

Survey of State Underage Drinking Prevention Policies and Practices

Supporting Statement

B. Collections of Information Employing Statistical Methods

1. Respondent Universe and Sampling Methods

STOP Act Annual State Survey

The respondent universe includes all 50 states and the District of Columbia. The STOP Act mandates that the State Report include data for each of the 50 states. SAMHSA assumes that Congress intended to include the District of Columbia, which is typically included in such surveys to promote inclusion of policies and programs that affect U.S. citizens. For example, the data from APIS that will supplement the *State Survey* includes District of Columbia underage drinking legal policies.

Policy Academy Evaluation

The respondent universe includes participants in the *Policy Academy*, the coaches, and coaches in training.

“Talk. They Hear You.” Parents’ Night Out Evaluation

The respondent universe includes all participants of PNO events that are held as part of the evaluation. This includes parents, caregivers, and community members who attend a PNO event held by a local school or community organization. Requests for participation will be distributed to members of SAMHSA’s network of local prevention organizations, focused on partners in regions that have not implemented PNO previously.

2. Information Collection Procedures

STOP Act Annual State Survey

A letter with a link to the *State Survey* will be sent to each state governor’s office and the Office of the Mayor of the District of Columbia. The Governor’s letter includes the name of the previously designated STOP Act *Survey* contact and requests confirmation of that designee or assignment of a new contact. Based on past experience in administering the *Survey*, it is anticipated that the governors will designate staff from state agencies that have access to the requested data (typically State Alcohol Beverage Control [ABC] agencies and State Substance Abuse Program agencies).

SAMHSA will provide both telephone and electronic technical support to state agency staff and will emphasize that the states are only expected to provide data that are readily available and are not required to provide data that has not already been collected. SAMHSA will regularly monitor the states’ responses to the *Survey*. Emails offering technical support and a reminder of the deadline will be sent to each *Survey* contact on a weekly basis. At week 6, emails and phone calls

will be made to those state agencies that have not completed the *Survey* to identify any roadblocks they are facing and to attempt to define a timeline for completion.

Data entered by state agencies will be available to SAMHSA electronically and will be downloaded into Excel spreadsheets.

Policy Academy Evaluation

All surveys in the Policy Academy are collected via an online survey tool (Qualtrics). Participants are provided links immediately after the training/coaching event. Data are aggregated and summarized monthly for rapid cycle feedback.

The focus groups will be held in-person, when possible, or virtually as needed. In-person focus groups will be held when the cohort is already convening for an intensive in-person workshop – no additional travel or time is required for this data collection activity.

“Talk. They Hear You.” Parents’ Night Out Evaluation

After selecting sites and local partnering organizations, SAMHSA will take the following procedures to collect data for the *PNO Evaluation*. SAMHSA will work with the local prevention organization and administrators from the selected sites to coordinate the administration of the pre-test and post-test surveys online for parents and caregivers and/or community partners who attended a PNO event. The survey will be created in Qualtrics, where participants can respond online from their computer or mobile device, allowing both virtual and in-person participants quick access. Any survey data submitted online will be downloaded into Excel spreadsheets and made available for data analysis.

3. Methods to Maximize Response Rates

STOP Act Annual State Survey

In the past 12 years in which the *State Survey* has been administered, SAMHSA has had a 100 percent completion rate. Thus, there is no need to develop methods to maximize the response rate.

Policy Academy Evaluation

Policy Academy Evaluation surveys and the focus group are administered as part of the curriculum to ensure a higher response rate. Participants are provided links and QR codes immediately following the training or coaching call, and participants are sent email reminders to complete the survey 3 and 7 business days after the event. Participants are sent links to the baseline, 12-month, and 18-month follow up surveys and sent reminders 7 and 10 business days after the links are sent if not completed.

“Talk. They Hear You.” Parents’ Night Out Evaluation

To ensure maximum participation in the PNO Evaluation survey, the presenter of the PNO event will display a slide with a QR code linking to the survey and encourage participants to complete the survey during the event. Additionally, any follow-up communication from the host will include the survey link.

4. Tests of Procedures

STOP Act Annual State Survey

The *State Survey* has been administered for 12 years now and the procedures originally set out have been operating smoothly; thus there has been no need for testing of additional procedures.

Policy Academy Evaluation

The *Policy Academy Evaluation* surveys will be tested internally before being administered to the target audience. Testers will assess the ease of completion, length of time to answer all questions and ensure no duplication between other data collection sources.

“Talk. They Hear You.” Parents’ Night Out Evaluation

The PNO evaluation survey will be tested internally before being administered to the target audience. Testers will assess the ease of completion, length of time to answer all questions and ensure no duplication between other data collection sources.

The survey will be distributed via email to participants in the PNO evaluation to align with other communication during the evaluation.

5. Statistical Consultants

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