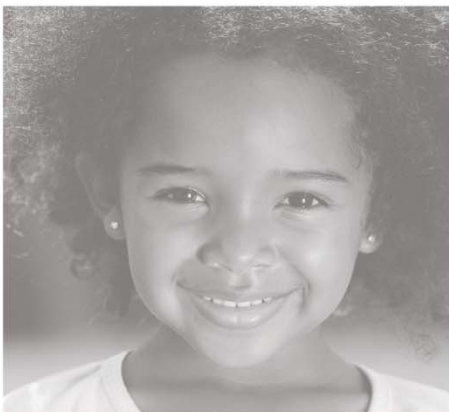




# Introduction to Party Prevention and Controlled Party Dispersal



## Online Course Content



**SUBSTANCE ABUSE PREVENTION  
PROFESSIONAL DEVELOPMENT**

**PREVENTION FIRST**  
*Building community capacity to prevent substance abuse*  
Funding provided in whole or in part by the Illinois  
Department of Human Services and the Substance  
Abuse and Mental Health Services Administration.

**Introduction to Party Prevention and Controlled Party Dispersal**

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Prevention First is a nonprofit dedicated to preventing teen drug use before it starts. Since 1980, Prevention First has provided training, technical assistance and resource materials to thousands of schools, community groups, parents and youth.

We specialize in building the capacity of practitioners to develop strategic plans to address local substance abuse prevention needs, select and implement the best programs, curricula and strategies designed to promote social and emotional health and prevent substance abuse, and develop and implement media and communication campaigns designed to educate the public.

Prevention First is primarily funded by the Illinois Department of Human Services. Additional funding is provided by the Illinois Department of Corrections, Illinois Department of Transportation, and through private foundations and individual donations.

## Our Vision

Healthy communities that encourage drug-free youth.

## Our Mission

To build community capacity to prevent substance abuse by providing training and technical assistance and raising public awareness.



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# Course Overview

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## Description

This on-line training will provide participants with an overview of party prevention and controlled party dispersal. Participants will learn about the strategy's planning and implementation/enforcement considerations, as well as tips for meeting standards.

## Learning Objectives

Upon completion of this course, participants will be able to:

- describe the intent, effectiveness, and key components of the party prevention and controlled party dispersal strategy,
- identify important components of strategy, and
- identify important steps involved in planning controlled party dispersal operations as identified by the SAPP Standards for Controlled Party Dispersal

## Outline of Course Contents

Module One: Overview

Module Two: Strategy Components

Module Three: SAPP Standards

## Audience

IDHS SAPP and PFS Providers implementing this strategy.

## Completion Time

Estimated completion time is 1.5 hours.

## Testing

Participants will complete a post-test on material learned in this course. Participants must pass the post-test with 80 percent accuracy in order to obtain credit for the course.

# Module One:

## Overview



# Youth Social Access to Alcohol

Young people who drink alcohol obtain it from a variety of sources, both from retail establishments such as restaurants, bars and liquor stores and social sources, such as friends, parents, or parties. According to the 2014 Illinois Youth Survey, among those who reported drinking in the past year, 49.3% of 10<sup>th</sup> grade students and 60.2% of 12<sup>th</sup> grade students reported getting alcohol at a party.

Sources of Alcohol Access	Among Alcohol Users in the Past Year...		
	8 <sup>th</sup>	10 <sup>th</sup>	12 <sup>th</sup>
<b>Social Access</b>			
<b>AT LEAST ONE social source (excluding parents)</b>	<b>51.5%</b>	<b>69.6%</b>	<b>76.4%</b>
A friend gave it to me	27.0%	50.2%	60.3%
<b>Got it at a party</b>	<b>34.1%</b>	<b>49.3%</b>	<b>60.2%</b>
Gave a stranger money to buy it for me	5.7%	12.2%	16.8%
My older brother or sister gave it to me	14.1%	18.2%	24.5%
Got it from an adult (other than my parents) WITH that adult's permission	23.5%	26.2%	30.0%

(Illinois Youth Survey 2014 State Report)

Teen parties are often a high risk setting for youth alcohol problems. Young people report their heaviest drinking at large parties. Parties that lack adult supervision can lead to serious problems, including impaired driving, sexual assault and other forms of violence, vandalism and property damage.

Sources: California Department of Alcohol Beverage Control<sup>(2)</sup>; Center for Prevention Research and Development<sup>(3)</sup>

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# Introduction

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## Origin of the Strategy

The controlled party dispersal strategy was initially developed in Montgomery County, Maryland, nearly two decades ago. Historically, officers responding to parties would scatter partygoers, simply pouring out the alcohol and turning a blind eye to the problem. A community tragedy sparked change. A parent in the community dispersed an underage drinking party by telling all of the underage drinkers to leave. Youth left the party in their vehicles, which resulted in an alcohol-related incident that took the life of one party attendee who was a passenger in the vehicle.

