**Draft- Schedule for State Plan and Annual Reports     Updated 2-10-25**

**WIOA State Plan (every 4 years)**

·        SRC Reviews, analyzes, and advises MassAbility on the VR section: TBA

·        Draft WIOA State Plan to Governor’s Office March 2028

·        Final WIOA State Plan to RSA by July 2028

**Next WIOA State Plan update (every 2 years)**:

·        SRC reviews plan in September 2025

·        Draft WIOA State Plan to Governor’s Office January 28,2026

·        WIOA State Plan to RSA by March 15, 2026

**SRC Annual Report**

·        Recommendations for FY2026 due to MassAbility by June 30, 2025

·        MassAbility Responses to SRC FY2026 Recommendations by July 31, 2025

·        SRC Chairs provide draft committee reports by August 1, 2025, and State Plan will review drafts on August 20, 2025.

·        FY2025 Final SRC Annual Report due to RSA by November 1, 2025, including MassAbility Program Results

**Detailed SRC 2026 Recommendation Timeline:**

·        February 2025- April 15. 2025- Committee start the process of developing their FY26 Recommendations

April 16, 2025- State Plan Committee reviews all submitted recommendations and submits the committee’s final draft to the Executive Committee by April 30, 2025

·        April 30, 2025- All recommendations are due for the Executive Committee’s May 1, 2025 meeting and shared with MassAbility for their review and comments.

·        June 5, 2025- The Executive Committee reviews and approves the recommendations to be presented at the June SRC meeting

·        June 26, 2025 - SRC members vote on recommendations.

·        June 27, 2025- SRC forwards the approved recommendations to MassAbility for MassAbility’s response

·        July 31, 2025- MassAbility's response to the recommendations is due.

·        August 20, 2025, at 11 am- State Plan Committee reviews MassAbility’s responses and prepares a work plan with MassAbility.

**About SRC Recommendations**

Cornell Law School’s Requirements for a State Rehabilitation Council:<https://www.law.cornell.edu/cfr/text/34/361.17>

To increase the transparency of the State Plan recommendation process, the Massachusetts Rehabilitation Commission Statewide Rehabilitation Council has developed the following guidelines for State plan recommendations:

1. Consistent with MassAbility and SRC Mission and Vision
2. Actionable ideas within the scope of MassAbility’s authorized activities under the Vocational rehabilitation regulations
   * Use [SMART goals](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.mindtools.com%2Fa4wo118%2Fsmart-goals&data=05%7C01%7CJbellil%40eastersealsma.org%7Cd86b806373c048ab0cb608db35dbb902%7C3fb788ab541244f9aa17dfc8cd62a9ee%7C0%7C0%7C638162990358948156%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=53AdGdLAGgdSVe1POoCCnS2n2qB2%2B4RQkJfLLCLHpiI%3D&reserved=0) as a framework: **Specific** (simple, sensible, significant) **Measurable** (meaningful, motivating) **Achievable** (agreed, attainable) **Relevant** (reasonable, realistic and resourced, results-based)**Time bound** (time-based, time limited, time/cost limited, timely, time-sensitive).
3. Consistent with the Vocational Rehabilitation goals in [the W.I.O.A. Combined State Plan](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.mass.gov%2Fservice-details%2Fpy2020-2023-wioa-state-plan-modification&data=05%7C01%7CJbellil%40eastersealsma.org%7Cd86b806373c048ab0cb608db35dbb902%7C3fb788ab541244f9aa17dfc8cd62a9ee%7C0%7C0%7C638162990358948156%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=VvlW0cIyUhIGMb94T3GfoNm7QkJlpS7Ic%2BUvWmflI34%3D&reserved=0)
4. Prioritize meeting consumers’ needs and improving consumers’ experiences with vocational rehabilitation service delivery
5. Conscious of the resources of the SRC since Committees must agree to advise on and track the progress of working on the recommendations
6. The SRC can reject recommendations
   * Attempt to revise to make actionable under VR regs
     + May require help of MassAbility liaison for Committee
   * If rejected, brief statement to recommender as to why

The SRC intended that these guidelines be rigid rules. They offer one approach that can help the Council apply consist standards in drafting, accepting, or revising recommendations before the body votes on them.

Person submitting recommendation to answer these 3 questions:

1. **What problem is this trying to solve or what issue is this trying to address?**
2. **The intended value and purpose as it relates to vocational rehabilitation. In other words, how will this help achieve “competitive and sustainable employment for all people with disabilities”? (The quote is from the SRC mission.)**
3. **What is the expected outcome or deliverable for this recommendation? What impact is it expected to have?**