The AIP must cover a period of two years and include:

- Specific performance targets for improving the safety permanency and well-being of the children in the care of the agency.
- The approach the CWA will take to achieve the specific performance targets including strategies that will be used.
- The CWA must solicit public input regarding the proposed AIP.
- The CWA must submit an explanation of the manner in which the agency solicited such public input and summary of any input received.

On or before December 31st of each year, the CWA must submit to the Division data demonstrating the progress that was made.