

Area Plan Year 4 Rollout

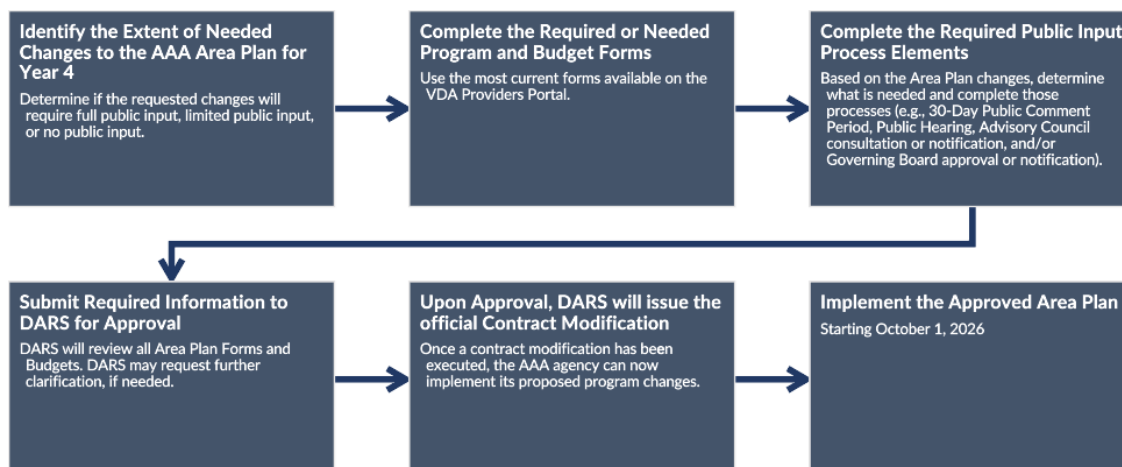
General Overview

- AAAs are not required to complete a full new Area Plan for Year 4.
- AAAs do not need to submit an updated Part 1 or Part 2 of the Area Plan, which was completed last year.
- As needed, AAAs will be required to make updates to their previously approved Area Plan (*in place for October 1, 2025 through September 30, 2026*).
- AAAs will use the same submission process (i.e., the *SharePoint Two-Way Portal*) that DARS established for last year's Area Plan.
- All AAAs will receive a Contract Modification from DARS.

Submission Documents

All AAAs	Some AAAs (as needed)
• Submit Updated Area Plan Budget for Year 4 (October 1, 2026 – September 30, 2027) • NEW: Area Plan Cover Sheet (to identify changes from the prior year)	• Service Pages: New or Updates to Existing • Waiver Request: New or Updates to Existing • Discontinuation Forms: • Service • Waiver • Home Delivered Meals Infrequent Delivery (HDM ID) Forms

Process Steps



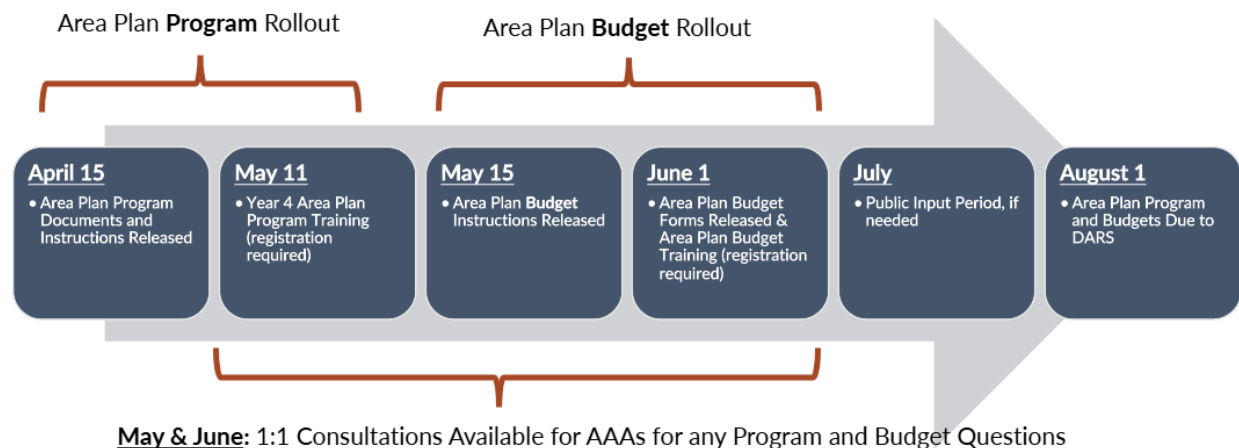
Public Input Process

Full Public Input	Limited Public Input	No Public Input
• Type 1 Amendments, which include: • MAP Waivers • Substantial or Numerous Changes* • Requires: <u>Public Hearing</u>, 30-Day Public Comment Period, Advisory Council <u>Consultation</u> & Governing Board <u>Approval</u>	• Type 2 Amendments, which include: • All Other Waivers • Addition/Removal of a Service • Moderate or Various Changes* • Requires: 30-Day Public Comment Period, Advisory Council <u>Consultation</u> & Governing Board <u>Approval</u>**	• Modifications, which include: • Annual Budgeting Changes • Transfer Requests • Tweaks to Existing Services • Requires, at a minimum: Advisory Council <u>Notification</u> & Governing Board <u>Notification</u>**

*Consult DARS to determine if your planned changes meet this criteria/threshold

**Local Government AAAs may use a designated approved. The designated approved must be submitted to/approved by DARS before the Area Plan process.

Process Timeline



Area Plan Document Access

Reminder: Year 3 Full Area Plan	Year 4 Area Plan
• This should already be in place. • AAAs must implement one of two options: • 1. AAAs can post the Area Plan Core Documents directly on the website <u>OR</u> • 2. AAAs can instruct the public how they can obtain a copy of the Area Plan Core Documents on the website. • Please review the Area Plan Program Companion Manual for details on which Area Plan documents must be posted online or available to the public upon request.	• Draft Plan: Based on what level of public input process will be required for your Year 4 Area Plan Updates, make the required documents available. • Final Plan: Once approved by DARS, make the applicable final Area Plan documents available as required. • Consult with the Year 4 Area Plan Update Instructions for information on which documents must be posted.

Area Plan Rollout Trainings & Forms

- Area Plan PROGRAM
 - Program Forms and Instructions Released on April 15
 - TRAINING: Monday, May 11 from 2:00-3:30pm
- Area Plan BUDGET
 - Budget Instructions Released on May 15
 - Budget Forms Released on [Tentative] June 1
 - TRAINING: Monday, June 1 from 2:00-3:30pm
- Microsoft Form for AAAs to Submit Questions
 - FAQ Document will be issued periodically as needed
- Microsoft Form for AAAs to Request Consultation
 - 1:1 Consultations for AAAs (no Office Hours this year)
- Use this link to access the Area Plan 2027 Folder:
 - <https://sharepoint.wwrc.net/VDaproviders/Shared%20Documents/Forms/Area%20Plan.aspx?id=%2FVDaproviders%2FShared%20Documents%2FArea%20Plan%202027>