

SECTION .0700 - PLANNING AND PROGRAMMATIC REPORTING STANDARDS

10A NCAC 01A .0701 ANNUAL PLANS

(a) Divisions may require that every local human service agency shall develop an annual program plan that is consistent with minimum requirements and program standards set by applicable state commissions, federal requirements, and departmental instructions. The annual plan shall be an integral part of a continuing, comprehensive and cooperative planning process and may include the following:

- (1) an inventory of all programs and services to be offered by the agency during the next fiscal year;
- (2) a statement of needs and problems that the agency addresses and the extent of those needs and problems within the agency's geographic jurisdiction;
- (3) a statement of the agency's objectives for the next fiscal year. These objectives will be presented to reflect their:
 - (A) contribution to reduction of needs and problems, and
 - (B) relationship to programmatic goals established by the state agency;
- (4) a listing of the activities which will be conducted to accomplish each objective and a description of the planned effects these activities will have on the needs and problems and an identification of past accomplishments by activities in the area;
- (5) a description of the steps the agency will take to monitor adherence to its plan and to measure progress towards its objectives;
- (6) a description of the methods the agency will use to evaluate its activities, and the priority areas to be evaluated during the next fiscal year; and
- (7) a description of the agency's efforts to include its governing board, its clients, and the general public in the planning process and the administration of its programs.

(b) If an annual plan is required, then it shall be submitted along with the local human service agency's annual budget to the agency's local authority for review and approval. Then the approved annual plan and budget shall be submitted to the grantor division of the department in accordance with prescribed format and time schedule.

(c) Divisions may require that local agencies develop a system for monitoring program plans that will enable local agencies to report progress in accomplishing planned objectives.

History Note: Authority G.S. 143B-139.1;

Eff. July 1, 1980;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 23, 2017.