions
3. Amended FFY 2005 Area Plan Program Module Forms
4. Amended FFY 2005 Area Plan Contract Module Instructions
5. Amended FFY 2005 Area Plan Contract Module Forms
6. Two Excel files: Revised Area Plan Fiscal Pages (includes C.I.A-G plus C.II.B); C.II.A

4040 ESPLANADE WAY
TALLAHASSEE
FLORIDA, 32399-7000

phone 850.414.2000
fax 850.414.2004
TDD 850.414.2001

<http://elderaffairs.state.fl.us>