

**Aging and People with Disabilities****Number: APD-AR-26-002**

Authorized by: Jane-ellen Weidanz

Issue date: 1/12/2026

Subject: Annual Area Plan Update

**Applies to (check all that apply):**

<input type="checkbox"/> All ODHS employees	<input type="checkbox"/> County DD Program Managers
<input type="checkbox"/> Aging and People with Disabilities	<input type="checkbox"/> Developmental Disabilities Services
<input checked="" type="checkbox"/> Area Agencies on Aging: Type A and B	<input type="checkbox"/> Self-Sufficiency Programs
<input type="checkbox"/> Child Welfare Division	<input type="checkbox"/> Support Service Brokerage Directors
<input type="checkbox"/> Children's Intensive In Home Services	<input type="checkbox"/> Stabilization and Crisis Unit
<input type="checkbox"/> Children's Residential Services	<input type="checkbox"/> Other (please specify): Enter Text

**Action required**

Review, update and electronically submit to [sua.email@odhsoha.oregon.gov](mailto:sua.email@odhsoha.oregon.gov) a comprehensive update of all relevant sections of your 2025 – 2029 Area Plan by **July 31, 2026**. Such an update may contain changes in your governing board and/or advisory council membership, contracted service providers, methods of service delivery, and changes to your OPI, Nutrition or other programs. Particular attention should be focused on progress updates for your agency's goals and objectives in the major Issue Areas (I&R Services and ADRC, Nutrition, Health Promotion, etc.).

The update should also contain an updated Service Matrix and Delivery Method document. The document can be accessed directly from the CSSU website at: <https://www.oregon.gov/odhs/providers-partners/community-services-supports/Documents/service-matrix-delivery-method.doc>.

It is suggested that any references to "grab and go" meals in the Area Plan be replaced with "carry-out" to be consistent with currently agreed upon terminology and state policy. Note: "Carry-out" flexibility funded through OAA Title III C-1 (congregate meals) cannot be implemented until October 1, 2026 at

the earliest, contingent upon federal approval of the 2026-2030 State Plan on Aging.

In addition, this update should specifically address Section D – OPI Services and Method of Service Delivery, in the following areas:

- Remove any language referencing the OPI Pilot for Adults with Disabilities
- Provide information on current OPI-M process and how this varied from your implementation plan
- Describe any policy and procedure changes for OPI-M
- Review and remove language, as appropriate, to references relating to prioritizing populations when a waitlist is not in effect

The budget workbook should also be submitted, as an Excel document. The budget workbook document can be accessed directly from the CSSU website at: <https://www.oregon.gov/odhs/providers-partners/community-services-supports/Documents/area-plan-budget-workbook-2026-update.xls>.

Any updates made to the AAA's Conflict of Interest (COI) policy (in Appendix G) as a result of OAA rule changes or state policy should be submitted concurrently with the Area Plan update for review and approval by SUA. See [APD-AR-25-034](#), Older Americans Act Rule Change Implementation, for details. Final Draft policy submissions are due to CSSU for review on July 31, 2026.

**Please use Microsoft Word's Track Changes function** in the Area Plan narrative update to enable the Community Services and Supports Unit (CSSU) to quickly identify new information. Submission without the Track Changes function will not be accepted. Submit the electronic copy of your Area Plan narrative and Budget Workbook as an Excel spreadsheet by close of business day July 31, 2026.

## **Reason for action**

Older Americans Act Section 306 requires each designated area agency on aging to develop an Area Plan for a planning and service area with such annual adjustments as may be necessary.

**Reviewed by impacted parties?**  Yes  No

If yes, reviewed by:

**If you have any questions, please contact:**

Contact(s): Debbie McCuin

Email: [Debbie.MCCUIN@odhs.oregon.gov](mailto:Debbie.MCCUIN@odhs.oregon.gov)