



**Information  
Memorandum**

Oregon Department of Human Services

**Originating Cluster:**

**Seniors and People with Disabilities**

**Authorized by:** Mary Lee Faye, Administrator  
*Signature*

**IM Number:** **SPD-IM-03-069**

**Date:** August 11, 2003

**Subject:** 2004 Area Plans

**Applies to (check all that apply):**

- |  |  |
|--|--|
| <input type="checkbox"/> All DHS employees                 | <input type="checkbox"/> County DD Program Managers                      |
| <input checked="" type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> County Mental Health Directors                  |
| <input type="checkbox"/> Children Adults and Families      | <input type="checkbox"/> Health Services                                 |
| <input type="checkbox"/> Community Human Services          | <input checked="" type="checkbox"/> Seniors and People with Disabilities |
| <input type="checkbox"/> Other (please specify): _____     |  |

**Message:** This is a reminder that the 4-year Area Plans for January 1, 2004 through December 31, 2007 are due to SPD September 30, 2003. Disks with electronic copies of the Area Plan template were distributed to all AAAs last spring. If you do not have the template please contact myself or Amy Evenson to get a copy. Please see SPD-IM-02-068 at <http://www.dhs.state.or.us/policy/spd/transmit/im/2002/im02068.pdf> for more information regarding the Area Plan.

*If you have any questions about this information, contact:*

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