

## **Schedule for State Plan and Annual Reports    Updated 1-4-24**

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

- SRC Reviews, analyzes, and advises MRC on the VR section: TBA
- Draft WIOA State Plan to Governor's Office March 2024
- Final WIOA State Plan to RSA by July 2024

### **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

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

### **SRC Annual Report**

- Recommendations for FY2025 due to MRC by June 30, 2024
- MRC Responses to SRC FY2025 Recommendations by July 31, 2024
- SRC Chairs provide draft committee reports by August 1, 2024, and State Plan will review drafts on August 21, 2024.
- FY2024 Final SRC Annual Report due to RSA by November 1, 2024, including MRC Program Results

### **Detailed SRC 2025 Recommendation Timeline:**

- February 2024- April 2024- Committee start the process of developing their FY25 Recommendations
- May 2, 2024- All recommendations are due at the Executive Committee meeting
- June 6, 2024- The Executive Committee reviews and approves the recommendations to be presented at the June SRC meeting
- June 27, 2024 - SRC members vote on recommendations.
- June 28, 2024- SRC forwards the approved recommendations to MRC for MRC's response
- July 31, 2024- MRC's response to the recommendations is due.
- August 21, 2024, at 11 am- State Plan Committee reviews MRC's responses and prepares a work plan with MRC.

## About SRC Recommendations

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 MRC and SRC Mission and Vision
2. Actionable ideas within the scope of MRC's authorized activities under the Vocational rehabilitation regulations
  - Use [SMART goals](#) 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](#)
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 MRC liaison for Committee
  - If rejected, brief statement to recommender as to why

The SRC intends that these guidelines be rigid rules. They offer one approach that can help the Council apply consistent 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?**