# **ANNUAL SYNAR REPORT**

42 U.S.C. 300x-26 OMB № 0930-0222

**FFY 2014** 

**State:** New Jersey

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OMB No. 0930-0222

Expiration Date: 05/31/2016

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## INTRODUCTION

The Annual Synar Report (ASR) format provides the means for states to comply with the reporting provisions of the Public Health Service Act (42 U.S.C. 300x-26) and the Tobacco Regulation for the Substance Abuse Prevention and Treatment Block Grant (SABG) (45 C.F.R. 96.130 (e)).

## How the Synar report helps the Center for Substance Abuse Prevention

In accordance with the tobacco regulations, states are required to provide detailed information on progress made in enforcing youth tobacco access laws (FFY 2013 Compliance Progress) and future plans to ensure compliance with the Synar requirements to reduce youth tobacco access rates (FFY 2014 Intended Use Plan). These data are required by 42 U.S.C. 300x-26 and will be used by the Secretary to evaluate state compliance with the statute. Part of the mission of the Center for Substance Abuse Prevention (CSAP) is to assist states <sup>1</sup> by supporting Synar activities and providing technical assistance helpful in determining the type of enforcement measures and control strategies that are most effective. This information is helpful to CSAP in improving technical assistance resources and expertise on enforcement efforts and tobacco control program support activities, including state Synar program support services, through an enhanced technical assistance program involving conferences and workshops, development of training materials and guidance documents, and onsite technical assistance consultation.

## How the Synar report can help states

The information gathered for the Synar report can help states describe and analyze substate needs for program enhancements. These data can also be used to report to the state legislature and other state and local organizations on progress made to date in enforcing youth tobacco access laws when aggregated statistical data from state Synar reports can demonstrate to the Secretary the national progress in reducing youth tobacco access problems. This information will also provide Congress with a better understanding of state progress in implementing Synar, including state difficulties and successes in enforcing retailer compliance with youth tobacco access laws.

<sup>&</sup>lt;sup>1</sup>The term "state" is used to refer to all the states and territories required to comply with Synar as part of the Substance Abuse Prevention and Treatment Block Grant Program requirements (42 U.S.C. 300x-64 and 45 C.F.R. 96.121).

## Getting assistance in completing the Synar report

If you have questions about programmatic issues, you may call CSAP's Division of State Programs at (240) 276-2550 and ask for your respective State Project Officer, or contact your State Project Officer directly by telephone or email. If you have questions about fiscal or grants management issues, you may call the Grants Management Officer, Office of Financial Resources, Division of Grants Management, at (240) 276-1422.

### Where and when to submit the Synar report

The ASR must be received by SAMHSA no later than December 31, 2013 and must be submitted in the format specified by these instructions. Use of the approved format will avoid delays in the review and approval process. The chief executive officer (or an authorized designee) of the applicant organization must sign page one of the ASR certifying that the state has complied with all reporting requirements.

The state must upload one copy of the ASR using the online WebBGAS (Block Grant Application System). In addition, the following items must be uploaded to WebBGAS:

- FFY 2014 Synar Survey Results: States that use the Synar Survey Estimation System (SSES) must upload one copy of SSES Tables 1–5 (in Excel) to WebBGAS. States that do not use SSES must upload one copy of ASR Forms 1, 4, and 5, and Forms 2 and 3, if applicable, (in Excel) to WebBGAS.
- Synar Inspection Form: States must upload one blank copy of the inspection form used to record the result of each Synar inspection.
- Synar Inspection Protocol: States must upload a copy of the protocol used to train inspection teams on conducting and reporting the results of the Synar inspections.

Each state SSA Director has been emailed a login ID and password to log onto the Synar section of the WebBGAS site.

Additionally, the state must submit one signed original of the report (including the signed Funding Agreements/Certifications), as well as one additional copy of the signed Funding Agreements/Certifications, to the Grants Management Officer at the address below:

Grants Management Officer
Division of Grants Management
Office of Financial Resources
Substance Abuse and Mental Health Services Administration

## Regular Mail:

**Overnight Mail:** 

1 Choke Cherry Road, Rm.7-1091 Rockville, Maryland 20857 1 Choke Cherry Road, Rm.7-1091 Rockville, Maryland 20850

## FFY 2014: FUNDING AGREEMENTS/CERTIFICATIONS

The following form must be signed by the Chief Executive Officer or an authorized designee and submitted with this application. Documentation authorizing a designee must be attached to the application.

#### PUBLIC HEALTH SERVICES ACT AND SYNAR AMENDMENT

42 U.S.C. 300x-26 requires each state to submit an annual report of its progress in meeting the requirements of the Synar Amendment and its implementing regulation (45 C.F.R. 96.130) to the Secretary of the Department of Health and Human Services. By signing below, the chief executive officer (or an authorized designee) of the applicant organization certifies that the state has complied with these reporting requirements and the certifications as set forth below.

#### SYNAR SURVEY SAMPLING METHODOLOGY

The state certifies that the Synar survey sampling methodology on file with the Center for Substance Abuse Prevention and submitted with the Annual Synar Report for FFY 2014 is up-to-date and approved by the Center for Substance Abuse Prevention.

#### SYNAR SURVEY INSPECTION PROTOCOL

The state certifies that the Synar Survey Inspection Protocol on file with the Center for Substance Abuse Prevention and submitted with the Annual Synar Report for FFY 2014 is up-to-date and approved by the Center for Substance Abuse Prevention.

| State: New Jersey                                |                              |
|--|------------------------------|
| Name of Chief Executive Officer or Designee: Lyn | n A. Kovich                  |
| Signature of CEO or Designee:                    |                              |
| Title: Assistant Commissioner                    | <b>Date Signed:</b> 12/11/13 |

FFY: 2014 State: New Jersey

# **SECTION I: FFY 2013 (Compliance Progress)**

# YOUTH ACCESS LAWS, ACTIVITIES, AND ENFORCEMENT

42 U.S.C. 300x-26 requires the states to report information regarding the sale/distribution of tobacco products to individuals under age 18.

| 1. | access si<br>the last | ndicate any changes or additions to the state tobacco statute(s) relating to youth ince the last reporting year. If any changes were made to the state law(s) since reporting year, please attach a photocopy of the law to the hard copy of the d also upload a copy of the state law to WebBGAS. (see 42 U.S.C. 300x-26). |
|----|-----------------------|---|
|    | a.                    | Has there been a change in the minimum sale age for tobacco products?   |
|    |                       | ☐ Yes ⊠ No  |
|    |                       | If Yes, current minimum age: 19 20 21   |
|    | <b>b.</b>             | Have there been any changes in state law that impact the state's protocol for conducting <i>Synar inspections?</i>  |
|    |                       | ☐ Yes ⊠ No  |
|    |                       | If Yes, indicate change. (Check all that apply.)  Changed to require that law enforcement conduct inspections of tobacco outlets  Changed to make it illegal for youth to possess, purchase or receive tobacco  Changed to require ID to purchase tobacco  Other change(s) (Please describe.)                               |
|    | c.                    | Have there been any changes in state law that impact the following?   |
|    |                       | Licensing of tobacco vendors  |
|    |                       | Penalties for sales to minors Vending machines  Yes No No   |
| 2. | 42 U.S.C              | e how the Annual Synar Report (see 45 C.F.R. $96.130(e)$ ) and the state Plan (see C. $300x-51$ ) were made public within the state prior to submission of the ASR. all that apply.)  |
|    |                       | Placed on file for public review  |
|    | wh                    | Posted on a state agency Web site ( <i>Please provide exact Web address and the date the FFY 2014 ASR was posted to this Web address.</i> ) Posted on 12/3/13 at: p://www.state.nj.us/humanservices/providers/grants/public/index.html  |
|    |                       | Notice published in a newspaper or newsletter   |
|    |                       | Public hearing  |
|    |                       | Announced in a news release, a press conference, or discussed in a media interview  |
|    |                       | Distributed for review as part of the SABG application process  |
|    |                       | Distributed through the public library system   |
|    |                       | Published in an annual register   |

