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MEMORANDUM

**TO: Area Agency on Aging Executive Directors**

**NOTICE #: 100510-1-I-PE**

##### FROM: Charles T. Corley

**Interim Secretary**

**DATE: October 4, 2010**

**SUBJECT: Notice of Instruction: Revised SPR Format and Definitions for FFY 2011**

The purpose of this notice is to inform you that the Administration on Aging (AoA) has recently updated the format and definitions for the National Aging Program Information System (NAPIS) State Program Report. Collection of data using the new format will start on October 1, 2010 (for FFY 2010-2011), and the first report using the new format will be due to the AoA by January 2012.

Attached please find the NAPIS document titled “Revised SPR Format & Definitions for FY 2011 and Beyond.” Changes are **highlighted in plum**. Of particular note, please be aware of the following changes:

* In Section IF for Title IIIE, we need to report information for both 1) Total Children 18 or younger receiving care and 2) Total disabled persons 19-50 years old receiving care.
* In Section IIA for Title III, we need to report information for both Health Promotion and Cash & Counseling.
* In Section IIB & IIC for Title IIIE, we need to report information for Cash & Counseling.
* Other Services Profiles in the Section IIE are no longer optional (are required).
* Definitions at the end of the document have also been updated.

The format for the NAPIS report due to the AoA by January 2011 will be the same as last year and will address activities for FFY 2009-2010 (October 1, 2009, to September 30, 2010). We will be providing you with specific instructions for the FFY 2009-2010 report in the early part of November. For clarity, we have also attached a copy of the current required NAPIS format (for FFY 2009-2010), titled “SPR-Format\_Definitions.”

Thank you in advance for your assistance in making a smooth transition to the new designated format required by the AoA. If you have any questions, please contact MiYoung Lee via email ([Leem@elderaffairs.org](mailto:Leem@elderaffairs.org)) or via phone at 850-414-2386.

Attachments

# Charlie Crist

## GOVERNOR

# Charles T. Corley

## INTERIM SECRETARY

***http://elderaffairs.state.fl.us***