

October 10, 2019

Dear Principal:

The Wyoming Survey and Analysis Center (WYSAC) is pleased to announce the upcoming Wyoming 2020 Prevention Needs Assessment (PNA). This survey is for all 6<sup>th</sup>, 8<sup>th</sup>, 10<sup>th</sup> and 12<sup>th</sup> grade students in Wyoming. The Wyoming Department of Health, Public Health Division, sponsors this survey. The 2020 PNA represents the tenth time that the survey will be conducted in Wyoming. WYSAC will continue the tradition of providing the state of Wyoming, its counties, and its school districts with high quality information to aid decision making.

The PNA measures the use of alcohol, tobacco, and other drugs by adolescents and many underlying constructs that encourage or discourage the use of these substances in your schools. From this information, you will be able to identify local strengths and weaknesses that may be different from the rest of the state. Your community and your schools can use the information to plan and evaluate local substance abuse prevention efforts that address areas of concern or capitalize on strengths.

Your school district superintendent has already agreed to administer the PNA in your district, but I still need help and cooperation from your faculty and staff. My colleagues and I will work to make the process as easy and simple as possible and minimize the time commitment. We will prepare all the survey materials and send them to your school; your school coordinator will simply distribute the prepared survey packets to teachers. The survey packets will contain everything that the teachers will need to administer the surveys to their students.

We are again offering an online version of the survey. We have offered the online version for the last few surveys and many schools chose to use the online version with great success. We urge you this year to use the online version of the survey for ease of administration and data evaluation. Your schools can choose to provide the survey in the traditional manner (paper based) also. Our long-term goals for the online form are to increase the survey's accessibility and present more timely results.

We recognize your important role in gathering this information from the students and understand your need for flexibility to find the best time to administer the survey within your schools. To address these concerns, you will be able to schedule the PNA in your schools any school day starting in the first week of February and continuing through most of May.

Since 2018, we addressed the feedback that we needed to shorten the survey. In that year, the number of pages remained the same, but the content was shortened by almost a third. This meant less work for your students to complete the survey and potentially, less class time. For the 2020 PNA, we have maintained this shorter survey.

**At this moment, all I need from you is to complete and return the enclosed enrollment form.** If you agree to participate, we will begin setting up the survey in your school. I or a member of my staff at WYSAC will call and follow-up in the next few days to answer any questions you may have. Additional information regarding the PNA survey is available on the project website: [www.pnasurvey.org](http://www.pnasurvey.org). If you have any questions or concerns feel free to contact me (the Principal Investigator of this project) at 307-760-0307 or [ecanen@uwyo.edu](mailto:ecanen@uwyo.edu).

Sincerely,



Eric L. Canen, MS

Senior Research Scientist

Wyoming Survey & Analysis Center, University of Wyoming