|    |      |      | Other (Please describe.) Discussed on 12/11/13 with the Mental Health Planning uncil  |
|----|------|------|---|
| 3. | Iden | tify | the following agency or agencies (see 42 U.S.C. 300x-26 and 45 C.F.R. 96.130).  |
|    |      | a.   | The state agency (ies) designated by the Governor for oversight of the Synar requirements:  |
|    |      |      | New Jersey Department of Human Services (DHS), Division of Mental Health and Addiction Services (DMHAS)   |
|    |      |      | Has this changed since last year's Annual Synar Report?   |
|    |      |      | ☐ Yes ⊠ No  |
|    |      | b.   | The state agency(ies) responsible for conducting random, unannounced Synar inspections:   |
|    |      |      | New Jersey Department of Health (DOH), Public Health Service Branch, Division of Family Health Services, Chronic Disease Prevention and Control Services, Office of Tobacco Control, Tobacco Age of Sale Enforcement      |
|    |      |      | Has this changed since last year's Annual Synar Report?   |
|    |      |      | ☐ Yes ⊠ No  |
|    |      | c.   | The state agency(ies) responsible for enforcing youth tobacco access law(s):  |
|    |      |      | New Jersey Department of Health (DOH), Public Health Service Branch, Division of Family Health Services, Chronic Disease Prevention and Control Services, Office of Tobacco Control, Tobacco Age of Sale Enforcement      |
|    |      |      | Has this changed since last year's Annual Synar Report?   |
|    |      |      | ☐ Yes ⊠ No  |
| 4. |      | •    | the following agencies and describe their relationship with the agency ible for the oversight of the Synar requirements.  |
|    |      | a.   | Identify the state agency responsible for tobacco prevention activities (the agency that receives the Centers for Disease Control and Prevention's National Tobacco Control Program funding).                             |
|    |      |      | New Jersey Department of Health (DOH), Public Health Service Branch, Division of Family Health Services, Chronic Disease Prevention and Control Services, Office of Tobacco Control, Tobacco Age of Sale Enforcement      |
|    |      | b.   | Has the responsible agency changed since last year's Annual Synar Report?  ☐ Yes ☐ No   |
|    |      | c.   | Describe the coordination and collaboration that occur between the agency responsible for tobacco prevention and the agency responsible for oversight of the Synar requirements. (Check all that apply.) The two agencies |

|    | <ul> <li>☐ Are the same</li> <li>☐ Have a formal written memorandum of agreement</li> <li>☐ Have an informal partnership</li> <li>☐ Conduct joint planning activities</li> <li>☐ Combine resources</li> <li>☐ Have other collaborative arrangement(s) (Please describe.)</li> </ul> |
|----|---|
| d. | Identify the state agency responsible for enforcing the youth access and advertising restrictions in the Family Smoking Prevention and Tobacco Control Act (the agency that is under contract to the Food and Drug Administration's Center for Tobacco Products (FDA/CTP)).         |
|    | New Jersey Department of Health (DOH), Public Health Service Branch, Division of Family Health Services, Chronic Disease Prevention and Control Services, Office of Tobacco Control   |
| e. | Has the responsible agency changed since last year's Annual Synar Report?  ☐ Yes ☐ No   |
| f. | Describe the coordination and collaboration that occur between the agency contracted with the FDA to enforce federal youth tobacco access laws and the  |
|    | agency responsible for oversight of the Synar requirements. (Check all that apply.) The two agencies:   |
|    | agency responsible for oversight of the Synar requirements. (Check all that   |
|    | agency responsible for oversight of the Synar requirements. (Check all that apply.) The two agencies:   |
|    | agency responsible for oversight of the Synar requirements. (Check all that apply.) The two agencies:  Are the same  Have a formal written memorandum of agreement  Have an informal partnership  |
|    | agency responsible for oversight of the Synar requirements. (Check all that apply.) The two agencies:  Are the same Have a formal written memorandum of agreement Have an informal partnership Conduct joint planning activities  |
|    | agency responsible for oversight of the Synar requirements. (Check all that apply.) The two agencies:  Are the same  Have a formal written memorandum of agreement  Have an informal partnership  |

|   | answer the following questions regarding youth access to tobacco law(s) in FFY 20 $e$ $))$ .  |                         |                |               |  |
|---|---|-------------------------|----------------|---------------|--|
| a.  | Which one of the following describes the tobacco laws carried out in your state?  |                         | •              | th access to  |  |
|   | ☐ Enforcement is conducted exclusively  | by local law            | enforcement ag | gencies.      |  |
|   | ☐ Enforcement is conducted exclusively  | by state agen           | cy (ies).      |               |  |
|   | Enforcement is conducted by both loc  | cal <i>and</i> state ag | gencies.       |               |  |
| b.  | b. The following items concern penalties imposed for all violations of state youth access to tobacco laws by <u>LOCAL AND/OR STATE LAW ENFORCEMENT AGENCIES</u> (this does not include enforcement of federal youth tobacco access <u>laws</u> ). Please fill in the number requested. If state law does not allow for an item, please mark "NA" (not applicable). If a response for an item is unknown, please mark "UNK." The chart must be filled in completely. |                         |                |               |  |
|   | PENALTY   | OWNERS                  | CLERKS         | TOTAL         |  |
| N   | Number of citations issued  | 32                      | 0              | 32            |  |
| N   | Number of fines assessed  | 23                      | 0              | 23            |  |
| N   | Number of permits/licenses suspended  | 0                       |                | 0             |  |
| N   | Number of permits/licenses revoked  | 0                       |                | 0             |  |
| C   | Other (Please describe.)  |                         |                |               |  |
| c.  | Which one of the following best describe youth access to tobacco laws carried or only.)   |                         |                |               |  |
|   | Enforcement is conducted only at thos survey.   | se outlets rand         | omly selected  | for the Synar |  |
|   | Enforcement is conducted only at a su the Synar survey.   | ibset of outlets        | s not randomly | selected for  |  |
|   | Enforcement is conducted at a combine Synar survey and outlets not randomle   |                         | •              |               |  |
| d. Did every tobacco outlet in the state receive at least one compliance check that included enforcement of the state youth tobacco access law(s) in the last year? |   |                         |                |               |  |
|   | ☐ Yes ⊠ No  |                         |                |               |  |
| e.  | What additional activities are conducte and compliance with state youth tobac   | •                       |                |               |  |
|   | <ul> <li>✓ Merchant education and/or training</li> <li>☐ Incentives for merchants who are in compliance checks in which compliant and noncompliant retailers are warned</li> </ul>  | nt retailers are        | given positive |               |  |

|    | <ul> <li>         ☐ Community education regarding youth access laws         ☐ Media use to publicize compliance inspection results     </li> </ul>  |
|----|---|
|    | Community mobilization to increase support for retailer compliance with youth   |
|    | access laws  Other activities (Please list.)  |
|    | Briefly describe all checked activities:  |
|    | 1. Merchant Education is provided by tobacco inspectors upon completion of the tobacco inspection. Unfortunately, due to lack of funding and non-participation of local health departments, there is no longer statewide merchant education.  |
|    | 2. Community Education:   |
|    | A. The Office of Tobacco Control mobilizes communities through partnerships, forming statewide coalitions of tobacco advocates (NJ Breathes) including the American Cancer Society (ACS) and other partners.  |
|    | B. In order to maximize the efficient use of limited resources, the Office of Tobacco Control has developed a health communication message for all funded organizations about tobacco control activities aimed to increase collaboration, message consistency and impact throughout the State of New Jersey. "The Tobacco Free for a Healthy New Jersey" slogan is used by all funded organizations serving all populations in the state: adults, young adults, young and expectant mothers, multicultural groups, college students, and the workforce including tobacco retailers. |
| f. | Are citations or warnings issued to retailers or clerks who sell tobacco to minors for inspections that are part of the Synar survey?   |
|    | ∑ Yes   |
|    | If "Yes" to 5f, please describe the state's procedure for minimizing risk of bias to the survey results from retailers alerting each other to the presence of the survey teams:   |
|    | Synar inspections are conducted in municipalities as a whole in the least amount of days necessary to complete inspections in order to minimize the risk of retailers alerting each other to the presence of the survey team.   |
|    |   |

## SYNAR SURVEY METHODS AND RESULTS

The following questions pertain to the survey methodology and results of the Synar survey used by the state to meet the requirements of the Synar Regulation in FFY 2013 (see 42 U.S.C. 300x-26 and 45 C.F.R. 96.130).

6. Has the sampling methodology changed from the previous year?

| ☐ Yes              | igorimes No  |
|--------------------|--|
| methodo<br>Methodo | te is required to have an approved up-to-date description of the Synar sampling plogy on file with CSAP. Please submit a copy of your Synar Survey Sampling plogy (Appendix B). If the sampling methodology changed from the previous great, these changes must be reflected in the methodology submitted. |
|                    | nswer the following questions regarding the state's annual random, inced inspections of tobacco outlets (see 45 C.F.R. $96.130(d)(2)$ ).   |
| a.                 | Did the state use the optional Synar Survey Estimation System (SSES) to analyze the Synar survey data?    Yes   No   |
|                    | If Yes, attach SSES summary tables 1, 2, 3, and 4 to the hard copy of the ASR and upload a copy of SSES tables 1–5 (in Excel) to WebBGAS. Then go to Question 8. If No, continue to Question 7b.   |
| b.                 | Report the weighted and unweighted Retailer Violation Rate (RVR) estimates, the standard error, accuracy rate (number of eligible outlets divided by the total number of sampled outlets), and completion rate (number of eligible outlets inspected divided by the total number of eligible outlets).     |
|                    | Unweighted RVR   |
|                    | Weighted RVR   |
|                    | Standard error (s.e.) of the (weighted) RVR  |
|                    | Fill in the blanks to calculate the $\underline{\text{right limit}}$ of the right-sided 95% confidence interval.   |
|                    | $ \begin{array}{cccccccccccccccccccccccccccccccccccc$  |
|                    | Accuracy rate  |
|                    | Completion rate  |

