

**Attachment 8:**  
**Sample Survey Review Guide**

## A GUIDE FOR REPORTING THE FOUR CORE MEASURES

**Survey Name: Sample Drug Free Communities (DFC) Core Measures Survey**

**DFC Approval Status: Approved**

See the chart below for the approval status of each survey item.

The following pages provide details on approved core measure items and how to enter data for each question; if you cannot calculate the data as recommended, please reach out to the DFC National Evaluation Team. If you have any questions or to request more detailed feedback, please contact the team at [DFC\\_Evaluators@icfi.com](mailto:DFC_Evaluators@icfi.com) or 1-(877) 854-0731.

| DFC Core Measures                                                                                                                                                                                                       |         |         |           |                    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|-----------|--------------------|
|                                                                                                                                                                                                                         | Alcohol | Tobacco | Marijuana | Prescription Drugs |
| Past 30-Day Use                                                                                                                                                                                                         | ✓+      | ✓+      | ✓+        | ✓+                 |
| Perception of Risk                                                                                                                                                                                                      | ✓+      | ✓+      | ✓+        | ✓+                 |
| Perception of Peer Disapproval                                                                                                                                                                                          | ✓+      | ✓+      | ✓+        | ✓+                 |
| Perception of Parental Disapproval                                                                                                                                                                                      | ✓+      | ✓+      | ✓+        | ✓+                 |
| STOP ACT Core Measures                                                                                                                                                                                                  |         |         |           |                    |
|                                                                                                                                                                                                                         | Alcohol |         |           |                    |
| Perception of Risk                                                                                                                                                                                                      | S       |         |           |                    |
| Attitude Toward Peer Use                                                                                                                                                                                                | S       |         |           |                    |
| <b>✓+</b> A ✓+ indicates that this item is approved and data can be entered into Progress Report.                                                                                                                       |         |         |           |                    |
| <b>S</b> An S indicates that this item is approved for STOP Act Grantees and data can be entered into Progress Report. <u>If the DFC grantee is not a STOP Act grantee, they are not required to submit these data.</u> |         |         |           |                    |
| <b>X</b> An X indicates that this item is NOT approved and data can NOT be entered into Progress Report. See the sample survey at the end of this guide for recommended phrasing of approved core measure items.        |         |         |           |                    |

### NOTES:

- If you make additions/changes to core measure items on your survey based on this feedback, you must resubmit the survey in order to receive approval for the revisions. You will not be able to enter data into Progress Report for any item marked with an X in the above table until you revise the item and resubmit your survey.
- A survey review guide with more in-depth feedback, including explanations for the approval status of each item, is available upon request from the DFC National Evaluation Team.

## A GUIDE FOR REPORTING THE FOUR CORE MEASURES

### PAST 30-DAY USE

Follow these *Data Instructions* on how to report the total sample size (Step 2) and percentage of youth who report **30-day use** (Step 3) for each substance. Then, enter results into Progress Report. Percentages are entered into Progress Report as whole numbers, rather than decimals (e.g., enter 13.1, instead of 0.131, to represent 13.1%).

For each substance, calculate total sample size and percentage of youth SEPARATELY by:

- Grade (e.g., for all 6<sup>th</sup> graders, all 7<sup>th</sup> graders, all 8<sup>th</sup> graders, etc.)
- Gender (e.g., for all male youth, all female youth)

| Substance          | Item Number | Approval Status | Data Instructions                                                                                                                   |                                                                                                                            |                                                                                                                                                                            |
|--------------------|-------------|-----------------|-------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                    |             |                 | Step 1: Number of 30-Day Users                                                                                                      | Step 2: Total Sample Size                                                                                                  | Step 3: Percentage of 30-Day Users                                                                                                                                         |
| Alcohol            | II. 1       | ✓+              | Sum up the number of 30-day users of alcohol, options b through g ( <b>30-day users</b> = # who chose options b+ c + d + e + f + g) | Sum up the number of youth who responded to the item ( <b>total sample size</b> = # who chose <u>any</u> response option ) | Calculate the percentage of respondents who are users by dividing the sum from Step 1 by the sum from Step 2, then multiplying by 100 ( <b>((Step 1 ÷ Step 2) × 100)</b> ) |
| Tobacco            | II. 2       | ✓+              | <b>30-day users</b> = # who chose options c + d + e + f + g + h                                                                     | <b>Total sample size</b> = # who chose <u>any</u> response option                                                          | <b>Percentage of 30-Day Users</b> = (Step 1 ÷ Step 2) × 100                                                                                                                |
| Marijuana          | II. 3       | ✓+              | <b>30-day users</b> = # who chose option a                                                                                          | <b>Total sample size</b> = # who chose <u>any</u> response option                                                          | <b>Percentage of 30-Day Users</b> = (Step 1 ÷ Step 2) × 100                                                                                                                |
| Prescription Drugs | II. 4       | ✓+              | <b>30-day users</b> = # who chose option a                                                                                          | <b>Total sample size</b> = # who chose <u>any</u> response option                                                          | <b>Percentage of 30-Day Users</b> = (Step 1 ÷ Step 2) × 100                                                                                                                |

