In this Public Information effort, Intergroups and groups have a number of options, including, but not limited to, assembling packets of information for mailing or personal distribution, preparing flyers, open meetings, events, and free public information forums (media such as TV, radio, websites, newspapers, phone directories, etc.).

PACKETS OF INFORMATION

ACA Information Packets can be assembled from ACA WSO Conference Approved literature, which has been written and reviewed by the fellowship. An ACA Information Packet may include one or several items, as the group can afford, such as a Fellowship Text, an ACA Twelve Step Workbook, tri-folds such as “Am I An Adult Child,” “ACA Essentials,” “ACA Is…” and/or booklets such as the “Identity Papers” and “Newcomer’s Booklet”. ACA Conference Approved Literature is available from the ACA WSO website: www.adultchildren.org

Note: So that packets are not discarded, it may be a good idea in some cases to first send a letter or an email to the prospective recipient to confirm that they are interested in receiving ACA complementary information.

If mailing an ACA Information packet, a cover letter should accompany it that introduces the sender, gives the reason for the correspondence, and asks the recipient to please consider distributing the enclosed items to their network of colleagues or posting them in their places of business. Depending on the group’s resources, they can offer to send more packets upon request, or direct the recipient to contact ACA WSO to purchase additional items. A sample cover letter is provided in this tri-fold.

If presenting an ACA Information Packet in person, an introductory conversation might start with the fact that ACA is an independent Twelve Step and Twelve Tradition program for those raised in an alcoholic or otherwise dysfunctional family. ACA suggests to its members that they read ACA literature, attend ACA meetings, and practice ACA’s Twelve Steps and Twelve Traditions. ACA members learn to re-parent themselves with gentleness, humor, love and respect. ACA members aim to achieve wholeness and have an awakening of their spirit. ACA does not align itself with any religions, programs, or philosophies, and does not accept any outside donations.

Please find enclosed complementary samples of ACA literature that you are invited to copy and disseminate to your colleagues and clients as you deem appropriate. If you would like more information or to purchase additional materials, please visit www.adultchildren.org. We hope this information is useful to you, your colleagues, and those you serve. Thank you for your time.

Sincerely,

A service by (a local ACA meeting or Intergroup) of Adult Children of Alcoholics®/Dysfunctional Families

We are writing on behalf of a (local meeting or Intergroup) of Adult Children of Alcoholics®/Dysfunctional Families (ACA, aka ACoA) because of your program’s focus and the possible aid that ACA may give the people you work with and serve.

Founded in 1978, ACA is an independent Twelve Step, Twelve Tradition program of recovery for adults raised in alcoholic or otherwise dysfunctional families. For more than 40 years, ACA has helped adults raised in dysfunctional families heal from their past and live responsibly as adults.

To familiarize you with the ACA program, allow us to highlight a few core ACA concepts and beliefs:

• ACA believes that children are infected with the disease of alcoholism or family dysfunction during their childhoods, and they recreate the effects in their adult lives. Children in these kinds of families acquire a model for external and internal addiction which they act out in their adult lives.

• The impact of alcoholism or family dysfunction is multi-generational. A child who is exposed to traumatic childhood experiences presents a false self to the world to feel safe and buries the True Self to survive the terrorizing onslaught.

• As adults, when confronted with adult situations, they unconsciously regress to a stage in their childhoods. Thus, the ACA literature discusses such topics as alcoholism, external and internal addiction, generational dysfunction, PTSD, dissociation, dependency, codependency, grieving, depression, obsessive compulsions, Abused Children: An Adult’s Guide to Understanding and Untangling, molestation, and regression as some of the consequences of being raised in an alcoholic or otherwise dysfunctional family.

ACA members take responsibility for their lives and do not blame their circumstances on their caregivers or childhood experiences. The only requirement for ACA membership is the individual’s desire to recover from the effects of being raised in an alcoholic or otherwise dysfunctional family. ACA suggests to its members that they read ACA literature, attend ACA meetings, and practice ACA’s Twelve Steps and Twelve Traditions. ACA members learn to re-parent themselves with gentleness, humor, love and respect. ACA members aim to achieve wholeness and have an awakening of their spirit. ACA does not align itself with any religions, programs, or philosophies, and does not accept any outside donations.

Please find enclosed complementary samples of ACA literature that you are invited to copy and disseminate to your colleagues and clients as you deem appropriate. If you would like more information or to purchase additional materials, please visit www.adultchildren.org. We hope this information is useful to you, your colleagues, and those you serve. Thank you for your time.

Sincerely,

A service by (a local ACA meeting or Intergroup)

Encl.: Complementary ACA Literature.
THE TWELVE TRADITIONS OF ACA

TRADITION ONE: Our common welfare should come first, personal recovery depends on ACA unity.

TRADITION TWO: For our group purpose there is but one ultimate authority – a loving God as expressed in our group conscience. Our leaders are but trusted servants, they do not govern.

TRADITION THREE: The only requirement for membership in ACA is a desire to recover from the effects of growing up in an alcoholic or otherwise dysfunctional family.

TRADITION FOUR: Each group is autonomous except in matters affecting other groups or ACA as a whole. We cooperate with all other Twelve Step programs.

TRADITION FIVE: Each group has but one primary purpose – to carry its message to the Adult Child who still suffers.

TRADITION SIX: An ACA group ought never endorse, finance, or lend the ACA name to any related facility or outside enterprise, lest problems of money, property, and prestige divert us from our primary purpose.

TRADITION SEVEN: Every ACA group ought to be fully self-supporting, declining outside contributions.

TRADITION EIGHT: Adult Children of Alcoholics should remain forever non-professional, but our service centers may employ special workers.

TRADITION NINE: ACA, as such, ought never be organized, but we may create service boards or committees directly responsible to those they serve.

TRADITION TEN: Adult Children of Alcoholics has no opinion on outside issues; hence the ACA name ought never be drawn into public controversy.

TRADITION ELEVEN: Our public relations policy is based on attraction rather than promotion; we maintain personal anonymity at the level of press, radio, TV, films, and other public media.

TRADITION TWELVE: Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles before personalities.

As our fellowship reemerges, Intergroups and groups want to share our life-giving message with other Adult Children in their communities. While there is probably no greater way of carrying the message than to personify our program in our personal actions, reaching out to other Adult Children through public information is a very important aspect of ACA service that we can provide so that others may recover from the effects of growing up in an alcoholic or otherwise dysfunctional family. We would recommend, therefore, that before undertaking this activity, the individuals doing this service work assure themselves that they have taken the Twelve Steps and have a firm understanding of the Twelve Traditions. A list of the Traditions follows for easy reference.

ACA PUBLIC INFORMATION SERVICE

This tri-fold is intended to give ACA Intergroups and ACA groups guidance on providing information about ACA to the general public. This brief overview is not meant to be exhaustive. There are as many ways of disseminating information publicly as there are ways of carrying the ACA message individually. We hope that the information given here will provide some general ideas and guidelines that will allow our Intergroups and groups to carry out this important ACA service. If you happen upon a unique set of circumstances, please remember that your group’s autonomy is limited by any actions that may affect other ACA groups or ACA as a whole. Let your informed group’s conscience be your guide.

ACA’s Eleventh Tradition states:

“Our public relations policy is based on attraction rather than promotion; we maintain personal anonymity at the level of press, radio, TV, films, and other public media.” Our Fifth Tradition tells us “Each group has but one primary purpose – to carry its message to the adult child who still suffers.”

The Twelve Traditions are reprinted and adapted with permission of Alcohols Anonymous World Services, Inc.