| c. | Fill out Form 1 in Appendix A (Forms 1–5). (Required regardless design.)  | s of the sample |  |  |  |
|----|---|-----------------|--|--|--|
| d  | . How were the (weighted) RVR estimate and its standard error of (Check the one that applies.)  | obtained?       |  |  |  |
|    | ☐ Form 2 (Optional) in Appendix A (Forms 1–5) (Attach completed ☐ Other (Please specify. Provide formulas and calculations or attached the program code and output with description of all variable natural formulas and calculations or attached the program code and output with description of all variable natural formulas and calculations or attached the program code and output with description of all variable natural formulas and calculations or attached the program code and output with description of all variable natural formulas and calculations or attached the program code and output with description of all variable natural formulas and calculations or attached the program code and output with description of all variable natural formulas and calculations. | ch and explain  |  |  |  |
| e. | If stratification was used, did any strata in the sample contain or or cluster this year?   | nly one outlet  |  |  |  |
|    | ☐ Yes ☐ No ☐ No stratification  |                 |  |  |  |
|    | If Yes, explain how this situation was dealt with in variance estimate  | ion.            |  |  |  |
|    |   |                 |  |  |  |
| f. | Was a cluster sample design used?   |                 |  |  |  |
|    | ☐ Yes ☐ No  |                 |  |  |  |
|    | If <b>Yes</b> , fill out and attach Form 3 in Appendix A (Forms 1–5), and a following question.   | nswer the       |  |  |  |
|    | If No, go to Question 7g.   |                 |  |  |  |
|    | Were any certainty primary sampling units selected this year?   |                 |  |  |  |
|    | ☐ Yes ☐ No  |                 |  |  |  |
|    | If Yes, explain how the certainty clusters were dealt with in variance estimation.  |                 |  |  |  |
|    |   |                 |  |  |  |
| g  | Report the following outlet sample sizes for the Synar survey.  |                 |  |  |  |
|    |   | Sample Size     |  |  |  |
|    | Effective sample size (sample size needed to meet the SAMHSA precision requirement assuming simple random sampling)   |                 |  |  |  |
|    | <b>Target sample size</b> (the product of the effective sample size and the design effect)  |                 |  |  |  |
|    | <b>Original sample size</b> (inflated sample size of the target sample to counter the sample attrition due to ineligibility and noncompletion)  |                 |  |  |  |
|    | Eligible sample size (number of outlets found to be eligible in the sample)   |                 |  |  |  |
|    | <b>Final sample size</b> (number of eligible outlets in the sample for which an inspection was completed)   |                 |  |  |  |

h. Fill out Form 4 in Appendix A (Forms 1–5).

| 8. | Did the             | state's Synar survey use a list frame?  |
|----|---------------------|---|
|    | <b>⊠</b> Yes        | □ No  |
|    | If Yes, a           | nswer the following questions about its coverage.   |
|    | a.                  | The calendar year of the latest frame coverage study: $\underline{2013}$  |
|    | <b>b.</b>           | Percent coverage from the latest frame coverage study: $91\%$   |
|    | c.                  | Was a new study conducted in this reporting period?   |
|    |                     | ⊠Yes □ No   |
|    |                     | If <b>Yes</b> , please complete Appendix D (List Sampling Frame Coverage Study) and submit it with the Annual Synar Report.   |
|    | d.                  | The calendar year of the next coverage study planned: $\underline{2016}$  |
| 9. | Has the             | Synar survey inspection protocol changed from the previous year?  |
|    | Yes                 | ⊠ No  |
|    | protocol<br>(Append | e is required to have an approved up-to-date description of the Synar inspection on file with CSAP. Please submit a copy of your Synar Survey Inspection Protocol ix C). If the inspection protocol changed from the previous year, these changes must ted in the protocol submitted. |
|    | a.                  | Provide the inspection period: From <u>07/01/2013</u> to <u>09/30/2013</u> MM/DD/YY MM/DD/YY  |
|    | b.                  | Provide the number of youth inspectors used in the current inspection year:   |
|    |                     | <u>12</u>   |
|    |                     | NOTE: If the state uses SSES, please ensure that the number reported in 9b matches that reported in SSES Table 4, or explain any difference.  |
|    |                     | There are two inspectors in different age groups because their birthdates were in between with their first and last inspection dates.   |
|    | b.                  | Fill out and attach Form 5 in Appendix A (Forms 1–5). (Not required if the state used SSES to analyze the Synar survey data.)   |

# **SECTION II: FFY 2014 (Intended Use):**

Public law 42 U.S.C. 300x-26 of the Public Health Service Act and 45 C.F.R. 96.130 (e) (4, 5) require that the states provide information on future plans to ensure compliance with the Synar requirements to reduce youth tobacco access.

| 1. | In the upcoming year, does the state anticipate any changes in:  |
|----|--|
|    | Synar sampling methodology   |
|    | If changes are made in either the Synar sampling methodology or the Synar inspection protocol, the state is required to obtain approval from CSAP prior to implementation of the change and file an updated Synar Survey Sampling Methodology (Appendix B) or an updated Synar Survey Inspection Protocol (Appendix C), as appropriate.  |
| 2. | Please describe the state's plans to maintain and/or reduce the target rate for Synar inspections to be completed in FFY 2014. Include a brief description of plans for law enforcement efforts to enforce youth tobacco access laws, activities that support law enforcement efforts to enforce youth tobacco access laws, and any anticipated changes in youth tobacco access legislation or regulation in the state.  |
|    | 1. OTC continues to conduct the FDA Compliance Check Inspection Program in addition to annual Synar inspections, which will enhance the number of retailers inspected statewide, which, in turn, should reduce the overall retail violation rate.  |
|    | 2. Advocates are actively promoting a legislative opportunity to increase tobacco license fees from \$50 to \$500 to help sustain activities of the Office of Tobacco Control, which would, in turn, increase activities aimed at enhancing and supporting law enforcement and prevention efforts.   |
|    | 3. OTC and DHS/DMHAS have met and plan to revise the Memorandum of Agreement to enhance efforts to reduce the retailer violation rate for Synar. One of the revisions includes NJDHS funding for merchant education materials.   |
|    | 4. A NJ Senator has proposed a bill to increase age of purchase of tobacco products from 19 to 21.   |
| 3. | Describe any challenges the state faces in complying with the Synar regulation. (Check all that apply.)  |
|    | <ul> <li>□ Limited resources for law enforcement of youth access laws</li> <li>□ Limited resources for activities to support enforcement and compliance with youth tobacco access laws</li> <li>□ Limitations in the state youth tobacco access laws</li> <li>□ Limited public support for enforcement of youth tobacco access laws</li> <li>□ Limitations on completeness/accuracy of list of tobacco outlets</li> <li>□ Limited expertise in survey methodology</li> <li>□ Laws/regulations limiting the use of minors in tobacco inspections</li> </ul> |
|    | ☐ Difficulties recruiting youth inspectors ☐ Issues regarding the age balance of youth inspectors ☐ Issues regarding the gender balance of youth inspectors  |

|             | Geographic, demographic, and logistical considerations in conducting inspections     |
|-------------|--|
|             | Cultural factors (e.g., language barriers, young people purchasing for their elders) |
|             | Issues regarding sources of tobacco under tribal jurisdiction                        |
| $\boxtimes$ | Other challenges (Please list.) Safety issues in some areas                          |

Briefly describe all checked challenges and propose a plan for each, or indicate the state's need for technical assistance related to each relevant challenge.

#### 1. Limited resources

The elimination of tax excise appropriation is still in effect for NJ SFY 2014. The Office of Tobacco Control (OTC) continues to be placed under the Chronic Disease Prevention and Control Services (CDPC) Unit. This Office manages the funds from the Center for Disease Control and FDA cost reimbursement contract as well as the Tobacco Age of Sale (TASE) program. Since NJ SFY 2011, the TASE program only conducts the mandated federal inspections.

As a consequence of the decrease in funding and budget plan, merchant education training, promotional and educational activities are limited. For this reporting year, merchant education training was only provided by inspectors and student associates while conducting inspections. DHS/DMHAS has agreed to fund the reproduction of merchant education materials for the next inspection year, scheduled meetings between agencies focusing on strategies to reduce the target rate for Synar inspection and modifying the memorandum of agreement between the agencies to enhance the Synar inspection process.

## 2. Limitations on completeness/accuracy of list of tobacco outlets

The Department of the Treasury (Treasury) produces the retailer's list with limited staff to verify accuracy. OTC and DHS/DMHAS will continue to seek collaboration with Treasury to strategically plan a solution to increase the fidelity of the retailers list.

3. Issues regarding the gender balance of youth inspectors

OTC has implemented a system to ensure a proper gender balance for youth inspectors. OTC acknowledges that the number of male youth inspectors utilized for Synar inspections was slightly higher than the number of female youth inspectors for the current grant year. The slightly higher male ratio was a result of youth inspectors terminating employment at the age of 18 and males were the only available option for employment. OTC will continue to modify the hiring process to ensure a gender balance of youth inspectors.

## 4. Safety issue in some areas

Safety issues have been a concern in certain municipalities. In the event that either the youth inspector or adult supervisor perceive or suspect a possible threat, danger or harm, the adult supervisor is authorized to postpone or cancel the inspection.

