DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS
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DATE: July 7, 2004 ACLA Letter No. 04-08

TO: All County Lead Agencies (ACLA)

SUBJECT: SUBSTANCE ABUSE AND CRIME PREVENTION ACT OF 2000 (SACPA) – REPORTING CASE MANAGEMENT EXPENDITURES

REFERENCE: Section 9535, Title 9, California Code of Regulations (CCR)

This letter is to clarify the reporting of case management expenditures under the Substance Abuse and Crime Prevention Act of 2000 (SACPA). Accurate classification of case management activities is necessary to properly report related expenditures through the SACPA Reporting Information System (SRIS).

Costs related to case management activities should be segregated between 'Drug Treatment' and 'Criminal Justice,' as delineated in the instructions contained in SRIS and the Annual Financial Status Report (AFSR). For example:

- 'Referral/Assessment' (for treatment) and 'Placement' are typically 'Drug Treatment' costs.
- 'Court Monitoring' and 'Supervision' (including probation risk assessment) are typically 'Criminal Justice' costs.
- Case management may include other miscellaneous activities which may be reported as either 'Drug Treatment' or 'Criminal Justice.'

Attachments A and B show the SRIS reporting screens for the Annual Financial Status Report and the Expenditure/Entity Report. Supplemental instructions are noted on each.

If you have questions, please contact your SACPA county analyst or the Office of Criminal Justice Collaboration at (916) 445-7456 or SACPA@adp.state.ca.us.

Sincerely,

[Original Signed By]

DEL SAYLES-OWEN
Deputy Director
Office of Criminal Justice Collaboration

Attachments:

DO YOUR PART TO HELP CALIFORNIA SAVE ENERGY
For energy saving tips, visit the Flex Your Power website at
http://www.flexyourpower.ca.gov

All County Lead Agencies

Page Two

Annual Financial Status Report
Expenditure/Entity Report