MINNESOTA HISTORICAL SOCIETY
Minnesota State Archives

HUMAN SERVICES DEPARTMENT
Chemical Dependency Program Division

An Inventory of Its Records

OVERVIEW OF THE RECORDS

Agency: Minnesota. Human Services Department. Chemical Dependency Program Division.

Series Title: Records.


Abstract: Records documenting the Minnesota Department of Human Services’ efforts to coordinate drug dependency programs throughout the state. The division was also charged with developing and demonstrating new methods and techniques for drug and alcohol abuse prevention, treatment, and rehabilitation.

Quantity: 14.3 cu. ft. (15 boxes).

Location: See Detailed Description section for box locations.

SCOPE AND CONTENTS OF THE RECORDS

Correspondence, minutes, publications, reports, and other materials produced by the Chemical Dependency Program Division, the Alcohol and Other Drug Abuse Advisory Council, the Interdepartmental Coordinating Committee, and other state and local agencies.

There are also materials concerning methadone treatment programs and assistance to state and county programs through the federal Uniform Alcoholism and Intoxication Treatment Act (P.L. 91-616 and 93-282); the National Institute on Drug Abuse; the Drug Abuse Prevention, Treatment, and Rehabilitation Act (P.L. 92-255); the National Institute on Alcohol Abuse and Alcoholism; and the implementation of the “Governor’s Chemical Dependency Bill” (Minn. Stat. 1976 c125). Representative samples of grant files for chemical dependency programs are included. A few folders of material address the 1979 Minnesota Community Social Service Act (Minn. Stat. 1979 s256E.01) and the Consolidated Chemical Dependency Treatment Fund proposal.
ORGANIZATION OF THE RECORDS

These records are organized into the following sections:

- Director’s Correspondence, 1974-1983
- Administrative Files, 1974-1995
- Committees and Advisory Groups, 1973-1986
- Reports, 1977-1995
- Community Social Service Act, 1979-1980
- Consolidated Chemical Dependency Treatment Fund, 1985-1992
- “Governor’s Bill,” 1974-1981
- Projects and Grants, 1976-1990
- Subject Files, 1973-1992
- National Institute on Drug Abuse (NIDA), 1974-1982
- National Institute on Alcohol Abuse and Alcoholism (NIAAA), 1975-1982

RELATED MATERIALS

Records pertaining to the chemical dependency services available to Native Americans through the Chemical Dependency Program Division are catalogued separately. An inventory is available in the repository; filed under: Human Services Department. Chemical Dependency Programs Division. Native American programs records.

INDEX TERMS

These records are indexed under the following headings in the catalog of the Minnesota Historical Society. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Topics:
- Alcoholics—Rehabilitation—Minnesota.
- Alcoholism—Minnesota—Prevention.
- Alcoholism—Treatment—Minnesota.
- Drug abuse—Minnesota—Prevention.
- Drug abuse—Treatment—Minnesota.
- Federal aid to drug abuse treatment programs—Minnesota.
- Indians of North America—Minnesota—Alcohol use.
- Indians of North America—Minnesota—Drug use.
- Methadone hydrochloride.
- Narcotics addicts—Rehabilitation—Minnesota.
- Planning.
- Treating.
Organizations:

Minnesota. Bureau of Mental Health.
Minnesota. Commission on Alcohol Problems.
Minnesota. Dept. of Health.
Minnesota. Dept. of Human Services.
Minnesota. Dept. of Public Welfare.
Minnesota. State Interdepartmental Coordinating Committee.
Minnesota. State Alcohol and Drug Authority.
Minnesota State Planning Agency. Drug Abuse Section.
National Institute on Alcohol Abuse and Alcoholism.
National Institute on Drug Abuse.

Titles:

Minnesota. Community Social Service Act.
United States. Drug Abuse, Prevention, Treatment, and Rehabilitation Act.