Officers realized that the tactics they were using to shut down parties were not much different than what this parent did. Officers also realized that simply scattering drinkers from an underage drinking party would expose them to liability. To solve this problem, these officers developed a method to disperse parties in a strategic and organized way that protected everyone involved. As a result of their initial work, the controlled party dispersal strategy was born.

Source: Underage Drinking Enforcement Training Center<sup>(11)</sup>

## Strategy Overview

Underage alcohol use undoubtedly is an extremely serious problem for all communities. Successful strategies to combat this issue include prevention and enforcement components. Enforcement strategies are commonly thought of as being related to retail sales of alcohol, yet youth gain access to alcohol in many ways, including through parents, siblings, or other adults. These access points can also be addressed by law enforcement.

Party prevention and controlled party dispersal is a law enforcement strategy that involves a number of measures to effectively prevent, identify and safely disperse underage drinking parties. There are four necessary components to a successful party prevention and controlled party dispersal strategy.

- **Party Prevention** includes safe party campaigns to provide information to parents and adult sponsors in order to keep their party alcohol-free and safe.
- **Party Identification** can include hotline reports, complaints received from neighbors, keg registrations, and/or routine patrol.
- **Party Containment** includes effective measures to contain a nuisance or underage party, gain entry, and gain control of the party area.
- **Party Dispersal** includes processing attendees, conducting an investigation to hold party hosts responsible, and arranging of safe transportation home for party attendees.

Party Prevention and Identification are proactive measures taken by the community to address underage drinking parties, while Party Containment and Dispersal are reactive measures, to respond to parties.

Source: Pacific Institute for Research and Evaluation<sup>(8)</sup>

## Summary of Effectiveness

Parties are a major way that underage youth gain access to alcohol. Parties are a major way that underage youth gain access to alcohol. When parties occur, law enforcement agencies can use controlled party dispersal operations to close an underage drinking party safely and efficiently. A successful controlled party dispersal strategy results in effective zero-tolerance enforcement by placing appropriate charges against the violator. It also minimizes the potential for disaster by ensuring that party attendees are provided safe rides home. Proper implementation of a controlled party dispersal strategy reduces the negative consequences associated with underage drinking.

## Intent

Controlled party dispersal operations are intended to dedicate appropriate available resources to safely contain party participants, identify adult providers, and effectively control the release of party attendees. This strategy works via general deterrence aimed at potential party hosts. The aim is to have sufficient consequences through enforcement, targeting hosts of parties to deter the supply of alcohol to underage youth and promoting safe and alcohol-free parties. If done well, these operations will eventually reduce the number and size of private parties, as potential hosts come to perceive a greater risk of citations and fines for serving alcohol to underage youth.

Source: National Research Council and Institute of Medicine<sup>(6)</sup>

## Benefits

Proper implementation of a controlled party dispersal strategy raises awareness of increased police activity and acts as a deterrent, preventing underage alcohol parties and emphasizing community norms to adults regarding the unacceptability of providing alcohol to minors. A party prevention and controlled party dispersal strategy:

- Educates youth, parents and the community on the dangers of underage drinking
- Reduces alcohol-related consequences
- Ensures youth and public safety
- Holds violators of laws/ordinances accountable
- Strengthens community norms that underage drinking parties will not be tolerated

Source: Pacific Institute for Research and Evaluation<sup>(8)</sup>



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# Community Support

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As this strategy may be new to a community, it will be essential to build community support for the new effort to ensure its success. The views of the public often influence what laws our community and law enforcement leaders put more emphasis on. Engaging several segments of the community is essential for an effective party prevention and controlled party dispersal strategy.

Preventionists can build support for party prevention and controlled party dispersal by:

- Educating the community about the underage drinking problem
- Promoting the laws and consequences for enabling underage drinking parties
- Informing the community about how and why controlled party dispersal operations are effective

## Critical Sectors

Underage drinking parties are a common access point for youth to obtain alcohol. Alcohol use by young people often is made possible by adults. After all, teens can't legally get alcohol on their own. Therefore, parents, community adults, and other influential groups should be provided information on the serious consequences associated with underage drinking. These audiences have a strong influence over the attitudes and behaviors of youth and are instrumental in creating community-level change.

