

DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS

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DATE: May 19, 2004 ACLA Letter No. 04-04

TO: All County Lead Agencies (ACLA)

SUBJECT: SUBSTANCE ABUSE AND CRIME PREVENTION ACT OF 2000
 (SACPA) – SACPA Reporting Information System (SRIS) Training

The purpose of this letter is to advise you of upcoming training dates on the automated SACPA Reporting Information System (SRIS). As a continuous effort to provide technical assistance, The Office of Criminal Justice Collaboration will be providing SRIS training as technical assistance prior to the due dates of the four annual SACPA required reports. Those reports and due dates are:

- | | | |
|----|---|------------------|
| 1. | County Plan: | Due May 1 |
| 2. | Expenditure Report (annual):
(On the SRIS screen this report is referred to as
<i>"Expenditure, Client Counts and Wait List Report –
 Annual [July 1 to June 30]"</i>) | Due July 31 |
| 3. | Financial Status Report (annual): | Due September 30 |
| 4. | Expenditure Report (biannual):
(On the SRIS screen this report is referred to as
<i>"Expenditure, Client Counts and Wait List Report –
 First Six Months [July 1 to December 31]"</i>) | Due January 31 |

The following training sessions have been established to facilitate training on the Annual Expenditure Report and the Annual Financial Status Report. Please register for one session (1 through 4) only.

Session	Dates/Times	Report Covered
1	June 1, 2004, 9:00AM – 12:00 Noon	Expenditure Report (Annual) Financial Status Report (Annual)
2	June 1, 2004, 1:30 PM – 4:30 PM	Expenditure Report (Annual) Financial Status Report (Annual)
3	June 2, 2004, 9:00 AM – 12:00 Noon	Expenditure Report (Annual) Financial Status Report (Annual)
4	June 2, 2004, 1:30 PM – 4:30 PM	Expenditure Report (Annual) Financial Status Report (Annual)



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 For energy saving tips, visit the Flex Your Power website at
<http://www.flexyourpower.ca.gov>

All County Lead Agencies

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The training will be located at:

The Department of Alcohol and Drug Programs
1700 K Street
Sacramento, CA 95814
Computer Lab – 1st Floor
(Please check in with Security)

Seating is limited (11 spaces) so you are encouraged to send new employees in need of training on the SACPA Reporting Information System.

Please reserve a space for one of the training sessions by calling Sheryl Griego at (916) 323-2054 or by emailing sgriego@adp.state.ca.us no later than May 25, 2004.

Please share this training announcement with staff responsible for inputting data to the automated SACPA Reporting Information System.

Sincerely,

[Original Signed By]

DEL SAYLELS-OWEN
Deputy Director
Office of Criminal Justice Collaboration