ADMINISTRATIVE INFORMATION

Preferred Citation:

[Indicate the cited volume and page or item and folder title here]. Minnesota. Human Services Department. Chemical Dependency Program Division. Minnesota Historical Society. State Archives. See the Chicago Manual of Style for additional examples.

Accession Information:

Accession number(s): 985-94; 988-104, 990-62; 999-64, 999-83; 2005-24

Processing Information:

Processed by: Lynn Leitte, September 1999; Maria Plonski, October 2004
MnPALS ID No.: 1703492
RLIN ID No.: MNHV1027A
## DETAILED DESCRIPTION OF THE RECORDS

*Note to Researchers: To request materials, please note both the location and box numbers shown below.*

### Director’s Correspondence, 1974-1983

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Mark Wilcox, July 1978 - April 1980. 7 folders.  
Chuck Heinecke, June 1980 - June 1983. 8 folders.  
Cynthia Turnure, June 1983. |

### Administrative Files, 1974-1995

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| 127.B.9.1B | 1 | Alphabetized grant list formula, October 1979.  
Budget, 1974-1975.  
Costs of chemical dependency services to the Department of Human Services, 1981-1989.  
Totals, by county, of grants in various categories relating to chemical dependency services.  
Governor’s bill grants 1979, May 14, 1980.  
Grant application and review process, [1979?].  
Grant funds for fiscal years 1979 and 1980.  
Child care licensing regulations under Minn. Stat. s245.781 - 245.813.  
Staff functions and roster, 1976 and February 1980.  
Staff meeting notes and minutes, 1974-1976.  
### Committees and Advisory Groups, 1973-1986

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<tr>
<td>127.B.9.1B</td>
<td>1</td>
<td>Citizens Advisory Council, 1976. 1 folder. The Citizens Advisory Council has been variously known as: the Citizens Advisory Council (1974-August 1979); the Citizen’s Advisory Council on Chemical Dependency (September 1979 - June 1980); the Chemical Dependency Citizens Advisory Council (July 1980 - April 1981); the State Alcohol and Drug Abuse Citizen’s Advisory Council (May 1981 - November 1983); and the Alcohol and Other Drug Abuse Advisory Council (December 1983 - June 1986). However, it is continually referred to in minutes, memoranda, and other sources as the Citizens Advisory Council and the entire run of files dating 1976-1986 is titled “CAC.”</td>
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<td>DWI Countermeasure Task Force and DWI Follow-up Planning Group, 1982.</td>
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<td>Family Violence Committee, 1980.</td>
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<td>Interdepartmental Coordinating Committee, 1973-1981. 4 folders.</td>
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<td>This committee was previously known as the Inter-Agency Coordinating Committee.</td>
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<td>Legislative Advisory Committee, 1979.</td>
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<td>Legislative Audit Commission:</td>
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<td>Chemical Dependency Program evaluation “staff papers” [1978?]. 2 folders.</td>
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<td>Correspondence concerning “staff papers,” July 1978 - March 1979.</td>
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<td>Methadone Guidelines Committee, 1974-1978. 2 folders.</td>
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<td>Work Group on $10 per Month Charge to Counties for State Hospital Admissions, 1979-1980.</td>
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<td>1977-1978 Minnesota Chemical Dependency Comprehensive Plan, [1977?].</td>
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<td></td>
<td>Alcohol and Drug Abuse Programs in Minnesota: A Manual for Monitoring Compliance and Quality of Service, [undated].</td>
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<td>Directory of Chemical Dependency Programs in Minnesota, 1982.</td>
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<td>Directory of Chemical Dependency Programs in Minnesota, 1985.</td>
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<td>133.B.10.5B</td>
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<td>Directory of Chemical Dependency Programs in Minnesota, 1987.</td>
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<td>A Directory of Residential Intermediate Care Programs, July 1980.</td>
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<td>Facts About Chemical Dependency in Minnesota [pamphlet], 1990.</td>
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<td>Final Comprehensive Annual Services Program Plan, October 1, 1978 to September 30, 1979, [September 1978?].</td>
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<td>Minnesota’s Response to Alcohol and Other Drug Problems, July 1981.</td>
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<td>Newsletters, 1989, 1997. 3 items in 1 folder.</td>
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<td>A Policy Change Toward Public Drunkenness: Minnesota’s 3-Year Experience with Detoxification Programs, June 1975.</td>
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<td>A Primer on the Treatment of Underserved Populations, undated.</td>
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                        Newsletter.
127.B.9.4F  4      State of Minnesota Directory [of] Chemical Dependency Programs, 
                        December 1977.
127.B.9.5B  5      Status Report: Minnesota’s Chemical Dependency Program Division, 
                        1982.
                        Status Report: Minnesota’s Chemical Dependency Program Division, 
                        1983.

