

*Example-one* for each law enforcement officer  
MEMORANDUM OF UNDERSTANDING  
between  
(*County Name*) County START Program  
and  
(*Law Enforcement Agency Name*)

The (*Law Enforcement Agency Name*) will support and participate in (*County Name*) County START. Our participation will be governed by this Memorandum of Understanding. Specifically, our agency will:

- Participate in the county-wide evaluation and planning processes
- Provide manpower, on an availability basis to START's educational outreach programs, reactive, and proactive patrols and other law enforcement strategies designed to reduce or prevent underage drinking and underage drinking parties
- Provide intelligence and input in locating and preventing parties and developing a knowledge base of party spots and party hosts.
- Work with START and other regional partners in reducing underage drinking
- Participate in the Teen Alcohol Safety Program (TASP) Database by conducting research in that database prior to issuance of any underage drinking tickets and by entering, in a timely manner, any tickets issued for underage alcohol infractions. **START FUNDING WILL NOT BE PAID TO ANY AGENCIES THAT FAIL OR REFUSE TO USE THE TASP DATABASE.**

---

Printed Name/Title

---

Signature and date

## Instructions for Accessing the TASP Database

1. Go to the Attorney General's Website at <http://www.atg.state.vt.us>
2. At the bottom left of the page click on "**TASP Database**"
3. Under the Additional Information section, click on "**More additional information**"
4. Then click on **TASP Documentation** (pdf, 416k)

This document will provide you with step-by-step instructions for accessing and using the TASP Database and provides contact information for help with this system.

**It is important that enforcement agencies enter ticket information into the TASP Database within 5 days and deliver the tickets to the local Court Diversion Program promptly. The Diversion Program cannot enroll the minor in the Teen Alcohol Safety Program without the ticket.**