

SPF SIG One-on-One Interview Guide

*****PLEASE DETACH THIS SHEET AND SUBMIT IT TO MIKKI MARUSKA*****

Electronically at Michele.Maruska@state.mn.us or by mail at PO Box 64977 Saint Paul, MN 55164

Interview completed by: _____ Interview date: _____

Participant Background

Note: Please complete as much of this information as possible before meeting with the participant and please wait to update any remaining information until the end of the interview.

Name: _____

Community represented: _____

Organizational affiliation: _____

Home phone number: _____

Work phone number: _____

E-mail address: _____

Preferred contact method: _____

Please copy the participant's responses to the following questions from the interview:

Was this participant familiar with SPF SIG prior to the interview? Yes No

Is this participant interested in becoming involved with the Advisory Council? Yes No

Would this participant like more information about the SPF SIG? Yes No

In what ways would this participant be willing to help in the SPF SIG efforts?

Are there other people who this participant thinks could be involved in the SPF SIG?

Name	Organization	Email address/Phone number
_____	_____	_____
_____	_____	_____
_____	_____	_____

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Which community do you feel you represent? _____

Introduction

Thank you for taking the time to talk with me today! I am here to talk to you today on behalf of the Minnesota Strategic Prevention Framework State Incentive Grant (SPF SIG) Advisory Council. First, I would like to give you some information about this interview and the Strategic Prevention Framework, and then I would like to learn more about what you think about this project's goals.

The Minnesota Department of Human Services Alcohol and Drug Abuse Division was awarded a grant to use a research-based public health model to prevent alcohol and drug use across the state. The grant is specifically intended to fund community-based, alcohol and drug prevention efforts, and cannot be used for chemical dependency assessments or treatment. Minnesota received the grant in 2009 and spent the first couple of years gathering information, deciding what to focus on, and planning for working with communities. In 2011, Minnesota funded eight communities across the state to use the same public health model used by the state.

As we enter the final year of our grant, Minnesota would like to provide some prevention training and support to communities that were not funded. In order to provide the most effective support possible with the limited resources available, we would like to learn more about the specific alcohol and drug **prevention** needs of different communities and what training or individual support would be the most helpful. You were identified by a member of the Advisory Council as a key community member in [community] to talk to about possible training and support opportunities.

Our Advisory Council will use the information you and other community members give us to help guide our planning for training and support through the end of the grant. Your thoughts will be shared with our community evaluator from Wilder Research and the Department of Human Services, for the purposes of planning and follow-up. Your name will not be included with your responses and your information will be stored in a secure location. Don't worry if you don't feel you are an expert on these issues, I just want to hear your opinions. Do you have any questions before we start?

Interview questions

First, I would like to learn what you think about alcohol or drug prevention in [community].

- 1) Using a scale from 1 to 5, with 1 being "not at all important" and 5 being "very important," how important is addressing alcohol or drug use in your community **to you**?

1 – Not at all important 2 3 4 5- Very Important

- a. Please tell me why you chose that rating.

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- 2) Using a scale from 1 to 5, with 1 being “not at all important” and 5 being “very important,” how important do you think addressing alcohol or drug use is to **most leaders** in your community?

1 – Not at all important 2 3 4 5- Very Important

a. Please tell me why you chose that rating.

- 3) Are there any particular cultural considerations or needs related to alcohol or drug prevention in your community?

- 4) Please tell me about the strengths and resources you think your community already has in place that would help efforts to reduce alcohol or drug use.

- 5) What do you see as barriers to reducing alcohol or drug use in your community?

- 6) What do you want to see happen in alcohol or drug prevention in your community in the future?

Now, I would like to learn what you think about potential training or individual support opportunities for your community.

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- 7) Are there specific substances, such as alcohol, marijuana, prescription drugs, tobacco, heroin/opiates, meth, synthetic drugs, or other drugs that you think your community would be particularly interested in learning more about? (*PROBE: Are there any specific drugs, including alcohol, which you think cause the most problems in your community?*)

- 8) How interested do you think your community would be in learning more about the following alcohol or drug prevention topics?

	Very interested	Somewhat interested	Not interested
a. Understanding the differences between prevention and treatment of alcohol and drug abuse.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Noticing and stopping risky behavior.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Understanding what works and what doesn't work in prevention.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Promoting healthy activities instead of using alcohol or drugs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Learning how the brain works in alcohol or drug prevention.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Using social media in prevention (e.g. Facebook, YouTube).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Identifying culturally-specific prevention programs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Adapting evidence-based (or research-based) programs for my community.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Strategic planning for alcohol or drug prevention.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Building prevention coalitions (or groups of people working on alcohol or drug prevention).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. Keeping prevention coalitions working.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l. Grant writing (or writing proposals) for prevention programs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m. Fundraising for prevention programs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n. Using and changing laws, policies, and regulations for alcohol and drug prevention.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
o. Evaluating alcohol or drug prevention programs and activities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
p. Promoting or publicizing prevention programs or activities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
q. Gathering data about my community's prevention needs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
r. Understanding and using data for community prevention work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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- 9) What other alcohol or drug prevention topics would your community be interested in learning more about?

- 10) What would be the best way for getting information about these topics to your community? (*PROBE: For example, do you think statewide trainings, local trainings, webinars, written materials, online or web-based resources, or other approaches would be most effective?*)

- 11) What would be the best way to let members of your community know about the opportunities that are available?

- 12) What would make members of your community more likely to engage in opportunities that are available?

- 13) What key groups or individuals do you think should be involved in alcohol or drug prevention efforts in your community? (*PROBE: Would you like any training or advice to help you reach these individuals or groups?*)

- a. Would you like any training or advice to help you reach these individuals or groups?

No

Yes → Please specify which groups: _____

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14) Is there anything else that the Strategic Prevention Framework Advisory Council and training planners should know about working with your community?

Before we finish, I would like to ask you about your interest in the Strategic Prevention Framework group I discussed in the beginning of this conversation.

	Yes	No
15) Were you familiar with the Strategic Prevention Framework State Incentive Grant before this interview?	<input type="checkbox"/>	<input type="checkbox"/>
16) Are you interested in becoming involved with the Strategic Prevention Framework Advisory Council?	<input type="checkbox"/>	<input type="checkbox"/>
17) Would you like more information about the Strategic Prevention Framework project?	<input type="checkbox"/>	<input type="checkbox"/>

18) Are there other people who you think could be involved in this project or do you have recommendations for additional people that we could talk to?

Name	Organization	Email address/Phone number
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19) Is there anything else you would like to share?

Thank you for your time!

[NOTE: The interview is complete. Please fill out the cover sheet, including any additional contact information and the responses to the questions 15-18 above. After you leave, please fill out the next sheet to compile your feedback.]

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INTERVIEW REFLECTIONS

As quickly as possible after the interview, please take a few minutes to reflect on the interview and respond to the questions below. Your responses to these questions will help you fill in the *Synthesis Form* later.

What were the common themes that came up during this interview?

What was most surprising?

What most closely fit with what you expected to hear?

What is new information?

What were the two or three most important things you learned?