Reports, 1977-1995

This series contains reports produced by the CDPD and reports contracted to outside 
agencies or research firms by the CDPD.

Location            Box
127.B.9.5B  5      9-12 Grade Chemical Use Survey, 1979.
                        An Analysis of Outcomes Achieved by a Sample of Early Intervention 
                        Programs in Minnesota, April 1981.
                        An Analysis of Outcomes Achieved by a Sample of Halfway House 
                        Programs in Minnesota, February 1981.
                        An Analysis of Outcomes Achieved by a Sample of Primary Inpatient 
                        Treatment Programs in Minnesota, February 1981.
                        Borrow Me a Quarter, a feasibility study of prepaid case management for 
                        chronic recidivist alcoholics, [1985?].
                        A study prepared by Richard P. Neuner and David J. Schultz, 
                        published by the Minnesota Institute of Public Health, and funded 
                        in part by the Department of Human Services.
                        Chemical Dependency Inpatients and Outpatients: Intake Characteristics 
                        and Treatment Outcome, January 1983 - January 1986, [1986?].
                        Children Who Abuse Chemicals: 1991 Report to the Legislature on the 
                        Inhalant Abuse Demonstration Project and Chemical Dependency 
                        Treatment for Children Under 14 Years of Age, February 1991.
                        The Cost of Chemical Use Assessments of Convicted Felons in 
                        Costs of Clients Served and Per Diem Costs, January 1981.
                        Current Perspectives on Chronic Alcoholism: Implications for Social 
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<td>Dual Disability Services Final Report, July 15, 1981.</td>
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<td>Executive Summary: Evaluation Findings of the Chemical Dependency Outcome Project, May 1981.</td>
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<td>Governing Regulations for the Treatment of Chemical Dependency and Mental Illness: A Comparative Profile, 1982.</td>
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<td>Human Resource Analysis of Chemical Dependency Programs, October 31, 1981. 2 folders.</td>
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<td>The Impact of Two Day Jail Sentences for Drunk Drivers in Hennepin County, Minnesota: Final Report, October 1984.</td>
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<td>The Licensing or Credentialing of Chemical Dependency Counselors in Minnesota: Report to the Legislature, January 31, 1992.</td>
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<td>Minnesota Chemical Dependency Five Year Plan, March 1977.</td>
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<td>Minnesota DWI Driving Clinic Study, February 1981.</td>
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Researching Mass Media Prevention Messages: A Study of Seventh and Eighth Graders in the State of Minnesota, [1979].

Residential Care study, 1979.


SFY 1984 Alcohol-Drug Abuse Block Grant Spending Plan, March 1, 1983.


Statewide Services Program Monitor proposal, 1980.

Third Party Resources for Chemical Dependency Treatment in Minnesota: A Statewide Services Report, [ca. 1980?].

Unit of Cost Program Components, February 1981.

Working Papers for CDPD Advisory Plan, [1979].

**Community Social Service Act, 1979-1980**

The Community Social Service Act (CSSA) was enacted in 1979 (Minn. Stat. 1979 s256E.01). The act provides that services defined as “community social services” are to be administered by the boards of county commissioners under the supervision of the Commissioner of Public Welfare. The county boards, rather than the Department of Public Welfare, now fund or operate chemical dependency programs and received the authority to enter into purchase of service agreements with private agencies. The Department of Public Welfare was responsible for developing and enforcing guidelines for chemical dependency services and personnel.