#### APPENDIX A: FORMS 1–5

# FORM 1 (Required for all states not using the Synar Survey Estimation System (SSES) to analyze the Synar Survey data)

Complete Form 1 to report sampling frame and sample information and to calculate the unweighted retailer violation rate (RVR) using results from the current year's Synar survey inspections.

**Instructions for Completing Form 1:** In the top right-hand corner of the form, provide the state name and reporting federal fiscal year (FFY 2014). Provide the remaining information by stratum if stratification was used. Make copies of the form if additional rows are needed to list all the strata.

- Column 1: If stratification was used:
  - 1(a) Sequentially number each row.
  - 1(b) Write in the name of each stratum. All strata in the state must be listed.

If no stratification was used:

- 1(a) Leave blank.
- 1(b) Write "state" in the first row (indicates that the whole state is a single stratum).

Note for unstratified samples: For Columns 2–5, wherever the instruction refers to "each stratum," report the specified information for the state as a whole.

- Column 2: 2(a) Report the number of over-the-counter (OTC) outlets in the sampling frame in each stratum.
  - 2(b) Report the number of vending machine (VM) outlets in the sampling frame in each stratum.
  - 2(c) Report the combined total of OTC and VM outlets in the sampling frame in each stratum.
- Column 3: 3(a) Report the estimated number of eligible OTC outlets in the OTC outlet population in each stratum.
  - 3(b) Report the estimated number of eligible VM outlets in the VM outlet population in each stratum.
  - 3(c) Report the combined total estimated number of eligible OTC and VM outlets in the total outlet population in each stratum.

The estimates for Column 3 can be obtained from the Synar survey sample as the weighted sum of eligible outlets by outlet type.

- Column 4: 4(a) Report the number of eligible OTC outlets for which an inspection was completed, for each stratum.
  - 4(b) Report the numbers of eligible VM outlets for which an inspection was completed, for each stratum.
  - 4(c) Report the combined total of eligible OTC and VM outlets for which an inspection was completed, for each stratum.
- Column 5: 5(a) Report the number of OTC outlets found in violation of the law as a result of completed inspections, for each stratum.
  - 5(b) Report the number of VM outlets found in violation of the law as a result of completed inspections, for each stratum.
  - 5(c) Report the combined total of OTC and VM outlets found in violation of the law as a result of completed inspections, for each stratum.

Totals: For each subcolumn (a–c) in Columns 2–5, provide totals for the state as a whole in the last row of the table. These numbers will be the sum of the numbers in each row for the respective column.

FORM 1 (Required for all states not using the Synar Survey Estimation System [SSES] to analyze the Synar Survey data.)

|             |                        |                                      |                                    | Sumn                               | nary of Sy   | nar Inspe                          | ection Res                         | ults by St                           | ratum  |                                    |                                      | ate:<br>F <b>Y</b> : <u>2014</u>   |                                    |
|-------------|------------------------|--------------------------------------|------------------------------------|------------------------------------|--|------------------------------------|------------------------------------|--------------------------------------|--|------------------------------------|--------------------------------------|------------------------------------|------------------------------------|
| (           | (1)                    |                                      | (2)                                |                                    |  | (3)                                |                                    |                                      | (4)  |                                    |                                      | (5)                                |                                    |
| STRATUM     |                        |                                      | ER OF OUT<br>IPLING FR             |                                    | ESTIMATED NUMBER OF<br>ELIGIBLE OUTLETS IN<br>POPULATION |                                    | NUMBER OF OUTLETS<br>INSPECTED     |                                      | NO. OF OUTLETS FOUND IN<br>VIOLATION DURING<br>INSPECTIONS |                                    | RING                                 |                                    |                                    |
| (a)<br>Row# | (b)<br>Stratum<br>Name | (a)<br>Over-the-<br>Counter<br>(OTC) | (b)<br>Vending<br>Machines<br>(VM) | (c)<br>Total<br>Outlets<br>(2a+2b) | (a)<br>Over-the-<br>Counter<br>(OTC)                     | (b)<br>Vending<br>Machines<br>(VM) | (c)<br>Total<br>Outlets<br>(3a+3b) | (a)<br>Over-the-<br>Counter<br>(OTC) | (b)<br>Vending<br>Machines<br>(VM)                         | (c)<br>Total<br>Outlets<br>(4a+4b) | (a)<br>Over-the-<br>Counter<br>(OTC) | (b)<br>Vending<br>Machines<br>(VM) | (c)<br>Total<br>Outlets<br>(5a+5b) |
|             |                        |                                      |                                    |                                    |  |                                    |                                    |                                      |  |                                    |                                      |                                    |                                    |
|             |                        |                                      |                                    |                                    |  |                                    |                                    |                                      |  |                                    |                                      |                                    |                                    |
|             |                        |                                      |                                    |                                    |  |                                    |                                    |                                      |  |                                    |                                      |                                    |                                    |
|             |                        |                                      |                                    |                                    |  |                                    |                                    |                                      |  |                                    |                                      |                                    |                                    |
|             |                        |                                      |                                    |                                    |  |                                    |                                    |                                      |  |                                    |                                      |                                    |                                    |
|             |                        |                                      |                                    |                                    |  |                                    |                                    |                                      |  |                                    |                                      |                                    |                                    |
|             |                        |                                      |                                    |                                    |  |                                    |                                    |                                      |  |                                    |                                      |                                    |                                    |
|             |                        |                                      |                                    |                                    |  |                                    |                                    |                                      |  |                                    |                                      |                                    |                                    |
|             |                        |                                      |                                    |                                    |  |                                    |                                    |                                      |  |                                    |                                      |                                    |                                    |
|             |                        |                                      |                                    |                                    |  |                                    |                                    |                                      |  |                                    |                                      |                                    |                                    |
|             |                        |                                      |                                    |                                    |  |                                    |                                    |                                      |  |                                    |                                      |                                    |                                    |

RECORD COLUMN TOTALS ON LAST LINE (LAST PAGE ONLY IF MULTIPLE PAGES ARE NEEDED).

#### FORM 2 (Optional)

#### Appropriate for stratified simple or systematic random sampling designs.

Complete Form 2 to calculate the weighted RVR. This table (in Excel form) is designed to calculate the weighted RVR for stratified simple or systematic random sampling designs, accounting for ineligible outlets and noncomplete inspections encountered during the annual Synar survey.

**Instructions for Completing Form 2:** In the top right-hand corner of the form, provide the state name and reporting federal fiscal year (FFY 2014).

- Column 1: Write in the name of each stratum into which the sample was divided. These should match the strata reported in Column 1(b) of Form 1.
- Column 2: Report the number of outlets in the sampling frame in each stratum. These numbers should match the numbers reported for the respective strata in Column 2(c) of Form 1.
- Column 3: Report the original sample size (the number of outlets originally selected, *including* substitutes or replacements) for each stratum.
- Column 4: Report the number of sample outlets in each stratum that were found to be eligible during the inspections. Note that this number must be less than or equal to the number reported in Column 3 for the respective strata.
- Column 5: Report the number of eligible outlets in each stratum for which an inspection was completed. Note that this number must be less than or equal to the number reported in Column 4. These numbers should match the numbers reported in Column 4(c) of Form 1 for the respective strata.
- Column 6: Report the number of eligible outlets inspected in each stratum that were found in violation. These numbers should match the numbers reported in Column 5(c) of Form 1 for the stratum.
- Column 7: Form 2 (in Excel form) will automatically calculate the stratum RVR for each stratum in this column. This is calculated by dividing the number of inspected eligible outlets found in violation (Column 6) by the number of inspected eligible outlets (Column 5). The state unweighted RVR will be shown in the Total row of Column 7.
- Column 8: Form 2 (in Excel form) will automatically calculate the estimated number of eligible outlets in the population for each stratum. This calculation is made by multiplying the number of outlets in the sampling frame (Column 2) times the number of eligible outlets (Column 4) divided by the original sample size (Column 3). Note that these numbers will be less than or equal to the numbers in Column 2.
- Column 9: Form 2 (in Excel form) will automatically calculate the relative stratum weight by dividing the estimated number of eligible outlets in the population for each stratum in Column 8 by the Total of the values in Column 8.
- Column 10: Form 2 (in Excel form) will automatically calculate each stratum's contribution to the state weighted RVR by multiplying the stratum RVR (Column 7) by the relative stratum weight (Column 9). The weighted RVR for the state will be shown in the Total row of Column 10.
- Column 11: Form 2 (in Excel form) automatically calculates the standard error of each stratum's RVR (Column 7). The standard error for the state weighted RVR will be shown in the Total row of Column 11.
- TOTAL: For Columns 2–6, Form 2 (in Excel form) provides totals for the state as a whole in the last row of the table. For Columns 7–11, it calculates the respective statistic for the state as a whole.

FORM 2 (Optional) Appropriate for stratified simple or systematic random sampling designs.

