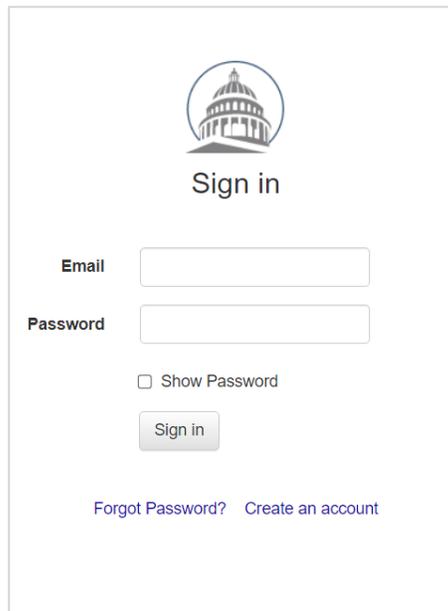


Step by Step Instructions to Submit a Letter for CA AB 1412 (Hart) Pretrial Diversion Bill for Borderline Personality Disorder

1. **Download and Update the Emotions Matter, Inc. Letter Template** by customizing all highlighted areas. The template can be found here:
(INSERT LINK)
2. Once the letter is updated, **download the updated/customized template** to your computer.
3. Go to the **California Position Letter Portal:**
<https://calegislation.lc.ca.gov/Advocates/>
4. **Create an account-** You will find this at the bottom right corner of the Sign In Section




Sign in

Email

Password

Show Password

[Forgot Password?](#) [Create an account](#)

5. **Answer the Registration Questions.** Here is how to answer registration questions:

REGISTRATION STATUS: Are you a registered lobbyist? **Answer:**
NO

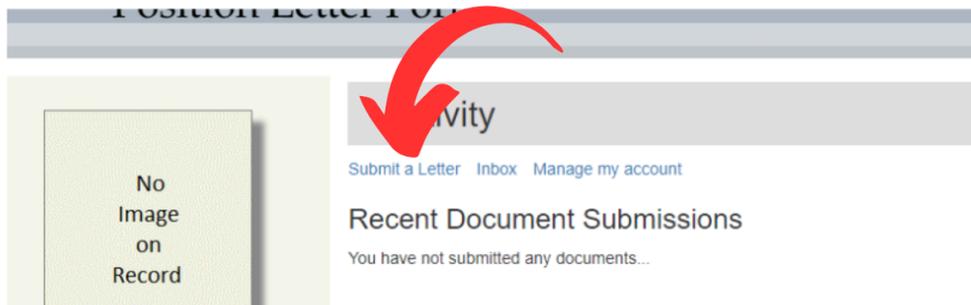
ORGANIZATION STATUS: Do you represent an organization,
registered or otherwise?

Answer NO-

Answer YES- If you are from an organization

ORGANIZATION DETAILS: Enter- Emotions Matter and click
“Emotions Matter Inc.” when the drop down appears.

6. Click “Proceed”
7. **Fill out your personal information and choose your password security** question and answer.
8. Click “Register”
9. **After your registration is complete, you will be sent an email** (to the email address you used to register) with your username and temporary password.
10. **Go back to the browser with the California Legislature Portal** or go back to the website: <https://calegislation.lc.ca.gov/Advocates/> , type in your username (email address) and **copy/paste the temporary password** from the email you just received.
11. **Create your own password** once you are brought to the account setup page. Follow the instructions for your password and click “Change Password”
12. Welcome to your activity homepage- You are now ready to submit your letter.
13. **Click on “Submit letter”** located at the top right of your activity Homepage.



- In the **Select a Bill section**, Measure is **AB**. Type in **1412**. Keep the Session Type as Regular.

Select a Bill

Measure :

Session Type :

- Click "Search"

- This should pop up once you hit search:

Bill	Subject	Author
AB 1412	Pretrial diversion: borderline personality disorder.	Hart

Bill Version Date	Bill Version
©2023-02-17	Introduced

- Click "Next"

- SUBMIT LETTER AS:** If you are submitting a letter as Emotions Matter select "EMOTIONS MATTER INC. If you are submitting a letter as an individual select "YOURSELF"

- This screen will appear (see below), click "Next → Select File"

AB 1412 is currently in the Assembly

Committee

Author Staff

Committee(s) :
Assembly Committees
 Public Safety

Author Staff not available for letters submitted on behalf of an individual.

Next → Select File

20. FOR STANCE: Click “Support”
21. FOR SUBJECT LINE (Copy and paste): ***Supporting AB1412 Pretrial Diversion for Borderline Personality Disorder***
22. Under Letter Section: Choose the file (letter template you just customized and downloaded) you wish to download.
23. Click “Review”
24. Click “Submit”.
25. Click on this <https://forms.gle/ePY1tADsy5c2fySAA> to inform Emotions Matters and National Education Alliance for Borderline Personality Disorder to let us know that you completed the form.