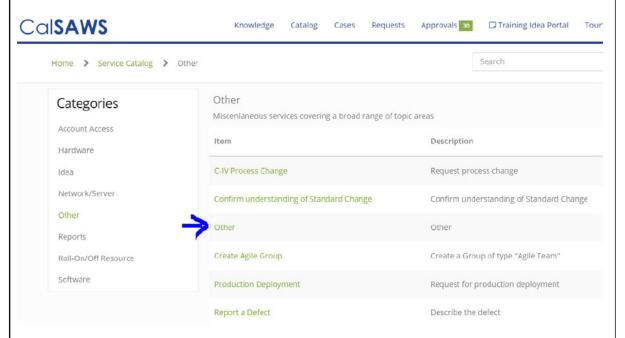
oxtimes Calsaws DD	&I C-IV M&O CalWIN M&O LRS M&E
Distribution Date	: August 27, 2021
То:	PPOC 40, Consortium.RegionalManagers.All; Consortium.Sectiondirectors; sternbergs@calsaws.org; Tombakianh@calsaws.org; IPOC.All
CIT Name: From:	CalSAWS Delegated User Administration Portal User Access for BenefitsCal CalSAWS Project
	ers and PPOCs, please forward to the appropriate impacted staff in your county:
C4Yourself	
(Including any step-by-step instructions)	Purpose The purpose of this CIT is to request counties to review the current list of County Delegated Administrative Users who have access to the CalSAWS Delegated Administration Portal and determine if additional users are required to be provisioned access for BenefitsCal. Background The CalSAWS Project has created and released a CalSAWS Delegated Administration Portal in ForgeRock (CalSAWS Identity Provider). ForgeRock governs all identity and access management functions (login, user management, permissions, etc.) for the CalSAWS application, including BenefitsCal. The Delegated Administration Portal enables County delegated personnel to create, update, review or disable CBO Organizations and CBO Managers within BenefitsCal. Within the Delegated Administration Portal, designated County personnel will be able to perform following operations within their respective Counties to facilitate CBO administration activities:

- Create new CBO users or CBO Organizations in the Delegated Administration Portal so they may access BenefitsCal
- Read/view CBO user and their role memberships, and CBO Organization
- Update CBO user and CBO Organization information and CBO role memberships
- Disable CBO users no longer requiring any BenefitsCal application access

County Delegated personnel will have visibility only over users in their own county.

Additional Information

The current list of County Delegated Administrators who may perform the above actions is located. Please determine if any other users are required to perform the aforementioned functions as outlined above. If additional users are identified, please submit a ServiceNow ticket by **September 08, 2021**. To request for Delegated Administration Portal access, submit a Service Request under the category "Other" and enter the details in the description field (screenshot below).



A training document titled "Community Based Organization Access Request" will be made available in CalSAWS LMS on Friday, 08/20/21. This document will provide an overview of the end-to-end process flow for creating, updating, reviewing or disabling CBO Organizations and CBO Managers using the County Delegated Administrative tool.

Primary Project Contact: (Name, phone number, email address) Mike Tombakian 916-230-1351

Tombakianh@calsaws.org

Backup Project Contact: (Name, phone Sam Sternberg 310-426-5104

SternbergS@calsaws.org

number, email address)	
Attachments:	None
Web Portal Link:	OR You may also retrieve the CIT document and attachments by following these steps: 1. Click on the CRFIs & CITs link at the top of the page. 2. Click on the "CalSAWS Information Transmittal (CIT)" folder. 3. Click on the "2021" folder. 4. Click on the appropriate CIT # folder.

CalSAWS | Information Transmittal