

CALIFORNIA DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS

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DATE: April 30, 2001 ACLA Letter No. 01-05
TO: All County Lead Agencies (ACLA)
SUBJECT: Substance Abuse and Crime Prevention Act of 2000
(SACPA) County Reporting Information System

The Department of Alcohol and Drug Programs (ADP) is developing a web-based County Reporting Information System to facilitate data collection and reporting under the Substance Abuse and Crime Prevention Act of 2000. The system is designed to provide counties a fast and efficient way to create and submit the county plan required under Title 9, CCR, Sections 9515 and 9535.

This system is expected to be operational on Monday, May 7, 2001. In order for county staff to access this new system ADP must issue an identification code (USER-ID) and password.

We are asking that you identify and report to us the name(s) of persons in your county who will be authorized to access this system. We would like to have this information this week, to allow ADP application developers sufficient time to provide county access by Monday, May 7.

Enclosed is a User Identification Request Form (with instructions). The request form asks for the following:

- Name(s) of persons your county authorizes to access the system and enter data on your county's behalf.
- Last four (4) digits of each person's Social Security Number (used to verify the user's identity when ADP calls to issue the USER-ID and password).
- Phone number and Email address of each person.
- Name and phone number of the person authorizing access on behalf of the county.

Please call or fax your information to Peggy Blair, Office of Criminal Justice Collaboration, at:



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Phone: (916) 445-9655
Fax: (916) 324-3021

If you phone your information to ADP, we ask that you submit a hard copy of the User Identification Request Form to us by June 7, 2001. The User Identification Form will be a record verifying access authorized by your county.

We appreciate your ongoing support and cooperation in the successful implementation of SACPA. If you have questions or comments regarding the User Identification Request Form, please call either Peggy Blair or Penelope Tafoya with our Office of Criminal Justice Collaboration, at (916) 445-9655. You may also contact ADP via Email at SACPA@adp.state.ca.us regarding any matter related to SACPA Implementation.

Sincerely,

[Original Signed By]

Del Sayles-Owen
Deputy Director

Enclosure:

[User Identification Request Form & Instructions](#)
(Form ADP 10098 - New 04/01)