INFORMATION MEMORANDUM

TO: State Administering Agencies
   State Planning Councils
   State Protection and Advocacy Agencies

SUBJECT: Formula Grant Issuance (Basic State and Protection and Advocacy)

LEGAL AND RELATED REFERENCES:
Developmental Disabilities Assistance and Bill of Rights Act

INFORMATION:
The Formula Grants Management Branch of the Division of Grants and Contracts Management in the Office of Management Services has now been designated as the office responsible for preparing the Formula Grants (Basic State and Protection and Advocacy) for the Developmental Disabilities Program for the period after September 30, 1982. The Formula Grants Management Branch may be contacted through:

Bettye J. Mobley, Chief, Formula Grants Management
Room 1296, North
330 Independence Avenue, S.W.
Washington, D. C. 20201

(202)245-7220

The original and two copies of the Expenditure Reports (SF-269) for the Developmental Disabilities Formula Grant Programs should be submitted quarterly to the appropriate Director, Office of Fiscal Operations.
The Division of Management and Administrative Services of the Administration on Developmental Disabilities will continue to coordinate all activities in relation to Formula Grant awards for the period prior to October 1, 1982. The Division of Management and Administrative Services may be contacted through:

Nancy Stipa, Director
Division of Management and Administrative Services
Room 348-F.5, Hubert H. Humphrey Building
200 Independence Avenue, S. W.
Washington, D. C, 20201
(202) 245-2904

ACTIVITIES BY REGIONAL OFFICE OF FISCAL OPERATIONS (OFO)

With the implementation in January 1984 of the consolidated ADD Regional Offices into four regions (Philadelphia, Kansas City, Dallas and San Francisco), OFO responsibilities for the Developmental Disabilities Program will also be in these four regions. Attached for your information is a listing of the four OFOs and the States for which they are responsible as they relate to the Developmental Disabilities Program.

ATTACHMENT: Directors, Office of Fiscal Operations
EFFECTIVE DATE: Date of Issuance
INQUIRIES TO: Regional Administrators, HDS

Jean K. Elder, Ph.D.
Commissioner
Administration on Developmental Disabilities
DIRECTOR, OFFICE OF FISCAL OPERATIONS
REGIONS I THRU X 1)

REGION I

Mr. St. Clair Phillips
Director, OFO/HDS
Room 2000 - JFK Federal Bldg.
Boston, MA 02203
(8) 223-1107

REGION II

Mr. Nicholas Cordasco
Director, OFO/HDS
Federal Bldg.
26 Federal Plaza
New York, New York 10007
(8) 264-4117

REGION III - ADD EASTERN

Mr. William Chesser
Director, OFO/HDS
3535 Market Street
Box 13716
Philadelphia, PA 19101
(8) 596-6565

REGION IV

Mr. Ed Schulz
Acting Director, OFO/HDS
101 Marietta Tower
Atlanta, GA 30323
(8) 242-2211

REGION V

Mr. Russell Armstrong
Director, OFO/HDS
300 South Wacker Drive
13th Floor
Chicago, IL 60606
(8) 886-3378

Conn., Maine, Mass., N.H.,
R.I., Vermont, N.Y., N.J.,
P.R., V.I., Del., Md., Pa.,
VA., WVA., D.C.
REGION VI - ADD SOUTHERN

Mr. Marvin Layne  
Director, OFO/HDS  
1200 Main Tower Building  
Dallas, TX  75202  
(8) 729-4540

REGION VII - ADD MIDWESTERN

REGION VII

William Howard  
Director, OFO/HDS  
601 East 12th Street  
Kansas City, MO 64106  
(8) 758-2911

Region VIII

Mr. Masaru Yoshimura  
Director, OFO/HDS  
1961 Stout Street  
Room 7440  
Denver, CO 80202  
(8) 327-2011

REGION IX - ADD WESTERN

Mr. Al Huerta  
Director, OFO/HDS  
50 United Nations Plaza  
San Francisco, CA  94102  
(8) 556-5480

REGION X

Mr. Gary Griffith  
Director, OFO/HDS  
2901 Third Avenue  
Seattle, WA.  98121  
(8) 399-8098

1) For DD Program ONLY, OFO contact through Regions III, VI, VII and IV

2) Currently not participating in DD Program