

System Name: Entrepreneurial Development Management Information System (EDMIS)

Program: Office of Entrepreneurial Development

Legal Authority: Sections 8(b), 21, 26, 29, 32, 33, and 34 of the Small Business Act, 15 U.S.C. 631 *et seq.*

Applicability: Office of Entrepreneurial Development, SBA District Offices, Entrepreneurial Development Resource Partners

Restrictions: This system contains information restricted under the Privacy Act.

Purpose: An Internet-based data collection and reporting system for Entrepreneurial Development programs and resource partners (e.g., SCORE, SBDCs), for the purpose of capturing data about the small business clients to which SBA and its resource partners provide technical assistance. SBA uses the data for management oversight of the program and of the performance of SBA's resource partners.

Item No.	Description of Records	Disposition
1.	Input. SBA or resource partners key data into the system or import data into the system from resource partners' data collection systems.	Temporary. Cut off at end of fiscal year in which submission is accepted by SBA. Delete three years after cutoff.
2.	Master File. Electronic records contain profile information.	Temporary. Cut off at end of fiscal year when system is superseded or obsolete. Delete six years after cutoff.
3.	Output. a. Screen displays/inquiries.	a. Temporary. Delete when obsolete or superseded by subsequent online query.
	b. Electronic copy of ad hoc reports.	b. Temporary. Cut off at end of fiscal year. Delete six years after cutoff.
	c. Paper copy of ad hoc reports.	c. Temporary. Cut off at end of fiscal year. Destroy six years after cutoff.
4.	Documentation.	Temporary. Destroy or delete when obsolete or superseded.
5.	Backups.	Temporary. Delete when the identical records have been deleted, or when replaced by a subsequent backup file.

6. **Electronic Mail and Word Processing Copies:** Temporary. Delete after the recordkeeping copy has been produced.
Electronic copies of records created on electronic mail and word processing systems and used solely to generate a recordkeeping copy of records covered by the other items in this schedule.

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