



**RICK SCOTT**  
GOVERNOR

**CHARLES T. CORLEY**  
SECRETARY

## MEMORANDUM

**TO:** AAA Executive Directors      **NOTICE#:** 102813-1-I-PE  
**FROM:** Charles T. Corley, Secretary  
**DATE:** October 25, 2013  
**SUBJECT:** Notice of Instruction: 2014 Area Plan Updates

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The purpose of this Notice of Instruction is to provide instructions for updating your Area Plan Program Module for calendar year 2014.

Please find the following documents to assist you with updating your Area Plan Program Module:

- 2014 Program Module Instructions
- PSA Service Recipient Data for Targeting Report
- 2012 Florida PSA Profile

Your Area Plan Program Module update should be submitted to your contract manager on or before January 15, 2014. Please submit an electronic copy and two hard copies.

Please contact your contract manager if you require assistance in the preparation of your Area Plan Program Module. Thank you for your cooperation.

Attachments

CTC/arm

cc: Contract Managers  
Abbie Messer  
Laurie Koburger  
Sandi Smith

4040 ESPLANADE WAY  
TALLAHASSEE, FLORIDA  
32399-7000

phone 850-414-2000  
fax 850-414-2004  
TDD 850-414-2001

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