#### **Calculation of Weighted Retailer Violation Rate State: FFY:** 2014 (4) (8) (10)(2) n1 (7) N'=N(n1/n)(9) pw N Number of (5) p=x/n2Estimated w=N'/Total Stratum (11)(6)Number of n2 Stratum Number of (3) Sample Column 8 Contribution X s.e. (1) Outlets Outlets Number of Number of Retailer Eligible Relative to State Standard Outlets in Stratum in Sampling Original Found Outlets Outlets Found Violation Stratum Weighted Error of RVR Name Frame Sample Size Eligible Inspected in Violation Rate Population Weight Stratum RVR **Total**

N - number of outlets in sampling frame

n - original sample size (number of outlets in the original sample)

n1 - number of sample outlets that were found to be eligible

n2 - number of eligible outlets that were inspected

x - number of inspected outlets that were found in violation

p - stratum retailer violation rate (p=x/n2)

N' - estimated number of eligible outlets in population (N'=N\*n1/n)

w - relative stratum weight (w=N'/Total Column 8)

pw - stratum contribution to the weighted RVR

s.e. - standard error of the stratum RVR

# FORM 3 (Required when a cluster design is used for all states not using the Synar Survey Estimation System [SSES] to analyze the Synar survey data.)

Complete Form 3 to report information about primary sampling units when a cluster design was used for the Synar survey.

**Instructions for Completing Form 3:** In the top right-hand corner of the form, provide the state name and reporting federal fiscal year (FFY 2014).

Provide information by stratum if stratification was used. Make copies of the form if additional rows are needed to list all the strata.

Column 1: Sequentially number each row.

Column 2: If stratification was used: Write in the name of stratum. All strata in the state must be

listed.

If no stratification was used: Write "state" in the first row to indicate that the whole state

constitutes a single stratum.

Column 3: Report the number of primary sampling units (PSUs) (i.e., first-stage clusters) created for

each stratum.

Column 4: Report the number of PSUs selected in the original sample for each stratum.

Column 5: Report the number of PSUs in the final sample for each stratum.

TOTALS: For Columns 3–5, provide totals for the state as a whole in the last row of the table.

|             | Summary of Clusters Created and Sampled |                                  |                                   |   |  |  |
|-------------|---|----------------------------------|-----------------------------------|---|--|--|
|             |   | :                                | State:                            |   |  |  |
|             |   |                                  | <b>FFY:</b> 2014                  |   |  |  |
|             |   |                                  |                                   |   |  |  |
| (1)<br>Row# | (2)<br>Stratum Name                     | (3)<br>Number of PSUs<br>Created | (4)<br>Number of PSUs<br>Selected | (5)<br>Number of PSUs<br>in the Final<br>Sample |  |  |
|             |   |                                  |                                   |   |  |  |
|             |   |                                  |                                   |   |  |  |
|             |   |                                  |                                   |   |  |  |
|             |   |                                  |                                   |   |  |  |
|             |   |                                  |                                   |   |  |  |
|             |   |                                  |                                   |   |  |  |
|             |   |                                  |                                   |   |  |  |
|             |   |                                  |                                   |   |  |  |
|             |   |                                  |                                   |   |  |  |
|             |   |                                  |                                   |   |  |  |
|             |   |                                  |                                   |   |  |  |
|             | Total                                   |                                  |                                   |   |  |  |

# FORM 4 (Required for all states not using the Synar Survey Estimation System [SSES] to analyze the Synar Survey data)

Complete Form 4 to provide detailed tallies of ineligible sample outlets by reasons for ineligibility and detailed tallies of eligible sample outlets with noncomplete inspections by reasons for noncompletion.

**Instructions for Completing Form 4:** In the top right-hand corner of the form, provide the state name and reporting federal fiscal year (FFY 2014).

Column 1(a): Enter the number of sample outlets found ineligible for inspection by reason for ineligibility. Provide the total number of ineligible outlets in the row marked "Total."

Column 2(a): Enter the number of eligible sample outlets with noncomplete inspections by reason for noncompletion. Provide the total number of eligible outlets with noncomplete inspections in the row marked "Total."

| Inspection Tallies by Reason of Ineligibility or Noncompletion |               |   |               |  |
|--|---------------|---|---------------|--|
| State:   |               |   |               |  |
|  |               | <b>FFY:</b> 2014  |               |  |
|  |               |   |               |  |
| (1)<br>INELIGIBLE  |               | (2)<br>ELIGIBLE   |               |  |
| Reason for Ineligibility                                       | (a)<br>Counts | Reason for Noncompletion                                | (a)<br>Counts |  |
| Out of business  |               | In operation but closed at time of visit                |               |  |
| Does not sell tobacco products                                 |               | Unsafe to access  |               |  |
| Inaccessible by youth  |               | Presence of police                                      |               |  |
| Private club or private residence                              |               | Youth inspector knows salesperson                       |               |  |
| Temporary closure  |               | Moved to new location                                   |               |  |
| Unlocatable  |               | Drive-thru only/youth inspector has no driver's license |               |  |
| Wholesale only/Carton sale only                                |               | Tobacco out of stock                                    |               |  |
| Vending machine broken   |               | Ran out of time   |               |  |
| Duplicate  |               | Other noncompletion reason(s) (Describe.)               |               |  |
| Other ineligibility reason(s) (Describe.)                      |               |   |               |  |
|  |               |   |               |  |
|  |               |   |               |  |
|  |               |   |               |  |
|  |               |   |               |  |
| Total  |               | Total   |               |  |

# FORM 5 (Required for all states not using the Synar Survey Estimation System [SSES] to analyze the Synar survey data)

Complete Form 5 to show the distribution of outlet inspection results by age and gender of the youth inspectors.

**Instructions for Completing Form 5:** In the top right-hand corner of the form, provide the state name and reporting federal fiscal year (FFY 2014).

Column 1: Enter the number of attempted buys by youth inspector age and gender.

Column 2: Enter the number of successful buys by youth inspector age and gender.

If the inspectors are age eligible but the gender of the inspector is unknown, include those inspections in the "Other" row. Calculate subtotals for males and females in rows marked "Male Subtotal" and "Female Subtotal." Sum subtotals for Male, Female, and Other and record in the bottom row marked "Total." Verify that that the total of attempted buys and successful buys equals the total for Column 4(c) and Column 5(c), respectively, on Form 1. If the totals do not match, please explain any discrepancies.

|                 | Synar Survey Inspector Character | teristics              |
|-----------------|----------------------------------|------------------------|
|                 |                                  | State:                 |
|                 |                                  | <b>FFY:</b> 2014       |
|                 |                                  |                        |
|                 | (1)<br>Attempted Buys            | (2)<br>Successful Buys |
| Male            |                                  |                        |
| 15 years        |                                  |                        |
| 16 years        |                                  |                        |
| 17 years        |                                  |                        |
| 18 years        |                                  |                        |
| Male Subtotal   |                                  |                        |
| Female          |                                  |                        |
| 15 years        |                                  |                        |
| 16 years        |                                  |                        |
| 17 years        |                                  |                        |
| 18 years        |                                  |                        |
| Female Subtotal |                                  |                        |
| Other           |                                  |                        |
| Total           |                                  |                        |

## **APPENDIXES B & C: FORMS**

### Instructions

Appendix B (Sampling Design) and Appendix C (Inspection Protocol) are to reflect the state's CSAP-approved sampling design and inspection protocol. These appendixes, therefore, should generally describe the design and protocol and, with the exception of Question #10 of Appendix B, are not to be modified with year-specific information. Please note that any changes to either appendix must receive CSAP's advance, written approval. To facilitate the state's completion of this section, simply cut and paste the previously approved sampling design (Appendix B) and inspection protocol (Appendix C).

# APPENDIX B: SYNAR SURVEY SAMPLING METHODOLOGY

|  |  |   | State   | : New Jersey  |  |  |  |
|--|--|---|---|---|--|--|--|
|  |  |   | FFY   | : 2014  |  |  |  |
| 1.   | What type of sa  | • 0   |   |   |  |  |  |
|  | <u> </u>   | ,   | o Question 2.)  |   |  |  |  |
| Area frame (Go to Question 3.)               |  |   |   |   |  |  |  |
| List-assisted area frame (Go to Question 2.) |  |   |   |   |  |  |  |
| 2.   | a brief description including how r  | rom the list below. Provide are updated (method), me. In addition, explain question, go to Question 4.) |   |   |  |  |  |
|  | -  | _   | umber to indicate Type of Source in the table l                                     |   |  |  |  |
|  | 1 – Statewide<br>2 – Local com   |   | al business list 4 – Statewide retail lice<br>siness list 5 – Statewide liquor lice |   |  |  |  |
|  |  |   | cense/permit list $6 - O$ ther  | ense/permit fist  |  |  |  |
|  |  |   |   |   |  |  |  |
| Nam  | e of Frame Source  | Type of Source  | Description   | Updating Method and Cycle   |  |  |  |
| cens   | ed tobacco retailers   | 3   | Contains the list of sites licensed to sell tobacco                                 | This list is updated yearly with license renewal forms and new licenses |  |  |  |
|  |  |   |   |   |  |  |  |
|  |  |   |   |   |  |  |  |
|  |  |   |   |   |  |  |  |
|  |  |   |   |   |  |  |  |
| 3.   | If an area fram  | e is used   | , describe how area sampling units ar   | re defined and formed.  |  |  |  |
|  | a. Is any  | area left   | out in the formation of the area fram   | ne?   |  |  |  |
|  | ☐ Yes  |   |   |   |  |  |  |
|  | _  |   | centage of the state's population is not  | covered by the area frame?  |  |  |  |
| ij <b>1es,</b> what per<br>%                 |  |   | centage of the state's population is not  | covereu by the area frame:  |  |  |  |
| 4.   | Federal regulation requires that vending machines be inspected as part of the Synar survey. Are vending machines included in the Synar survey? |   |   |   |  |  |  |
|  | <b>∑</b> Yes <b>□</b> No   |   |   |   |  |  |  |
|  | If No, please ind all that apply.  | licate the  | reason(s) they are not included in the S  | Synar survey. Please check  |  |  |  |
|  |  |   | ending machines.  | ible to youth   |  |  |  |
|  | i i State la   | .w dans v   | ending machines from locations access   | idie to vouth.  |  |  |  |

