



August 4, 2020

To: ODDS Employment and DSA Providers

From: Lilia Teninty, Director, Office of Developmental Disabilities Services

If you are a provider of day support activities (DSA) and/or employment services and requested contingency funds, as outlined in [AR 20-69](#), please remember that the grant agreement is for both the contingency funding periods of July 15 to August 15, 2020 and August 16 to September 15, 2020. For this reason, it is critical that billing for services rendered, including remote services, are entered in eXPRS as soon as possible and kept up to date. All July billing needs to be entered on or before August 14, 2020.

If you received additional funds from grants or other sources after your initial declaration to ODDS, please let ODDS know right away.

If you do not want to receive the third and final contingency funds for August 16 – September 15, 2020, please let ODDS know right away.

We also want to request that providers report on what staff may be available to provide services in residential or in-home settings. This can be reported as outlined in [AR 20-036](#) and using the spreadsheet: [Staffing Support Availability Workgroup DSA and Employment Providers](#).

Thank you for all you are doing to support people with intellectual and developmental disabilities.

Sincerely,

A handwritten signature in black ink, appearing to read "Lilia", is positioned below the text "Sincerely,".

Lilia Teninty  
Director  
Office of Developmental Disabilities Services

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