

GASPS Needs Assessment Report Format

Community Name:

Person Completing Form:

Completion Date:

In order to fulfill the each of the requirements from the SPF Community Plan Guidance Document, utilize the guiding questions presented below

Section 1: Introduction

Provide a brief description of your community (limit to one page). Some points to consider in your introduction include

Section 2: Introduction:

- A. Please describe the demographics of the area. Which geographic location(s) will your initiative target? Does the data that you collected suggest that a specific demographic population is impacted more than others?
- B. What is the community's general vision for substance abuse prevention activities? How will this initiative tie into the other prevention efforts taking place in that community?
- C. Between what grades do we see the biggest increase in underage drinking? Where do we see the biggest increase in binge or heavy drinking? What other major life events occur at this time that may help facilitate this transition?
- D. Do alcohol preferences differ between gender? What male or female subgroups are impacted mostly by this issue? How does this impact substance abuse prevention planning efforts?
- E. Using race and ethnicity as a proxy, what cultural differences encourage or discourage underage, binge or heavy drinking in the community? How must planning efforts be altered to encompass cultural norms?
- F. Should various locations receive more or less focus due to the differential consumption patterns? How can geographic disparities be eliminated through partnership and collaboration?
- G. What are the top locations where individuals between the ages of 9 - 25 report drinking in my community? Are these locations more public or private? What additional partners will be required to address underage, binge or heavy drinking in these common locations? Do these locations co-exist with other consequences such as drinking and driving or poor academic achievement?
- H. How do the majority of individuals ages 9 – 25 report getting alcohol?
- I. Based upon your community data, other than youth, who might your community need to

target in order to reduce alcohol access and binge drinking? Reduce the early onset?
Reduce binge and heavy drinking?

Section 3

Section 4: Findings/Results....

Section 2: Needs Assessment of Influencing Factors Underlying Underage and Binge/Heavy Drinking

Using an array of appropriate epidemiological, student survey, and other data, describe the influencing factors underlying underage drinking in your community. Influencing factors may be risk and protective factors, contributors, causal factors, or other issues that increase the likelihood of underage alcohol consumption, particularly past 30-day use, alcohol access and binge drinking among ages 9-25. This section of the community plan should include:

- A. How many data indicators that represent local influencing factors for access, underage, binge or heavy drinking were used by your community for assessment and prioritization? Influencing factors can include the following: Retail Availability, Social Availability, Enforcement and Adjudication, Social and Community Norms, Pricing, Promotion and Low Perceived Risk. Discuss concerns around each of the identified influencing factors ensuring to label each one individually. What knowledge gaps and/or data gaps were identified when compiling the local influencing factors? Briefly describe the influencing factors in your community.
- B. What were the criteria used for data analysis and prioritization (e.g., magnitude, time trend, relative comparison, severity, etc.) on which decisions were based?
- C. What were the methods used during the assessment of the community's influencing factors including the selection, collection, organization, and review? How were local stakeholders involved in the process? Who was responsible for the collection and presentation of the influencing factors?
- D. What are the patterns of underage, binge or heavy drinking in your community? What are the differential patterns of consumption among the ages 9 - 25 populations? Include graphs and tables where appropriate.

Please provide, in addition to the narrative account, an appendix that provides a visual account (i.e., photographic representation) of what underage, binge or heavy drinking "looks like" in your community.

Section 3: Community Readiness Assessment

Provide a description of the process and results of the Community Partner Institute Community Prevention Readiness Index interviews conducted in the community. In particular, please include in this section the following elements:

- A. What was the process used for selecting participants and conducting the Community Readiness Index key informant interviews? What steps were taken to ensure optimal representation of perspectives throughout the community?
- B. Include a summary report of the Community Readiness interview results as an appendix, and including summary scores across participants (overall) and by sector for the 12 questions across the domains assessed:
- Conceptual Clarity
 - Policy Development
 - Strategic Planning
 - Networking
 - Evaluation
 - State/Local Collaboration
 - Technical Assistance
 - Funding Commitment
 - Program Models
 - Data
 - Leadership
 - Educational Support
- C. How will the findings from the Community Readiness Assessment interviews be applied to the SPF process to guide substance abuse prevention efforts at the local level? How will the findings increase community readiness to comprehensively address access to alcohol, age of onset, binge or heavy drinking? How will the findings be applied to sustain local efforts and outcomes?

Section 4: Community Capacity Assessment

Using appropriate data and information, describe the organizational capacity in place to support your community's substance prevention efforts. This component should incorporate:

- A. What are the formal prevention supports and/or infrastructures in place, in terms of personnel, resources, and systems? Examples include coalitions, prevention providers, youth-serving organizations, and other community partnerships.
- B. What are the informal prevention supports and/or infrastructures in place, in terms of personnel, resources, and systems? Examples include resources, community assets, and social capital.
- C. How effective are these existing resources, supports, and infrastructure?
- D. What are the notable gaps in your community's prevention supports/ infrastructure?
- E. Beyond the community partnership's efforts and involvement of key community leaders, what is the capacity of the community as a whole to address underage, binge or heavy drinking?

Section 5: Rationale and Description of Goal(s) and Priority Influencing Factors

Provide and discuss the criteria used and key decisions made in the process of identifying the selected goal(s) and priority influencing factors for onset, access, binge or heavy drinking that your community will be focusing on through the GASPS initiative to Reduce Underage Drinking. Your description should include:

- A. Regarding the three state goals: 1. Reduce the early onset of alcohol use among 9-20 year olds 2. Reduce access to alcohol and binge drinking among 9-20 year olds 3. Reduce binge and heavy drinking among 18-25 year olds, what was the process used to determine which goal(s) your initiative will address? What community stakeholders (individuals and group, i.e., subcommittee) were involved in the effort? What additional criteria impacted the prioritization considerations (e.g., community readiness or capacity, existing resources, etc.)?
- B. What was the process used to organize and prioritize local influencing factors underlying onset, access, binge or heavy drinking? What community stakeholders (individuals and group, i.e., subcommittee) were involved in the effort? What additional criteria impacted the prioritization considerations (e.g., community readiness or capacity, existing resources, etc.)?
- C. What are the priority influencing factors to be addressed through the GASPS initiative to reduce onset, access, and binge or heavy drinking that were identified through the assessment and prioritization process? What key decisions were made to complete this list?
- D. Based upon the priority influencing factors, what are some of the identified target populations? Are there specific geographic areas that will be targeted based upon the priority influencing factors?

Section 6: Attachments

Include as attachments to the above narrative all worksheets from the following locations and additional attachments:

- Brainstorming Influencing Factors Worksheets
- Summary Table only of Community Prioritization Worksheet
- Visual Representation of Underage Drinking or Binge and Heavy Drinking in your Community

Creating a Visual Summary

Communities are also required to provide a video slide show or picture collage of what underage drinking looks like in their locale. The purpose of this visual summary is to assist in telling the story of what is driving underage drinking or binge/heavy drinking in your community and the current barriers faced to prevent those issues. Communities should focus on the prioritized influencing factors and provide a visual account. For example, if a community identifies Social Norms encouraging underage drinking as a priority, then sample visuals might include local community fairs where

alcohol is readily available. If a community identifies Promotion of alcohol as a priority then sample visuals might include photos of billboards or convenience stores with high levels of alcohol promotion. Visuals should not show underage individuals participating in illegal activities. Instead, communities are encouraged to focus on the environment where these activities occur and the influencing factors driving them.

- Score Sheets from Community Readiness Interviews