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Administration on Developmental Disabilities

Making a difference in the lives of people with developmental disabi

Information Memorandum

ADD-IM-00-3

Issued: 3/2/00

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TO:

Director, Designated State Agencies

ADD Calendar

Executive Directors, State Developmental Disabilities Councils

Chairpersons, State Developmental Disabilities Councils

ADD Fact Sheet

SUBJECT:

Distribution of Electronic Data Submission (EDS) System Users Guide Manual for use in the submission of the Developmental

EDS Notes

Disabilities Three Year State Plan.

Other Federal

Sites

LEGAL AND RELATED REFERENCES:

The Developmental Disabilities Assistance and Bill of Rights Act,

(42 U.S.C. 6000, et seq.), as amended by P.L. 104-183, 1996

Related Sites

Final Rule, 45 CFR Part 1386

State Programs

IM-99-7

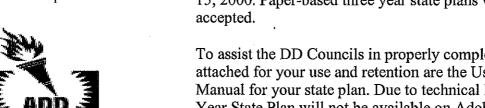
National

DISCUSSION:

As indicated in IM-99-7, all Developmental Disabilities Council Organizations Three Year State Plans must be submitted of this office via

electronic Submission using the EDS system no later than August 15, 2000. Paper-based three year state plans will no longer be

Site Map



To assist the DD Councils in properly completing the EDS format, attached for your use and retention are the Users' Guide Operating Manual for your state plan. Due to technical limitations, the Three Year State Plan will not be available on Adobe Acrobat file for Downloading. You are reminded that in previous IM, (IM-99-6) you have been forwarded a general users' guide to provide stepby-step instructions for performing various administrative functions.



You must have an email address (as used in preparation of your Program Progress Report(PPR)to enter data onto your state plan form. Please retain your hard copy of the attached Users' Guide for future reference.

You are reminded that you can record "narrative" information only in a WORD format to be entered at a later date (via cut and paste) onto the EDS generated form.

Should you have any questions regarding the EDS system please contact Lonnie Stewart at (202)690-5557, email astewart@acf.hhs.gov.

Should you have any further questions regarding the submission deadline, please contact John Gridley at 202-690-5906, email jgridley@acf.hhs.gov.

INQUIRIES TO:

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Sincerely,

/signature/
Sue Swenson
Commissioner
Administration on Developmental Disabilities

ADD-IM-00-3