|    |               | requirements of the Family Smoking Prevention and Tobacco Control Act.  |
|----|---------------|---|
|    |               | Other (Please describe.)  |
| 5. | Which o       | ategory below best describes the sample design? (Check only one.)   |
|    |               | Census (STOP HERE: Appendix B is complete.)   |
|    | Un            | stratified statewide sample:  |
|    |               | Simple random sample (Go to Question 9.)  |
|    |               | Systematic random sample (Go to Question 6.)  |
|    |               | Single-stage cluster sample (Go to Question 8.)   |
|    |               | Multistage cluster sample (Go to Question 8.)   |
|    | Stı           | ratified sample:  |
|    |               | Simple random sample (Go to Question 7.)  |
|    |               | Systematic random sample (Go to Question 6.)  |
|    |               | Single-stage cluster sample (Go to Question 7.)   |
|    |               | Multistage cluster sample (Go to Question 7.)   |
|    |               | Other (Please describe and go to Question 9.)   |
|    |               | cation is used. Otherwise go to Question 9.)  |
| 7. | Provide       | the following information about stratification.   |
| 7. | Provide       |   |
| 7. | Provide       | the following information about stratification.   |
| 7. | Provide       | the following information about stratification.  Provide a full description of the strata that are created.  New Jersey always uses stratified sampling as our sampling method. We stratify the population by county and then apply simple random sampling with each stratum. Specifically, based on the outlet proportion distributions of State total, the  |
| 7. | Provide       | the following information about stratification.  Provide a full description of the strata that are created.  New Jersey always uses stratified sampling as our sampling method. We stratify the population by county and then apply simple random sampling with each stratum. Specifically, based on the outlet proportion distributions of State total, the 21 New Jersey counties are stratified into three groups as follows:  |
| 7. | Provide       | the following information about stratification.  Provide a full description of the strata that are created.  New Jersey always uses stratified sampling as our sampling method. We stratify the population by county and then apply simple random sampling with each stratum. Specifically, based on the outlet proportion distributions of State total, the 21 New Jersey counties are stratified into three groups as follows:  Stratum Percent Distribution  |
| 7. | Provide       | the following information about stratification.  Provide a full description of the strata that are created.  New Jersey always uses stratified sampling as our sampling method. We stratify the population by county and then apply simple random sampling with each stratum. Specifically, based on the outlet proportion distributions of State total, the 21 New Jersey counties are stratified into three groups as follows:  Stratum Percent Distribution  I < 6%  |
| 7. | Provide a.    | the following information about stratification.  Provide a full description of the strata that are created.  New Jersey always uses stratified sampling as our sampling method. We stratify the population by county and then apply simple random sampling with each stratum. Specifically, based on the outlet proportion distributions of State total, the 21 New Jersey counties are stratified into three groups as follows:  Stratum Percent Distribution $I < 6\%$ $II = 6-10\%$  |
| 7. | Provide a.    | the following information about stratification.  Provide a full description of the strata that are created.  New Jersey always uses stratified sampling as our sampling method. We stratify the population by county and then apply simple random sampling with each stratum. Specifically, based on the outlet proportion distributions of State total, the 21 New Jersey counties are stratified into three groups as follows:  Stratum Percent Distribution  I $< 6\%$ II $6-10\%$ III $>10\%$   |
| 7. | Provide a.    | the following information about stratification.  Provide a full description of the strata that are created.  New Jersey always uses stratified sampling as our sampling method. We stratify the population by county and then apply simple random sampling with each stratum. Specifically, based on the outlet proportion distributions of State total, the 21 New Jersey counties are stratified into three groups as follows:  Stratum Percent Distribution  I $< 6\%$ II $6-10\%$ III $>10\%$ Is clustering used within the stratified sample?  |
|    | Provide a. b. | the following information about stratification.  Provide a full description of the strata that are created.  New Jersey always uses stratified sampling as our sampling method. We stratify the population by county and then apply simple random sampling with each stratum. Specifically, based on the outlet proportion distributions of State total, the 21 New Jersey counties are stratified into three groups as follows:  Stratum Percent Distribution  I < 6%  II 6 – 10%  III >10%  Is clustering used within the stratified sample?  Yes (Go to Question 8.)                         |
|    | Provide a. b. | the following information about stratification.  Provide a full description of the strata that are created.  New Jersey always uses stratified sampling as our sampling method. We stratify the population by county and then apply simple random sampling with each stratum. Specifically, based on the outlet proportion distributions of State total, the 21 New Jersey counties are stratified into three groups as follows:  Stratum Percent Distribution  I < 6%  II 6 - 10%  III >10%  Is clustering used within the stratified sample?  Yes (Go to Question 8.)  No (Go to Question 9.) |

- b. Specify the sampling method (simple random, systematic, or probability proportional to size sampling) for each stage of sampling and describe how the method(s) is (are) implemented.
- 9. Provide the following information about determining the Synar Sample.
  - a. Was the Synar Survey Estimation System (SSES) used to calculate the sample size?

 $\boxtimes$  **Yes** (*Respond to part b.*)

**No** (Respond to part c and Question 10c.)

b. SSES Sample Size Calculator used?

State Level (Respond to Question 10a.)

Stratum Level (Respond to Question 10a and 10b.)

c. Provide the formulas for determining the effective, target, and original outlet sample sizes.

$$n_e = \frac{1}{\left(\frac{(0.0182)^2}{P(1-P)} + \frac{1}{N}\right)}$$

p = previous year's RVR

N = total number of outlets in the sampling frame

Target sample size is equal to the effective sample size assuming that the design effect is one. This assumption is reasonable because the sample design is a stratified simple random sampling with proportional allocation.

Original sample size = (1+s)\* Effective sample size / (Eligibility Rate x Completion Rate)

Both eligibility and completion rates are anticipated rates based on previous year's data and s=30%.

- 10. Provide the following information about sample size calculations for the current FFY Synar survey.
  - a. If the state uses the sample size formulas embedded in the SSES Sample Size Calculator to calculate the state level sample size, please provide the following information:

**Inputs for Effective Sample Size:** 

RVR: 7.67% Frame Size: 9422

**Input for Target Sample Size:** 

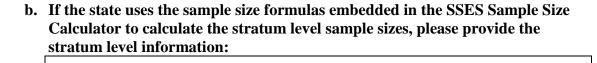
Design Effect: 1

# **Inputs for Original Sample Size:**

Safety Margin: 30%

Accuracy (Eligibility) Rate: 88.01%

Completion Rate: 99.46%



c. If the state does not use the sample size formulas embedded in the SSES Sample Size Calculator, please provide all inputs required to calculate the effective, target, and original sample sizes as indicated in Question 9.

# APPENDIX C: SYNAR SURVEY INSPECTION PROTOCOL

| <b>State:</b> | New Jersey |
|---------------|------------|
| FFY:          | 2014       |

Note: Upload to WebBGAS a copy of the Synar inspection form under the heading "Synar Inspection Form" and a copy of the protocol used to train inspection teams on conducting and reporting the results of the Synar inspections under the heading "Synar Inspection Protocol."

| 1. | How do | oes the state Synar survey protocol address the following?   |
|----|--------|--|
|    | a.     | Consummated buy attempts?  |
|    |        | ⊠ Required   |
|    |        | Permitted under specified circumstances (Describe: )   |
|    |        | ☐ Not permitted  |
|    |        |  |
|    | b.     | Youth inspectors to carry ID?  |
|    |        | Required   |
|    |        | Permitted under specified circumstances (Describe: )   |
|    |        | Not permitted  |
|    | c.     | Adult inspectors to enter the outlet?  |
|    |        | ⊠ Required   |
|    |        | Permitted under specified circumstances (Describe: )   |
|    |        | ☐ Not permitted  |
|    | d.     | Youth inspectors to be compensated?  |
|    |        | ⊠ Required   |
|    |        | Permitted under specified circumstances (Describe: )   |
|    |        | ☐ Not permitted  |
| 2. |        | y the agency(ies) or entity(ies) that actually conduct the random, unannounced nspections of tobacco outlets. (Check all that apply.)                        |
|    |        | Law enforcement agency(ies)  |
|    | $\geq$ | State or local government agency(ies) other than law enforcement   |
|    |        | Private contractor(s)  |
|    |        | Other  |
|    |        | ist the agency name(s): New Jersey Department of Health (DOH), Family Health ervices, Chronic Disease Prevention Control Services, Office of Tobacco Control |

# (OTC), Tobacco Age of Sale Enforcement (TASE)

| 3. | Are Synar inspections combined with law enforcement efforts (i.e., do law enforcement representatives issue warnings or citations to retailers found in violation of the law at the time of the inspection?)?  |
|----|--|
|    |  |
| 4. | Describe the type of tobacco products that are requested during Synar inspections.   |
|    | a. What type of tobacco products are requested during the inspection?  |
|    | <ul> <li>☐ Cigarettes</li> <li>☐ Small Cigars/Cigarillos</li> <li>☐ Swelleless Telesses</li> </ul>   |
|    | <ul><li></li></ul>   |
|    | b. Describe the protocol for identifying what types of products and what brands of products are requested during an inspection.  |
|    | The type of tobacco products requested and the product brands are selected at the discretion of the tobacco inspector.   |
| 5. | Describe the methods used to recruit, select, and train youth inspectors and adult supervisors.  |
|    | NJDOH/TASE program recruited and hired 4 part-time adult inspectors under Special Services contracts (Public Health Representatives). These employees perform inspections in all areas of the State and recruit youth inspectors (hired by NJDOH as student associates) from schools, community centers and faith-based organizations.   |
|    | The TASE adult inspectors are trained by the OTC Program Coordinator and staff and follow the guidelines of the training manual developed by NJDOH/TASE. This training manual, The New Jersey Guidelines for Prohibiting the Sale of Tobacco Products to Minors, was developed in June of 1996 and revised in 2003, 2005 and again in 2012 to ensure standardization in performing inspections. Chapter 3, entitled Compliant Check Inspections Protocol, provides specific training information on how to conduct proper inspections. |
|    | The part-time adult TASE inspectors are trained and updated on TASE protocols. Adult TASE inspectors train the youth inspectors, utilizing the training manuals noted above.   |
| 6. | Are there specific legal or procedural requirements instituted by the state to address the issue of youth inspectors' immunity when conducting inspections?  |
|    | a. Legal   |
|    | ☐ Yes   ⊠ No   |
|    | (If Yes, please describe.)   |
|    |  |
|    | b. Procedural  |

|    |            | ☐ Yes ☐ No   |
|----|------------|--|
|    |            | (If <b>Yes</b> , please describe.)   |
|    |            |  |
| 7. |            | re specific legal or procedural requirements instituted by the state to address e of the safety of youth inspectors during all aspects of the Synar inspection   |
|    | a.         | Legal  |
|    |            | ☐ Yes ⊠ No   |
|    |            | (If Yes, please describe.)   |
|    |            |  |
|    | b.         | Procedural   |
|    |            | ∑ Yes  |
|    |            | (If <b>Yes</b> , please describe.)   |
|    |            | New Jersey requires that a current dated photograph of each youth inspector be kept on file with a copy of his or her birth certificate and signed parental consent. The safety of the youth inspector is paramount at all times. The TASE manual describes and defines protocols in the event that either the youth inspector or adult supervisor perceive or suspect a possible threat, danger or harm, the adult supervisor is authorized to postpone or cancel the inspection. |
| 8. | inspection | re any other legal or procedural requirements the state has regarding how ons are to be conducted (e.g., age of youth inspector, time of inspections, that must occur)?  |
|    | a.         | Legal  |
|    |            | ☐ Yes ⊠ No   |
|    |            | (If <b>Yes</b> , please describe.)   |
|    |            |  |
|    | b.         | Procedural   |
|    |            | ⊠ Yes □ No   |
|    |            | (If <b>Yes</b> , please describe.)   |
|    |            | The adult inspector transports youth to and from the sites and accompanies them  |

The adult inspector transports youth to and from the sites and accompanies them during the attempted buy, particularly when the site is large enough for the adult supervisor to remain inconspicuous. On occasion, based on the discretion of the adult inspectors, the youth inspector may enter the site alone, when a site is so small (e.g. newsstands, kiosk) that suspicion of the clerk would be aroused by the presence of both the adult supervisor and the youth inspector. In all situations,

youth inspectors stay within view of the adult supervisor (safety is the primary concern).

The age of hired youth inspectors is currently ages 16-18 old. New Jersey's law (NJSA 2A:170-51.4) prohibits the sale of any tobacco products to any persons under 19 years old. Therefore, New Jersey may hire 18 year old as under cover minors. OTC has elected to use 16-18 year youth inspectors only for standardization of youth for Synar and FDA inspections.

SAMHSA has made all states aware that the hiring of 15 year olds for undercover buys may be restricted or prohibited by the Fair Labor Standards Act of 1938 (FLSA). TASE has eliminated the use of 15 year old youth inspectors.

Adult inspectors are employed by TASE and are compensated monetarily. Youth inspectors employed by TASE are compensated monetarily.

# APPENDIX D: LIST SAMPLING FRAME COVERAGE STUDY

(LIST FRAME ONLY)

|    |                      | State: New Jersey FFY: 2014  |
|----|----------------------|--|
| 1. | Calenda              | ar year of the coverage study: <u>2013</u>   |
| 2. | a.<br>b.<br>c.<br>d. | Unweighted percent coverage found: 91% Weighted percent coverage found: % Number of outlets found through canvassing: 137 Number of outlets matched on the list frame: 125 |
| 3. | a.                   | Describe how areas were defined. (e.g., census tracts, counties, etc.)   |
|    |                      | The year 2000 census tracts were used as the sampling area frame.  |
|    | b.                   | Were any areas of the state excluded from sampling?  ☐ Yes ☐ No  If Yes, please explain.   |
|    |                      |  |
| 1. | Please a             | Inswer the following questions about the selection of canvassing areas.  Which category below best describes the sample design? (Check only one.)                          |
|    |                      | Census (Go to Question 6.)   |
|    |                      | Unstratified statewide sample:   |
|    |                      | $\boxtimes$ Simple random sample (Respond to Part b.)  |
|    |                      | Systematic random sample (Respond to Part b.)  |
|    |                      | <ul><li>☐ Single-stage cluster sample (Respond to Parts b and d.)</li><li>☐ Multistage cluster sample (Respond to Parts b and d.)</li></ul>                                |
|    |                      | Stratified sample:   |
|    |                      | ☐ Simple random sample (Respond to Parts b and c.) ☐ Systematic random sample (Respond to Parts b and c.)  |
|    |                      | Single-stage cluster sample ( <i>Respond to Parts b, c, and d.</i> )   |
|    |                      |  |
|    |                      | Multistage cluster sample (Respond to Parts b, c, and d.)  |

b. Describe the sampling methods.

New Jersey had 1,951 census tracts in the year 2000 and all tracts were included in the Simple Random Sample. After sample size calculation, a simple random sample was used and a total of 23 census tracts were randomly drawn from the 2000 census tract list frame. Each sampled area was identified by Geographic Information Systems (GIS ArcView) software.

|    | c.                           | Provide a full description of the strata that were created.   |
|----|------------------------------|---|
|    | d.                           | Provide a full description of how clusters were formed.   |
| 5. | Were bo ⊠ Yes                | orders of the selected areas clearly identified at the time of canvassing? $\square$ No   |
| 6. | Were al                      | sampled areas visited by canvassing teams?  |
|    | <b>Yes</b>                   | (Go to Question 7.) $\square$ <b>No</b> (Respond to Parts a and b.)   |
|    | a.                           | Was the subset of areas randomly chosen?  |
|    |                              | ☐ Yes ☐ No  |
|    | <b>b.</b>                    | Describe how the subsample of visited areas was drawn. Include the number of areas sampled and the number of areas canvassed.   |
| 7. | <b>Yes</b>                   | eld observers provided with a detailed map of the canvassing areas?   |
|    | <i>If</i> <b>No</b> , ae     | scribe the canvassing instructions given to the field observers.  |
| 8. | ☐ Yes  If No, re  If Yes, de | eld observers instructed to find all outlets in the assigned area?  No spond to Question 9. escribe any instructions given to the field observers to ensure the entire area was ed, then go to Question 10. |
|    |                              |   |

- 9. If a full canvassing was not conducted:
  - a. How many predetermined outlets were to be observed in each area? 5-6
  - **b.** What were the starting points for each area? The starting points were randomly selected at the discretion of the inspector.
  - c. Were these starting points randomly chosen?

| d.  | Describe the selection of the starting points.  |
|---|---|
|   | The starting points were randomly selected at the discretion of the inspectors inside of the delineated canvassing area for each tract.   |
| e.  | Please describe the canvassing instructions given to the field observers, including predetermined routes.   |
|   | Prior to conducting the Coverage Study field procedures, protocols and work plans were developed/updated and discussed during staff/training meetings to ensure complete uniformity for all participants. The selected survey area maps were given to the inspectors. After reviewing the sampled area street maps and planning walk routes, the inspectors surveyed each area from a randomly selected starting point until finding a total of 5-6 retail outlets within each tract of the 23 census tracts. The inspectors worked alone or in teams of two for safety concerns.               |
| Describe  | e the process field observers used to determine if an outlet sold tobacco.  |
| superma<br>stations,<br>sites that<br>tobacco<br>Complet<br>be identi | s, observations and investigations occurred for every business entity such as rkets, delicatessens, grocery stores, convenience stores, convenience stores/gas gas stations, pharmacies, restaurants, liquor stores, bars, malls, lunch trucks and any tadvertise tobacco products to determine whether retail establishments were selling products and if they were licensed. A Tobacco Age of Sale Enforcement List teness Survey form was then completed on each occurrence and if no license could affied a Division of Revenue License application was given to the retail business ament. |
| _   | provide the state's definition of "matches" or "mismatches" to the Synar g frame? (i.e., address, business name, business license number, etc).   |
| Matches   | : Business name, address was matched  |
| THEOTICS  |   |
|   | ches: The name, address was not found   |
| Mismato   | the calculation of the weighted percent coverage (if applicable).   |
| Mismato   |   |
|   | Describe Inquiries superma stations, sites that tobacco Complet be identi establish Please p samplin  |

# SSES Table 1 (Synar Survey Estimates and Sample Sizes)

# **CSAP-SYNAR REPORT**

| State                     | NJ                             |  |  |
|---------------------------|--------------------------------|--|--|
| Federal Fiscal Year (FFY) | 2014                           |  |  |
| Date                      | 11/18/2013 11:54               |  |  |
|                           | SSESDataEntryTemplate_SRS_2013 |  |  |
| Data                      | .xls                           |  |  |
| Analysis Option           | Stratified SRS with FPC        |  |  |

## **Estimates**

| Unweighted Retailer Violation Rate   | 11.6%         |
|--------------------------------------|---------------|
| Weighted Retailer Violation Rate     | 11.6%         |
| Standard Error                       | 1.9%          |
| Is SAMHSA Precision Requirement met? | NO            |
| Right-sided 95% Confidence Interval  | [0.0%, 14.7%] |
| Two-sided 95% Confidence Interval    | [7.9%, 15.3%] |
| Design Effect                        | 1.0           |
| Accuracy Rate (unweighted)           | 90.0%         |
| Accuracy Rate (weighted)             | 90.0%         |
| Completion Rate (unweighted)         | 98.6%         |

**Sample Size for Current Year** 

| Effective Sample Size        | 209  |
|------------------------------|------|
| Target (Minimum) Sample Size | 209  |
| Original Sample Size         | 311  |
| Eligible Sample Size         | 280  |
| Final Sample Size            | 276  |
| Overall Sampling Rate        | 3.3% |

# SSES Table 2 (Synar Survey Results by Stratum and by OTC/VM)

STATE: NJ FFY: 2014

| Samp.<br>Stratum | Var.<br>Stratum  | Outlet<br>Frame<br>Size | Estimated<br>Outlet<br>Population<br>Size | PSU | Number of<br>PSU<br>Clusters in<br>Sample | Outlet<br>Sample<br>Size | Number of<br>Eligible<br>Outlets in<br>Sample | Number of<br>Sample<br>Outlets<br>Inspected | Number of<br>Sample<br>Outlets in<br>Violation | Retailer<br>Violation<br>Rate(%) | Standard<br>Error(%) |
|------------------|------------------|-------------------------|---|-----|---|--------------------------|---|---|--|----------------------------------|----------------------|
|                  |                  |                         |   |     | All                                       | Outlets                  |   |   |  |                                  |                      |
| 1                | 1                | 3,328                   | 2,995                                     | N/A | N/A                                       | 110                      | 99  | 96  | 8  | 8.3%                             |                      |
| 2                | 2                | 4,092                   | 3,637                                     | N/A | N/A                                       | 135                      | 120   | 120   | 16   | 13.3%                            |                      |
| 3                | 3                | 2,002                   | 1,850                                     | N/A | N/A                                       | 66                       | 61  | 60  | 8  | 13.3%                            |                      |
| Total            |                  | 9,422                   | 8,482                                     |     |   | 311                      | 280   | 276   | 32   | 11.6%                            | 1.9%                 |
|                  |                  |                         |   | 0   | ver the C                                 | ounter O                 | utlets  |   |  |                                  |                      |
| 1                | 1                | 3,266                   | 2,995                                     | N/A | N/A                                       | 109                      | 99  | 96  | 8  | 8.3%                             |                      |
| 2                | 2                | 4,018                   |   | N/A | N/A                                       | 133                      | 119   | 119   | 15   | 12.6%                            |                      |
| 3                | 3                | 1,942                   | 1,850                                     | N/A | N/A                                       | 65                       | 61  | 60  | 8  | 13.3%                            |                      |
| Total            |                  | 9,226                   | 8,452                                     |     |   | 307                      | 279   | 275   | 31   | 11.3%                            | 1.9%                 |
|                  | Vending Machines |                         |   |     |   |                          |   |   |  |                                  |                      |
| 1                | 1                | 62                      | 0   | N/A | N/A                                       | 1                        | 0   | 0   | 0  | 0.0%                             |                      |
| 2                | 2                | 74                      | 30  | N/A | N/A                                       | 2                        | 1   | 1   | 1  | 100.0%                           |                      |
| 3                | 3                | 60                      | 0   | N/A | N/A                                       | 1                        | 0   | 0   | 0  | 0.0%                             |                      |
| Total            |                  | 196                     | 30  |     |   | 4                        | 1   | 1   | 1  | 100.0%                           | 0.0%                 |

# SSES Table 3 (Synar Survey Sample Tally Summary)

STATE: NJ FFY: 2014

| Disposition Code    | Description  | Count | Subtotal |
|---------------------|--|-------|----------|
| EC                  | Eligible and inspection complete outlet                | 276   |          |
| Total (Eligible Cor | mpletes)   |       | 276      |
| N1                  | In operation but closed at time of visit               | 2     |          |
| N2                  | Unsafe to access                                       | 2     |          |
| N3                  | Presence of police                                     | 0     |          |
| N4                  | Youth inspector knows salesperson                      | 0     |          |
| N5                  | Moved to new location but not inspected                | 0     |          |
| N6                  | Drive thru only/youth inspector has no drivers license | 0     |          |
| N7                  | Tobacco out of stock                                   | 0     |          |
| N8                  | Run out of time  | 0     |          |
| N9                  | Other noncompletion                                    | 0     |          |
| Total (Eligible Nor | ncompletes)  |       | 4        |
| l1                  | Out of Business  | 6     |          |
| 12                  | Does not sell tobacco products                         | 10    |          |
| 13                  | Inaccessible by youth                                  | 0     |          |
| 14                  | Private club or private residence                      | 5     |          |
| 15                  | Temporary closure                                      | 5     |          |
| 16                  | Unlocatable  | 4     |          |
| 17                  | Wholesale only/Carton sale only                        | 1     |          |
| 18                  | Vending machine broken                                 | 0     |          |
| 19                  | Duplicate  | 0     |          |
| I10                 | Other ineligibility                                    | 0     |          |
| Total (Ineligibles) |  |       | 31       |
| Grand Total         |  |       | 311      |

# SSES Table 4 (Synar Survey Inspection Results by Youth Inspector Characteristics)

STATE: NJ FFY: 2014

**Frequency Distribution** 

| Frequency Distribution |          |                     |      |            |  |  |
|------------------------|----------|---------------------|------|------------|--|--|
| Gender                 | ٨٥٥      | Number of Attempted |      | Successful |  |  |
| Gender                 | Age      | Inspectors          | Buys | Buys       |  |  |
| Male                   | 14       | 0                   | 0    | 0          |  |  |
|                        | 15       | 0                   | 0    | 0          |  |  |
|                        | 16       | 2                   | 8    | 0          |  |  |
|                        | 17       | 5                   | 107  | 14         |  |  |
|                        | 18       | 0                   | 0    | 0          |  |  |
|                        | Subtotal | 7                   | 115  | 14         |  |  |
| Female                 | 14       | 0                   | 0    | 0          |  |  |
|                        | 15       | 0                   | 0    | 0          |  |  |
|                        | 16       | 2                   | 21   | 3          |  |  |
|                        | 17       | 5                   | 140  | 15         |  |  |
|                        | 18       | 0                   | 0    | 0          |  |  |
|                        | Subtotal | 7                   | 161  | 18         |  |  |
| Other                  |          | 0                   | 0    | 0          |  |  |
| <b>Grand Total</b>     |          | 14                  | 276  | 32         |  |  |

Buy Rate in Percent by Age and Gender

| Buy Nate III I ercent by Age and Gender |       |        |       |  |  |  |  |
|---|-------|--------|-------|--|--|--|--|
| Age                                     | Male  | Female | Total |  |  |  |  |
| 14                                      | 0.0%  | 0.0%   | 0.0%  |  |  |  |  |
| 15                                      | 0.0%  | 0.0%   |       |  |  |  |  |
| 16                                      | 0.0%  | 14.3%  | 10.3% |  |  |  |  |
| 17                                      | 13.1% | 10.7%  | 11.7% |  |  |  |  |
| 18                                      | 0.0%  | 0.0%   |       |  |  |  |  |
| Other                                   |       |        | 0.0%  |  |  |  |  |
| Total                                   | 12.2% | 11.2%  | 11.6% |  |  |  |  |