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Correspondence, 1979-1980. 2 folders.


Guidelines for Preparation of the Community Social Services Plan, January 1980.

Consolidated Chemical Dependency Treatment Fund, 1985-1992

This proposal, developed in 1985, combines a number of separate existing state accounts for chemical dependency treatment, including: medical assistance, general assistance medical care, state hospital chemical dependency programs, and state and federal grant funds for chemical dependency. Under this proposal, chemical dependency treatment funds would be allocated to counties and Indian reservations based on a population and income based formula. Those funds would be matched at a certain percentage by the counties. Each county would be responsible for assessment and referral of their clients. Some funds were also set in a “reserve fund” for Indian reservations. All licensed agencies providing covered services would be reimbursed using a system similar to that of the medical assistance program. Chemical dependency services mandated and funded under the Community Social Service Act (CSSA) would not be covered by the CDTF. The 1985 bill did not pass. A rider was placed on the Omnibus Health, Welfare, and Corrections budget bill calling for “a study of methods for implementing a consolidated chemical dependency treatment fund.” The idea of consolidation of services and expenses was revived in 1990.

Location    Box
               Proponents for the Consolidated Chemical Dependency Treatment Fund, 1985.
               Consolidated Chemical Dependency Treatment Fund Study Group:
                Minutes, August - September 1985.
"Governor’s Bill,” 1974-1981

The “Governor’s Bill” (Minn. Stat. 1976 c125) is “an act relating to treatment for alcohol and drug abuse; providing for programs of intervention and treatment for employees, Native Americans, and underserved groups; providing funding for detoxification programs, half-way houses, and nonresidential programs; appropriating money; amending Minnesota Statues 1974, Section 254A.02, Subdivision 1, and by adding subdivisions; and Chapter 254A, by adding sections.” The bill and act are called the “Governor’s Bill” because it was developed in response to Governor Anderson’s Program on Drug and Alcohol Abuse. The stated intent of the program was to “develop a capability to intervene in the early stages…” of alcoholism and other drug abuse problems…“with special emphasis on purchasing services from the private sector.”

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<td>Discussion of the bill’s intent, guidelines, and implementation, December 1, 1975.</td>
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<td>Grant awards letters, April 5, 1979.</td>
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<td>Guidelines for the chemical dependency bill (draft), April 8, 1976.</td>
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<td>Progress reports, 1974-1977. 3 folders.</td>
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<td>RFP [for] evaluation, data, and reporting system, 1976.</td>
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<td>Results of Program Services January 1977, [February 1977?].</td>
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<td>Results of Program Services February 1977, March 25, 1977.</td>
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<td>Results of Program Services May 1977, June 30, 1977.</td>
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Treatment Programs:

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Projects and Grants, 1976-1990

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<td>Ambulatory detoxification study:</td>
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<td>Ambulatory Detoxification Model (grant 33209), November 15, 1978.</td>
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<td>Correspondence, proposal, and grant agreement, 1977-1978.</td>
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<td>Outpatient Detox Final Report (grant 22360), December 1, 1978.</td>
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<td>Minnesota Prevention Resource Center:</td>
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<td>Multi Resource Centers, Inc.:</td>
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<td>Forecasting Section of the Second Year Report of the Statewide Chemical Use Related Problem Monitoring/Reporting System (grant 17984), June 29, 1979.</td>
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University of Minnesota grant proposal: *Developing Appropriate Chemical Dependency Treatment Approaches for Clients with Mental Health and Mental Retardation Problems*, 1978-1979. 2 folders.


This group of files consists mainly of grant agreement attachment A and year end reports from agencies receiving block grants. It also contains a small quantity of correspondence. More extensive files relating to treatment programs for Native Americans are available in the Native Americans programs records series (catalogued separately).