## A GUIDE FOR REPORTING THE FOUR CORE MEASURES

### PERCEPTION OF RISK

Follow these *Data Instructions* on how to report the total sample size (Step 2) and percentage of youth who report **MODERATE** or **GREAT risk** responses (Step 3) for each substance. Then, enter results into Progress Report. Percentages are entered into Progress Report as whole numbers, rather than decimals (e.g., enter 13.1, instead of 0.131, to represent 13.1%).

For each substance, calculate total sample size and percentage of youth SEPARATELY by:

- Grade (e.g., for all 6<sup>th</sup> graders, all 7<sup>th</sup> graders, all 8<sup>th</sup> graders, etc.)
- Gender (e.g., for all male youth, all female youth)

| Substance                        | Item Number | Approval Status | Data Instructions                                                                                                                                |                                                                                                                           |                                                                                                                                                                               |
|----------------------------------|-------------|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                  |             |                 | Step 1: Number of MODERATE or GREAT Risk Responses                                                                                               | Step 2: Total Sample Size                                                                                                 | Step 3: Percentage of MODERATE or GREAT Risk Responses                                                                                                                        |
| Alcohol<br>(5+ drinks 1-2x/week) | III. 1      | ✓+              | Sum up the number of youth who chose response options MODERATE or GREAT risk ( <b>MODERATE or GREAT risk</b> = # who responded to options c + d) | Sum up the number of youth who responded to the item ( <b>total sample size</b> = # who chose <u>any</u> response option) | Calculate the percentage of MODERATE or GREAT risk responses by dividing the sum from Step 1 by the sum from Step 2, then multiplying by 100 ( <b>Step 1 ÷ Step 2 × 100</b> ) |
| Tobacco<br>(1+ packs a day)      | III. 2      | ✓+              | <b>MODERATE or GREAT risk</b> = # who responded to options c + d                                                                                 | <b>Total sample size</b> = # who chose <u>any</u> response option                                                         | <b>Percentage of 30-Day Users</b> = (Step 1 ÷ Step 2) × 100                                                                                                                   |
| Marijuana<br>(1-2x/week)         | III. 3      | ✓+              | <b>MODERATE or GREAT risk</b> = # who responded to options c + d                                                                                 | <b>Total sample size</b> = # who chose <u>any</u> response option                                                         | <b>Percentage of 30-Day Users</b> = (Step 1 ÷ Step 2) × 100                                                                                                                   |
| Prescription Drugs               | III. 4      | ✓+              | <b>MODERATE or GREAT risk</b> = # who responded to options c + d                                                                                 | <b>Total sample size</b> = # who chose <u>any</u> response option                                                         | <b>Percentage of 30-Day Users</b> = (Step 1 ÷ Step 2) × 100                                                                                                                   |

## A GUIDE FOR REPORTING THE FOUR CORE MEASURES

### PERCEPTION OF PEER DISAPPROVAL

Follow these *Data Instructions* on how to report the total sample size (Step 2) and percentage of youth who report **VERY WRONG** or **WRONG** responses (Step 3) for each substance. Then, enter results into Progress Report. Percentages are entered into Progress Report as whole numbers, rather than decimals (e.g., enter 13.1, instead of 0.131, to represent 13.1%).

For each substance, calculate total sample size and percentage of youth SEPARATELY by:

- Grade (e.g., for all 6<sup>th</sup> graders, all 7<sup>th</sup> graders, all 8<sup>th</sup> graders, etc.)
- Gender (e.g., for all male youth, all female youth)

