

ADDRESS CONFIDENTIALITY PROGRAM

DES/AzEIP, the Central Referral System, and the Early Intervention Programs ensure compliance with Arizona's Address Confidentiality Program (ACP), which protects the home address of a person who has an ACP card issued from the Arizona Secretary of State's Office.

If a parent or other individual with whom the child lives informs the EIP that s/he is part of Arizona's Address Confidentiality Program (ACP), the AzEIP service coordinator will:

- immediately notify DES/AzEIP of the ACP participant;
- assist the ACP participant with providing a copy of the ACP card issued by the Arizona Secretary of State's Office to the EIP;
- send a copy of the ACP card to DES/AzEIP; and
- follow the AzEIP Guidelines for Working with Individuals in the Address Confidentiality Program.
- Per those Guidelines, at no time will an ACP's residential address be input into I-TEAMS or any other database or be included in the child's records. If the address was previously entered into I-TEAMS, it will be deleted. The address shall be kept in a separate, locked file for purposes only of making home visits. The ACP participant's State issued address should be used in all child records (paper and electronic).

What SCs need to know:

- ACP provides a legal substitute for the ACP participants to use as their residential, work or school address, and all local and state government agencies are required to accept this as the ACP participant's address.
- This address receives the participants first class, certified and registered mail and forwards to the participants actual confidential address at no cost to the ACP participant.



Who is eligible for ACP?

Survivors of domestic violence, sexual offense and stalking, and who are in fear of their safety, minors or incapacitated adults who are survivors, their parent or guardian may apply on their behalf. Applicants must have recently relocated to an undisclosed address within 90 days of applying to the ACP or are planning on relocating in the near future to an undisclosed location.

ACP: CLOSER LOOK

How do survivors apply to ACP?

All potential applicants must meet with a registered ACP Application Assistant. The Applicant Assistant will determine a person's eligibility and provide program education. If all eligibility criteria are met, together the survivor and the Application Assistant will determine if ACP will benefit their overall safety plan. If it does, then the Applicant Assistant will guide the survivor through the ACP application process.

What is an Application Assistant?

The registered ACP Application Assistant is a person who provides counseling, referral or other services to victim/survivor of domestic violence, sexual offense, or stalking. Application Assistants are typically victim advocates or counselors that work in a program dedicated to assisting survivors of these crimes. All Application Assistants receive required ACP training and go through a registration process. The Application Assistant provides information to the applicant, assists in determining program eligibility, and recommends survivors to the ACP program.

Can someone apply directly to the ACP?

Applicants do not apply directly to the ACP. ACP relies on the expertise and experience of its Application Assistants to recommend potential applicants into the program. To find an Application Assistant, individuals can call 602-542-1653 or visit our website link at www.azsos.gov/Info/acp.

How long are participant's certified to be in the program?

Upon acceptance into the ACP, participants are certified for four (4) years. . If at the end of the four (4) years, they may reapply if they feel they are still at risk of being found by their abuser/stalker.

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