Category	Applicant Checklist
Problem Statement	□ Statement names only one problem behavior or condition □ Statement does not place blame □ Statement does not name solutions to the problem □ Statement is described in terms of a specific behavior or community condition □ Statement is measurable (meaning you can collect data that supports or refutes the statement).
Problem Data	□ **Two or more pieces of data** are provided to describe the problem (each piece of data from a different measure – e.g. survey question, and not all from same source – e.g. one survey) □ **ALL** data appear to be provided at the community-level (target community) □ **Each piece** of data provided serves as supporting evidence that the stated problem exists in the community (meaning it documents the behavior or condition described in the problem statement). □ A data source and baseline year of data collection are included for each piece of data provided
Root Cause Statements (But why?)	□ The coalition surfaced **2 root causes** that explain broadly why the problem is occurring in their community □ Together, the root causes surfaced provide a **COMPREHENSIVE** picture of why the problem is occurring in their community □ Each root cause statement names only one broad factor that explains, in part, why the problem exists □ Each root cause does not place blame or name solutions. □ Each root cause is measurable (meaning you can collect data that supports or refutes the root cause).

Root Causes Data	☐ **Two or more** pieces of data are provided to describe each root cause (each piece of data from a different measure – eg survey question, and not all from same source – eg one survey) ☐ **ALL** data appear to be provided at the community-level (target community) ☐ **EACH piece of data** provided serves as supporting evidence that the associated root cause exists in the community ☐ A data source and baseline year of data collection are included for each piece of data provided
Local Condition (But why here?) Statements	☐ For each stated root cause, the coalition surfaced **AT LEAST 2** local conditions that create an actionable picture of the unique context and settings contributing to the associated root cause ☐ Together, the local conditions surfaced provide a **COMPREHENSIVE** picture of how the associated root causes are occurring in their community ☐ **EACH** local condition statement is highly specific (describes a behavior or condition, not an attitude or perception or lack of resource), identifiable (occurs regularly in the community and can be measured), and actionable (action can be taken in order to change the particular behavior). ☐ **EACH** local condition statement names only one unique and specific feature of the community that describes how the associated root cause is occurring locally
Local Conditions Data	☐ **TWO or more** pieces of data are provided to describe each local condition (each piece of data from a different measure – eg survey question, and not all from same source – eg one survey) ☐ **ALL** data appear to be provided at the community-level (target community) ☐ **EACH piece of data** provided serves as supporting evidence that the associated local condition exists in the community ☐ **For each** local condition, the coalition has a sufficient amount of data to guide them in selecting appropriate strategies/interventions

	□ A data source and baseline year of data collection are included for each piece of data provided
Data Basics	□ At least one quantitative, one archival, and one qualitative data source were used to understand the problems □ A **variety** of data sources are used to understand the problems (only one of the three required sources can be a student survey) □ Overall, the timing of data collection (age of baseline data provided) is feasible for the coalition to have contributed to the outcomes they are highlighting (e.g. long-term outcomes need more time than intermediate outcomes) □ It seems feasible that the measures used for data collection can be tracked over time and the sampling and data collection methods used are appropriate for the type of data being collected. □ The data provided represent **a good cross-section of the target population** (e.g. youth data provided tracks multiple grades over time). The population measured in each piece of data reflects the population described in the problem statement/root cause/local condition it is associated with.
Strategies & Interventions	□ **EACH** local condition is addressed using a <u>comprehensive selection</u> of 5 of the 7 behavior change strategies: (1) Provide information, (2) Enhance skills, (3) Provide support, (4) Enhance access/reduce barriers, (5) Change consequences (incentives/disincentives), (6) Change physical design – if appropriate, and (7) Modify/change policies (2 environmental level strategies must be selected). □ Among the identified local conditions, **little or no repetition** is seen in the selection of interventions □ **EACH** local condition is addressed using a set of strategies and associated interventions that are **logically aligned with the data** describing that local condition □ Each intervention used by the coalition specifically targets the local condition.

	□ Your application demonstrates the ability to use local data from a variety of sources to select appropriate strategies/interventions for each local condition.
Overall Worksheets (Problem Overview & Data/Strategy/ Interventions)	□ The required worksheets present a **clear picture** of the coalition's problems, root causes, local conditions and how the coalition is addressing them □ The information presented is articulated in a way that is simple and <u>easy to understand</u> □ The required templates have **few or no** typographical and/or grammatical errors □ The problem statement, 2 root causes, and 4 local conditions all fit together cohesively and form a logical sequence of causes and effects. If the coalition successfully changed the presented local conditions and root causes, they would be able to change the stated problem.