| Substance          | Item Number | Approval Status | Data Instructions                                                                                                                          |                                                                                                                           |                                                                                                                                                                              |
|--------------------|-------------|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                    |             |                 | Step 1: Number of VERY WRONG or WRONG Responses                                                                                            | Step 2: Total Sample Size                                                                                                 | Step 3: Percentage of VERY WRONG or WRONG Responses                                                                                                                          |
| Alcohol            | V. 1        | ✓+              | Sum up the number of youth who chose response options VERY WRONG or WRONG ( <b>VERY WRONG or WRONG</b> = # who responded to options a + b) | Sum up the number of youth who responded to the item ( <b>total sample size</b> = # who chose <u>any</u> response option) | Calculate the percentage of VERY WRONG or WRONG responses by dividing the sum from Step 1 by the sum from Step 2, then multiplying by 100 ( <b>(Step 1 ÷ Step 2) × 100</b> ) |
| Tobacco            | V. 2        | ✓+              | <b>VERY WRONG or WRONG</b> = # who responded to options a + b                                                                              | <b>Total sample size</b> = # who chose <u>any</u> response option                                                         | <b>Percentage of 30-Day Users</b> = (Step 1 ÷ Step 2) × 100                                                                                                                  |
| Marijuana          | V. 3        | ✓+              | <b>VERY WRONG or WRONG</b> = # who responded to options a + b                                                                              | <b>Total sample size</b> = # who chose <u>any</u> response option                                                         | <b>Percentage of 30-Day Users</b> = (Step 1 ÷ Step 2) × 100                                                                                                                  |
| Prescription Drugs | V. 4        | ✓+              | <b>VERY WRONG or WRONG</b> = # who responded to options a + b                                                                              | <b>Total sample size</b> = # who chose <u>any</u> response option                                                         | <b>Percentage of 30-Day Users</b> = (Step 1 ÷ Step 2) × 100                                                                                                                  |

## A GUIDE FOR REPORTING THE FOUR CORE MEASURES

### PERCEPTION OF PARENTAL DISAPPROVAL

Follow these *Data Instructions* on how to report the total sample size (Step 2) and percentage of youth who report **VERY WRONG** or **WRONG** responses (Step 3) for each substance. Then, enter results into Progress Report. Percentages are entered into Progress Report as whole numbers, rather than decimals (e.g., enter 13.1, instead of 0.131, to represent 13.1%).

For each substance, calculate total sample size and percentage of youth SEPARATELY by:

- Grade (e.g., for all 6<sup>th</sup> graders, all 7<sup>th</sup> graders, all 8<sup>th</sup> graders, etc.)
- Gender (e.g., for all male youth, all female youth)

| Substance          | Item Number | Approval Status | Data Instructions                                                                                                                          |                                                                                                                           |                                                                                                                                                                              |
|--------------------|-------------|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                    |             |                 | Step 1: Number of VERY WRONG or WRONG Responses                                                                                            | Step 2: Total Sample Size                                                                                                 | Step 3: Percentage of VERY WRONG or WRONG Responses                                                                                                                          |
| Alcohol            | IV. 1       | ✓+              | Sum up the number of youth who chose response options VERY WRONG or WRONG ( <b>VERY WRONG or WRONG</b> = # who responded to options a + b) | Sum up the number of youth who responded to the item ( <b>total sample size</b> = # who chose <u>any</u> response option) | Calculate the percentage of VERY WRONG or WRONG responses by dividing the sum from Step 1 by the sum from Step 2, then multiplying by 100 ( <b>(Step 1 ÷ Step 2) × 100</b> ) |
| Tobacco            | IV. 2       | ✓+              | <b>VERY WRONG or WRONG</b> = # who responded to options a + b                                                                              | <b>Total sample size</b> = # who chose <u>any</u> response option                                                         | <b>Percentage of 30-Day Users</b> = (Step 1 ÷ Step 2) × 100                                                                                                                  |
| Marijuana          | IV. 3       | ✓+              | <b>VERY WRONG or WRONG</b> = # who responded to options a + b                                                                              | <b>Total sample size</b> = # who chose <u>any</u> response option                                                         | <b>Percentage of 30-Day Users</b> = (Step 1 ÷ Step 2) × 100                                                                                                                  |
| Prescription Drugs | IV. 4       | ✓+              | <b>VERY WRONG or WRONG</b> = # who responded to options a + b                                                                              | <b>Total sample size</b> = # who chose <u>any</u> response option                                                         | <b>Percentage of 30-Day Users</b> = (Step 1 ÷ Step 2) × 100                                                                                                                  |

## A GUIDE FOR REPORTING THE FOUR CORE MEASURES

### STOP ACT: PERCEIVED RISK OF REGULAR ALCOHOL USE and ATTITUDE TOWARD PEER ALCOHOL USE

\*These items are required for STOP Act grantees ONLY\*

Follow these *Data Instructions* on how to report the total sample size (Step 2) and percentage of youth (Step 3) for each STOP Act measure. Then, enter results into Progress Report. Percentages are entered into Progress Report as whole numbers, rather than decimals (e.g., enter 13.1, instead of 0.131, to represent 13.1%).