Ah-Gwah-Ching (Lakeside Chemical Dependency Center), 1984-1985.
Aitkin County, 1984.
Becker County, 1984.
Breakaway (grant 89666), 1984-1986.
Clay County, 1984.
Clearwater County, 1984.
Crow Wing County, 1984-1985.
Fergus Falls State Hospital, 1985.
Fountain Lake (grant 89811), 1984-1985.
Hennepin County, 1984-1986.
Hubbard County Social Service Center, 1984-1985.
Itasca County, 1984.
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Lower Sioux Chemical Dependency Outreach Program, 1984-1986.
Lyon County, 1984-1985.
Minneapolis American Indian Center, 1984-1985.
Minneapolis Health Department, 1984-1985.
Minneapolis Public Schools, 1984-1985.
Minnesota Indian Women’s Resource Center (MIWRC), 1985.
Minnesota Institute on Black Chemical Abuse, 1984-1986.
Moorhead State University, 1985.
Northland Mental Health Center, 1984.
St. Louis County, 1984-1985.
St. Paul Urban Indian Health Board HORIZON program, 1985.
Scott County, 1984-1986.
University of Minnesota, 1985.
Willmar State Hospital, 1985.

Chemical dependency services block grants, 1987-1990.

  - Episcopal Community Services/Center School, 1988-1989. 2 folders.

Fond du Lac Reservation, 1988-1989. 2 folders.
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Institute on Black Chemical Abuse, 1988-1989. 2 folders.
Leech Lake Reservation, 1988-1989. 3 folders.
Minneapolis American Indian Center, 1988-1989. 2 folders.
Minneapolis Health Department, 1988-1989.
Minneapolis Public Schools, 1988-1989. 2 folders.

133.B.10.4F | 14 |

Minnesota Indian Primary Residential Treatment Center, Inc., 1988-1989. 3 folders.

133.B.10.5B | 15 |

University of Minnesota, College of Pharmacy, 1988-1990. 2 folders.
University of Minnesota, Minnesota Indian Alcohol Institute, 1988-1989.
Subject Files, 1973-1992

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Data privacy case (Star Tribune versus Department of Human Services), 1990-1991. 2 folders.
Department of Corrections, 1980-1981.
Marijuana:
- Memorandum to Rudy Perpich, 1974-1975.
- *The Use of Marijuana in Minnesota*, 1975.
Medical Assistance waivers under section 2176, 1982-1983.
- Correspondence and reports on treatment, rehabilitation centers, and regulations for prescribing a methadone treatment program.

Minnesota Chemical Dependency Association, Black Chemical Abuse Section: Final Report of Research Findings and Conference Results, September 1975.
Minnesota Chemical Health Association meeting information and newsletters, 1981-1982.
Minnesota Social Services Agency (MSSA) chemical dependency planning workshop, 1980.
Oral Examination Board membership (Margaret B. Peake), 1977.
Location   Box
127.B.9.10F  10 Prevention program planning:

The CDPD director arranged meetings with leaders in various fields to solicit opinions on the direction of the state plan concerning prevention programs.

Criminal justice [dinner meeting with judges], July 23, 1981.
Enforcement [lunch with law enforcement], December 23, 1981.
Higher education [dinner with higher education], August 19, 1981.
Labor [dinner with Governor and labor leaders], May 13, 1981.
Medical effort [dinner with physicians], November 12, 1981.

Includes correspondence with the Medical Task Force on the Prevention of Chemical Use Problems.

Senate chemical dependency study, 1978.
Session summaries, 1992.
State Planning Agency: State health plan draft, 1980. 3 folders.
Statistical reports, 1979-1983. 2 folders.
Statistical reports on halfway houses and detoxification centers, 1976.

**National Institute on Drug Abuse (NIDA), 1974-1982**

The United States Department of Health, Education, and Welfare, pursuant to P.L. 92-255 s501, funded research and statistical analysis of chemical dependency treatment programs through the National Institute on Drug Abuse (NIDA). NIDA also sponsored the Statewide Service Grants which funded chemical dependency services in each state, and developed the Integrated Drug Abuse Reporting Process (IDARP), an automated system for tracing client statistics, services, and finances; a component of their Drug/Alcohol Management Information System (ADMIS).