- **Parents**  
Parents have a strong influence over the attitudes and behaviors of their children. When teens feel they have their parents' approval to drink alcohol, they tend to drink more - and more often - outside the home. On the other hand, adolescents are less likely to drink and have alcohol related problems when their parents set clear rules and expectations about drinking and have good parent-child communication. When parents know about underage alcohol use, they can protect their children from many of the high-risk behaviors associated with it.
- **Law Enforcement**  
Attitudes of local law enforcement officials can have a big impact on underage drinking in a community. Strong enforcement - or lack of enforcement - of underage drinking laws effect community norms and the public's perception of the acceptability of underage drinking.

- **Judicial System**

The judicial system can play a role in the perception of risk and consequences. A judicial system that prosecutes cases and follows through on sanctions/violations issued by law enforcement establishes norms that underage drinking is unacceptable. Prosecutors/adjudicators must be informed on the issue in the community and consequences of underage drinking to ensure cases are not dismissed.

- **Retailers**

Preventing retail sales to minors can help curtail underage drinking parties. Retailers must be informed on the issue and educated on the proper techniques for carding individuals to prevent knowingly or unknowingly selling alcohol to underage youth.

- **Other Adults**

Other adults in the community can play a role in preventing underage drinking parties. Community adults who refuse to purchase alcohol on behalf of underage youth (third party transactions) reduce youth access to alcohol. Adults in the community should be made aware of the negative consequences of underage drinking to build support for prevention.

## **Media Advocacy**

A crucial tool in building community support is media advocacy. Media advocacy is the strategic use of media to advance a social or public policy goal. Advocacy plays a role in educating the public, swaying public opinion and/or influencing policy-makers. There are a variety of ways to get the issue in the public eye, including:

- letters to the editor
- op-eds
- paid advertisements
- press releases
- press conferences
- interviews
- social media

It is important to engage multiple sectors of the community to develop support for the prevention strategy. Groups such as schools or universities, parent groups, or advocacy groups such as MADD or SADD can help build the political support needed to rally the community around enforcement initiatives.

Source: Pacific Institute for Research and Evaluation<sup>(9)</sup>; Underage Drinking Enforcement Training Center<sup>(11)</sup>

# Module Two:

## Strategy Components



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# Party Prevention

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A strong controlled party dispersal strategy must include an education component. The goal of law enforcement is not to eliminate parties, but instead is to discourage underage drinking and encourage safe and responsible behavior.

Parties and social gatherings are a part of our culture; an overall underage drinking strategy recognizes this and provides adults in the community with the tools and information to conduct safe events for youth. A party prevention and controlled party dispersal strategy needs effective adult intervention to succeed in creating community change.

Strategies that help to promote safe gatherings for youth include:

- Media advocacy campaigns
- Safe party education campaigns

## Media Advocacy Campaigns

Media advocacy can aid prevention efforts by informing the community of existing laws and ordinances. Parent-targeted media advocacy campaigns such as “Parents Who Host, Lose the Most,” have demonstrated effectiveness in some communities by providing education on health and safety risks, as well as the legal ramifications of serving alcohol at teen parties. Media advocacy campaigns strategically use media (e.g. television, radio, newspapers, etc.) to educate the community and sway public opinion.

## Safe Party Education Campaigns

Efforts should also be made to provide information on how to prevent youth access to alcohol at youth events. The goal of a safe party campaign is to provide education to help parents and other adults plan for a safe and alcohol-free party, change community perceptions and establish norms that it is not acceptable to give youth alcohol. A safe party campaign promoted by community groups and supported by law enforcement can be an effective means of educating parents and community adults. Campaigns may also include information for how to recognize if a minor has consumed alcohol and how to respond properly to the situation.

Safe party campaigns provide information through the media - materials such as fliers, brochures, etc., and may also utilize law enforcement and volunteers to conduct site visits with parents and sponsors of youth parties.

Safe party campaigns encourage youth and adults to work together to plan parties. The following checklist provides aspects of planning and tips for parents and youth to plan a successful party together.

## Safe Party Checklist & Tips [Planning the Party]

### **Where and when will the party be?**

Be clear on the details – decide what time the party will start and finish, the location and any other important details. Let guests in on the details.

### **Who will be invited?**

Knowing who is going to attend the party and restricting uninvited guests is essential to keeping the gathering at a reasonable size to manage and monitor safely. Decide on the guest list - choose guests you think will enjoy the sort of party you want to host and who can be trusted to behave in a responsible manner. Determine how many people you feel comfortable inviting. Make entrance to the party by invitation only, to ensure only those guests who have been invited are allowed in. Make sure your child does not advertise the party on social media, as it could encourage gatecrashers.

### **What are the rules?**

Guests need to know what is expected of them. Clearly communicate that alcohol, tobacco and other drugs will not be tolerated. Setting parameters of the party with youth from the beginning of what is, and what is not, acceptable at the party is the first step to ensure a safe gathering.