For each measure, calculate total sample size and percentage of youth SEPARATELY by:

- Grade (e.g., for all 6<sup>th</sup> graders, all 7<sup>th</sup> graders, all 8<sup>th</sup> graders, etc.)
- Gender (e.g., for all male youth, all female youth)

| Measure                               | Item Number | Approval Status | Data Instructions                                           |                           |                                                                 |
|---------------------------------------|-------------|-----------------|-------------------------------------------------------------|---------------------------|-----------------------------------------------------------------|
|                                       |             |                 | Step 1: Number of MODERATE or GREAT Risk Responses          | Step 2: Total Sample Size | Step 3: Percentage of MODERATE or GREAT Risk Responses          |
| Perceived Risk of Regular Alcohol Use | --          | X               | Do NOT enter data                                           |                           |                                                                 |
| Measure                               | Item Number | Approval Status | Data Instructions                                           |                           |                                                                 |
|                                       |             |                 | Step 1: Number of SOMEWHAT or STRONGLY DISAPPROVE Responses | Step 2: Total Sample Size | Step 3: Percentage of SOMEWHAT or STRONGLY DISAPPROVE Responses |
| Attitude Toward Peer Alcohol Use*     | --          | X               | Do NOT enter data                                           |                           |                                                                 |

**\*Note:** In addition, alternative items have been approved for Perception of Risk for alcohol use and Perception of Peer Disapproval of alcohol use. Specifically, DFC grantees may collect either the DFC core measures or the STOP Act core measures for these items. Grantees may also collect both pieces of information but are not required to do so.



## Drug Free Communities (DFC) Recommended Core Measure Items

### II. 30-DAY USE

|                                                                                         | Yes                      | No                       |
|-----------------------------------------------------------------------------------------|--------------------------|--------------------------|
| During the past 30 days did you drink one or more drinks of an alcoholic beverage?      | <input type="checkbox"/> | <input type="checkbox"/> |
| During the past 30 days did you smoke part or all of a cigarette?                       | <input type="checkbox"/> | <input type="checkbox"/> |
| During the past 30 days have you used marijuana or hashish?                             | <input type="checkbox"/> | <input type="checkbox"/> |
| During the past 30 days have you used prescription drugs <i>not prescribed to you</i> ? | <input type="checkbox"/> | <input type="checkbox"/> |

### III. PERCEPTION OF RISK

|                                                                                                                                                                                                          | No Risk                  | Slight Risk              | Moderate Risk            | Great Risk               |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| How much do you think people risk harming themselves physically or in other ways when they have five or more drinks of an alcoholic beverage once or twice a week?                                       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| How much do you think people risk harming themselves physically or in other ways if they smoke one or more packs of cigarettes per day?                                                                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| How much do you think people risk harming themselves physically or in other ways if they smoke marijuana once or twice a week?                                                                           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| How much do you think people risk harming themselves physically or in other ways if they use prescription drugs that are not prescribed to them?                                                         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>Required for STOP Act Grantees only: How much do you think people risk harming themselves (physically or in other ways) if they take one or two drinks of an alcoholic beverage nearly every day?</i> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

### IV. PERCEPTION OF PARENTAL DISAPPROVAL

|                                                                                                                         | Not at all wrong         | A little bit wrong       | Wrong                    | Very wrong               |
|-------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| How wrong do your parents feel it would be for you to have one or two drinks of an alcoholic beverage nearly every day? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| How wrong do your parents feel it would be for you to smoke tobacco?                                                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| How wrong do your parents feel it would be for you to smoke marijuana?                                                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| How wrong do your parents feel it would be for you to use prescription drugs not prescribed to you?                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |



| V. PERCEPTION OF PEER DISAPPROVAL                                                                                       |                          |                          |                          |                          |
|-------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|                                                                                                                         | Not at all wrong         | A little bit wrong       | Wrong                    | Very wrong               |
| How wrong do your friends feel it would be for you to have one or two drinks of an alcoholic beverage nearly every day? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| How wrong do your friends feel it would be for you to smoke tobacco?                                                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| How wrong do your friends feel it would be for you to smoke marijuana?                                                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| How wrong do your friends feel it would be for you to use prescription drugs not prescribed to you?                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| VI. ATTITUDE TOWARD PEER USE                                                                                                                           |                                |                          |                          |                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|--------------------------|--------------------------|--------------------------|
|                                                                                                                                                        | Neither Approve nor Disapprove | Somewhat Disapprove      | Strongly Disapprove      | Don't know or can't say  |
| <i>Required for STOP Act Grantees only: How do you feel about someone your age having one or two drinks of an alcoholic beverage nearly every day?</i> | <input type="checkbox"/>       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |