

Social Host Ordinance Community Checklist

- Is there a clearly identified problem with underage drinking parties in your community?
- Does law enforcement recognize this problem?
- Do you have data to support this problem?
 - High rate of: Binge Drinking, 30-day Use, Lifetime Use, Ease of obtaining alcohol
 - Increased rates of DUI (youth)
 - Increased rates of MIPs
 - Compliance Check data
 - Diversion statistics—percentage of alcohol-related cases (this includes assaults, etc.)
 - Community Readiness data
 - Law enforcement source data
 - Other local survey data related to access to alcohol
 - Should you conduct evaluation/data gathering around this?
- Do you have a community coalition with all necessary players at the table?
 - Law Enforcement, Youth Serving Organizations (YSO), Schools (K-12 and College), Local Government, Prevention Organizations, Public Health Organizations, Mental Health Organizations, etc.
- Should you run a media campaign to educate community about the problem?
 - Letters to the Editor
 - Opinion Editorials (Op-Eds)
 - Paid Media Ads
 - Facebook campaign
 - Others
- Does your community recognize the problem?
 - Should you do a community readiness survey/key informant interviews?
- Have you reviewed your budget for Social Host Ordinance (SHO) work?
 - Media/Marketing
 - Education Materials
 - Personnel costs
 - Travel Costs
 - General Meeting expenses
- Have you met with key stakeholders in your community? (Helpful in laying ground work for and opens discussion for drafting a SHO in your community.)
 - Law Enforcement
 - Local Government/Council Members individually
 - Schools/Colleges
 - Other key stakeholders

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- Have you scheduled a mini-education for these key supporters?
 - Collaborative partners
 - For City Council/town government officials
- Is your community ready to enforce a SHO?
 - Have you reviewed logistics of actual ordinance?
 - Fee Scales
 - Community Service
 - ATOD Education Classes
 - Enforcement details (memorandums, educate law enforcement about implementation and logistics)
 - Evaluation plan
 - Timing of it becoming a law, are you ready for it?
- Do you have a drafted ordinance to present?
- Have you scheduled a SHO on City Council agenda?
- Have you completed all mandatory City Council/Town Board communication forms?
- Are you planning to continue media efforts?
- Do you have a plan developed for mobilization of key supporters for SHO?
- Are you prepared for City Council/Town Board meetings and presentations?
- Do you have staff and community support for attendance at City Council/Town Board meetings and presentations?
 - Re-assess following City Council meeting, if needed
- Do you have a plan together for thanking your key supporters?
 - Thank You Cards
 - Media Ads
- Is law enforcement ready to enforce the ordinance?
 - Training documents
 - Do they need any assistance?
- Do you have an evaluation plan in place?
 - Do you have baseline data gathered?
 - Do you have logic model/evaluation tools in place?