Location   Box
Application requirements, undated.
Correspondence, 1980-1981.

*Demonstration of Goal Attainment Scaling as a New Treatment Technique in Outpatient Drug Abuse Programs* submitted to NIDA by the Multi Resource Center, Inc., October 1, 1979. 2 folders.
Hennepin County Department of Mental Health, Mental Retardation, Chemical Dependency: Fiscal Year 1977 Year End Report [on NIDA funded programs], September 1977.
<table>
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| 127.B.9.10F  | 10  | Integrated Drug Abuse Reporting Process (IDARP):  
In 1974, the CDPD entered into a contract with NIDA to implement IDARP. NIDA and NIAAA provided the systems specifications and standardizations of terms and forms for this automated tracking system for services, clients, and finances.  
Associate director’s/project director’s correspondence, 1974-1975.  
Correspondence, 1974-1977. 3 folders.  
Contracts, 1974-1976.  
Contract correspondence, 1974-1975. 1 folders |
Contract reports, 1975-1978. 5 folders.  
Leech Lake Outpatient Program: NIDA application (draft), 1979.  
Service Reporting System by Multi Resource Center, Inc., commissioned by NIDA (contract 271-78-2505, project 79-A23A), [ca. 1980?].  
State drug abuse prevention coordinator demonstration program proposal and grant application to NIDA, 1979.  
Statewide Services Grant, 1979-1982:  
Correspondence, 1979-1982. 2 folders.  
Hennepin County response for Statewide Services Grant consideration, June 1979. 2 folders.  
Statewide services grant proposal, 1980. 4 folders.  
Statewide services grant proposal, 1982. 2 folders.  
Site visit reports, 1980-1982. 4 folders. |
National Institute on Alcohol Abuse and Alcoholism (NIAAA), 1975-1982

Federal funding for chemical dependency treatment and prevention programs is allocated to each state through the United States Department of Health, Education, and Welfare via the National Institute on Alcohol Abuse and Alcoholism (NIAAA) pursuant to Public Law 91-616, 84 Stat.1848. NIAAA administered the grants governed by the Uniform Alcoholism and Intoxication Treatment Act.

Location    Box
127.B.9.12F  12  


Letters of approval, 1980.


*Social Policy Primary Prevention Research Project* grant proposal submitted to NIAAA by the Minnesota Institute on Black Chemical Abuse, July 1979.

Youth Treatment Conference on Teenage Alcohol Abuse, October 1982.

Uniform Alcoholism and Intoxication Treatment Act:

The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment, and Rehabilitation Act (P.L. 91-616) and its amendments of 1974 (P.L. 93-282) authorizes special grants for implementation of the Uniform Alcoholism and Intoxication Treatment Act. These grants are for the specific purpose of assisting states which have adopted, at minimum, the basic provisions of the Uniform Act in their efforts to approach alcohol abuse and alcoholism from a community care standpoint.

An Assessment of the Progress in Implementing the State Plan for Alcoholism by Major Goal and Objective Achievement from FY 72 Through FY 77, July 31, 1978.


Grant awards file, 1975-1978. 1 folder.

Grant awards file, 1979-1980. 2 folders.

Site visit, 1976.


Treatment programs:


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- Minnesota Community Corrections Association (MCCA) (grant 45574-45575), 1979-1981.
- Mounds View Public Schools (grant 40103), 1979.
- Multi-Resource Center, Inc. (grant 44651-44652), 1979.
- Perspectives, Inc. (grant 32242-32243; 45145-45146), 1978-1980.
- University of Minnesota (grant 32406-32407), 1978.
  
  Grant request for continuation of the statewide computer access information system.

- Zumbrota Valley Mental Health Center (grant 32209), 1978.