Department of
ELDER AFFAIRS
STATE OF FLORIDA

Rick Scott
Governor

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Secretary

Summary of Changes for the 2019 Area Plan Update

Program Module

1. Updates are required for the PSA Profile, Performance and Targeted Outreach Plan, and Unmet Needs and Services Opportunities sections of the Area Plan. The AAA should include revisions and/or strategic accomplishments in the Goals, Objectives, and Strategies section.
   - Both the Board of Directors and Advisory Council leadership and membership rosters should be updated to reflect any changes in either governing body.
   - An updated SWOT Analysis is **not** required.

2. The following elements remain optional in the Program Module Review Checklist:
   - Number of People 60+ with ADL limitations not receiving services,
   - Number of people 60+ with IADL limitations not receiving services, and
   - Number of people 60+ with mobility limitations not receiving services.

3. Performance Outcome Measures:
   - The following measures will not be included as monitoring measures in 2019, though the AAA must still include strategies to address the measures within the goals and objectives framework:
       i. Percent of customers who are at imminent risk of nursing home placement who are served with community-based services (Standard: 90%).
       ii. After service intervention, the percentage of caregivers who self-report being very confident about their ability to continue to provide care (Standard: 86%).
   - The "Percent of increase in providers participating in the Adult Care Food Program" measure has been removed from the Area Plan and will not be included as a monitoring measure in 2019.

4. Area Plan Resources: Targeting and Outreach:
   The Area Plan package provided to you in your ShareFile folder includes four elements to enable you to strategically target the sub-populations in your region and monitor your annual progress toward the proportional targeting objective for each of the required indicators:
   - Below Poverty Level (Below 100% of Federal Poverty Level),

- Limited English Proficiency,
- Living Alone,
- Low-Income Minority (below 125% of Federal Poverty Level),
- Minority,
- Probable Alzheimer's Cases, and
- Rural.

These tools are provided to enable an explicit comparison in your targeting section between actual achievement and objective. The purpose of this exercise is to identify whether and where the targeting and outreach approach needs to be re-addressed to meet the proportional targeting objectives during the period of this Area Plan cycle.

- The first worksheet in this package details both the screened and served in your counties, as well as the population-level demographics of seniors in each of your counties. The purpose of this spreadsheet is to identify the proportion of occurrence of each demographic indicator in the county-level population, for use in comparison to the percent achieved in the screened and served totals for each demographic indicator.
- The second is a dashboard in an adjacent worksheet provided behind the targeting worksheet, that pulls this data into a multi-year dashboard. The purpose of this dashboard is to enable both a regional and county-level look by targeting indicator, to track trends and identify areas that need additional planning and activities to meet the targeting objectives.
- The third element is a KMZ file to use in map viewing software. This map file depicts the proportion of the screened and served against the available 60+ population at the Census tract level. This allows for planning strategic targeting activities at the community level to increase awareness in communities where the proportion achieved is significantly lower than the available population.
- The last is a targeting rubric. This word document is provided to you as a checklist to ensure each of the elements are addressed by the targeting section of your area plan.

Contract Module

(Addition of OAA IIIB, IIIC1, IIIC2 Disaster Recovery Reserve (DRR), and other minor adjustments)

1. Date references throughout the Contract Module template and instructions were revised for the 2019 Area Plan Update.

2. The C.II.A has been updated to include Note 7 related to listing all current or requested Direct Service Waivers.

3. C.I.A – Updated Instructions; added DRR section below the allocations table for Title IIIB, C1, and C2. Moved NSIP to OAA Federal Funding Composition section, thus allowing for

documentation of future carryforward. Removed NSIP from "Supplemental Resource Activities" section. Removed Title IIID2 column. Removed reference to WebDB.

4. C.I.B – Updated instructions; added LAN Set Aside and DRR categories above IIIB Priority Services. All set-asides are included in the "Total IIIB."

5. C.I.F.AAA – Updated instructions; individually added IIIB, C1, and C2 DRR line items to funding profile. Reorganized "Others," since most will not be federal or state; enter only the amount retained by AAA. Created "Total All Federal and State Funding Sources" row beneath federal and state funding. "Total All Funding Sources" will add all.

6. C.I.F.1-16 – Reorganized "Others," since most will not be federal or state; enter only the amount retained by AAA. Created "Total All Federal and State Funding Sources" row beneath federal and state funding. "Total All Funding Sources" will add all. Removed former IIID2 row.

7. C.I.G – Updated instructions; individually added IIIB, C1, and C2 line items to funding summary. Reorganized "Others," since most will not be federal or state. Created "Total All Federal and State Funding Sources" row beneath federal and state funding. "Total All Funding Sources" will add all. "EHEAP Admin" and "EHEAP Outreach" formulas corrected to pull data from county CIFs.

8. C.II.B – Individually added IIIB, C1, and C2 line items to the budget summary. These line items are populated automatically. Each of these items is included in their respective Titles, and match is required. The form was updated to reflect "Prior Year CF* (2017)" and include new rows for "Prior Year CF* (2016)." For future use, carryforward row (not applicable for 2018) was added for NSIP. Row #9 was updated to reflect the correct statement "(Sum of 1.B, 1.C, 2.A(2), 2.A.(3), 3.B, 3.C, 4.B, 4.C, 5.B, 5.C, 6.B, 6.C, 7B)."