

8. Continuity of Operations Plan (COOP)

Per [45 CFR 1321.97](#), area agencies on aging shall establish a **continuity of operations plan** and an all-hazards emergency response plan based on completed risk assessments for all hazards and updated annually. The document must include a description of coordination activities for both development and implementation of long-range emergency and disaster preparedness plans and other information as deemed appropriate by the area agency on aging. The area agency on aging shall coordinate with Federal, local, and State emergency response agencies, service providers, relief organizations, local and State governments, and any other entities that have responsibility for disaster relief service delivery, as well as with Tribal emergency management, as appropriate.

Submit the agency's current Continuity of Operations Plan to the [DARS-AAA Document Sharing-External](#) SharePoint

Name the file "**8. COOP Plan-PSA xx**" when submitting it to Annual Documents Folder. Insert your PSA number into the characters denoted by **xx**.

The file path to the folder is **Documents > AAAs > [#PSA NAME] > Annual Documents**