Assessment of the *Communities Talk Prevent Alcohol and Other Drug Misuse* Initiative

Supporting Statement

B. Statistical Methods

B.1 Respondent Universe and Sampling Methods

For the Organizer Survey, the respondent universe consists of community-based organizations (CBOs) and institutions of higher education (IHEs) that received a stipend to conduct at least one annual *Communities Talk* event/activity (activity) in their community. The sampling method for this instrument is described below.

Organizer Survey (Initial)

The Organizer Survey will be collected via a convenience sampling of CBOs and IHEs that registered and received a stipend to conduct a *Communities Talk* activity (N=500), with the expectation of achieving 400 completed surveys. SAMHSA has collaborated with National Prevention Network (NPN) members of each state, U.S. territories, and the District of Columbia for the past nine rounds of events (2006-present) to identify CBOs and IHEs in their respective state to organize at least one activity. Along with NPN members, SAMHSA invites other entities including federal agencies and national collaborating organizations (NCOs) to identify CBOs and IHEs to organize activities. Once SAMHSA receives recommendations, it provides CBOs and IHEs with an invitation to host a *Communities Talk* activity. The CBOs and IHEs then register online and confirm their participation. The CBOs and IHEs are provided with information about obtaining a planning stipend from SAMHSA to conduct a prevention activity in their community and resources to assist in planning and implementing an activity. They are also notified that a convenience sample of CBOs and IHEs will be selected to complete the Organizer Survey about their completed activity. The survey is web-based.

The CBOs and IHEs agree to conduct at least one *Communities Talk* activity in their respective communities, and it is solely up to the CBO or IHE as to whether it will conduct more than one activity, since this is often based upon resources and funding. The information collected on the Organizer Surveys will be used to document the activities, determine if the activities lead to additional activities within communities that are aimed at preventing and reducing substance misuse, identify what these activities may include, and help to plan for future rounds of *Communities Talk* activities.

B.2 Information Collection Procedures

Organizer Survey (Initial)

After the *Communities Talk* activities, the point of contact at each CBO or IHE that hosted an activity will be e-mailed instructions on how to access the Organizer Survey (see Attachment C) and a deadline by which to complete the survey. The coded survey will be provided through a web-based survey system, such as Voxco. As respondents complete each page of the survey and click ***Next***, data entered will be automatically saved. The respondents will be allowed to return to the survey until the last question is answered. Once the survey is completed (i.e., the last question is answered), CBOs and IHEs will not be allowed to go back into the survey to make changes. Organizers who do not complete

the Organizer Survey by the deadline will be sent a reminder e-mail requesting them to complete the survey by another defined date (see Attachment F).

B.4 TESTS OF PROCEDURES

The updated Organizer Survey was sent to three individuals from organizations that hosted a 2019 *Communities Talk* activity. These individuals were asked to identify any questions that they did not understand or thought they would not be able to answer. They were also asked to report the amount of time it took them to complete the instrument. Those individuals easily understood all of the questions, and no questions were identified as being difficult to answer. Based on the review of comments, no changes were made to the instrument. In light of this input and the simple, straightforward nature of the testing procedures, pretesting is not necessary.

B.5 STATISTICAL CONSULTANTS

The following individuals provided statistical consultation in development of the surveys and data collection methodology:

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List of Attachments

1. Organizer Survey
2. ICF IRB Exempt Approval
3. Organizer Survey Email Invitation