### **What entertainment and food will be provided?**

The best way to hold a fun, safe, alcohol-free party is to organize activities that will keep everyone entertained. Spend some time with your child planning activities like pool, table soccer, dance music, karaoke, games, and movies. Provide adequate food and non-alcoholic drinks.

### **Who needs to be informed?**

Contact guests' parents to ensure that they are aware of when the event starts and ends, what the rules are and that the event will be drug and alcohol free. You may also wish to let your local police station know about the party so they can provide assistance, if necessary. If the party is held at your home, it may help to notify the neighbors and to consider noise levels and their impact.

## Safe Party Checklist & Tips [Hosting the Party]

**Turn away party crashers.**

Not letting uninvited guests in the door help keeps the event under control. Parents are advised to be at the door and control who enters the party.

**Define the party area.**

Defining to guests what areas or rooms are accessible and inaccessible is an important step to ensuring party safety. Parents are suggested to restrict access to bedrooms they can lock, or bathrooms with medicine cabinets that might contain prescription drugs.

**Use a single entrance.**

A single entrance makes it easier for you to control who enters the party and helps keep gatecrashers out.

**Provide sufficient chaperones.**

Ensure adult supervision is adequate. Typically, one adult for every 10 to 15 guests is advised. Supervision is important to keep the party under control and so that you can assist if something goes wrong. Invite some of the other parents to the party to help with supervision and turn it into a mini get-together of your own. Have an emergency phone number list on hand.

Sources: Australian Drug Foundation<sup>(4)</sup>; Pacific Institute for Research and Evaluation<sup>(8)</sup>; Underage Drinking Enforcement Training Center<sup>(10)</sup>; Underage Drinking Enforcement Training Center<sup>(11)</sup>

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# Party Identification

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In order to successfully prevent underage drinking parties and conduct meaningful enforcement efforts, communication networks must be established to help identify when and where parties are planned or taking place, so that law enforcement may intervene either before underage drinking parties occur or before they get out of hand, in order to prevent and minimize potential consequences.

Methods of communicating known or suspected underage drinking parties to law enforcement may include:

- Hotlines or tip lines
- Party patrols
- Monitoring social media
- School resource officers

Having well-utilized and well-known methods for party identification is in and of itself a way to strengthen party prevention efforts. Potential hosts of underage drinking parties may be deterred from hosting such events knowing that there are methods of monitoring and reporting parties that will result in law enforcement taking action.

## Hotlines

Establishing an anonymous tip line for underage drinking parties is a strategy that can strengthen prevention and enforcement efforts. These lines can be used by retailers, parents, or anyone else in the community to provide information to law enforcement about underage drinking parties, both planned and in progress. Tip lines should be a separate line from normal police telephone lines. Some communities have found success in callers utilizing hotlines if they are monitored by an agency other than the police department, such as alcohol beverage control agencies, prevention organizations or coalitions, or concerned parent groups. Efforts should be made to publicize available hotlines to the community through education campaigns, emphasizing that callers remain anonymous.

## **Party Patrols**

Law enforcement can utilize party patrols on evenings when the likelihood of loud parties and noise complaints are high. Patrols focus on known party locations such as abandoned buildings, parks, or even residences. Patrols can also be conducted during high-risk events or seasons for underage drinking parties such as homecoming, prom, or spring break. In addition to preventing and deterring underage drinking parties, party patrols allow law enforcement to proactively identify and monitor party locations.

When law enforcement officers are conducting party patrols, or other operations related to underage drinking enforcement, dispatch should be made aware so that any related calls for service can be answered by these officers in order to more quickly and effectively respond to risky situations in the community. After parties are identified, officers begin planning and implementing controlled party dispersal operations to contain and safely disperse underage drinking or nuisance parties.

## **Social Media Monitoring**

Social media sites can be a primary source of information from youth. Sites should be utilized by law enforcement and community groups to prevent underage drinking parties by educating youth and adults about local laws and promoting visibility for enforcement efforts such as local tip lines. Social networking sites can also be used to monitor activity to help determine where parties or underage youth drinking events will be held. Monitoring activity online can help law enforcement to respond quickly and plan accordingly.

## **School Resource Officers**

Working with school resource officers or other school officials can help to encourage open communication. Schools may have information that can be shared with law enforcement to help identify party locations or party hosts. School resource officers may receive relevant information from school faculty and staff or directly from students. Building such lines of communication can help strengthen the controlled party dispersal strategy and build support for prevention efforts in the community.

Sources: Pacific Institute for Research and Evaluation<sup>(8)</sup>; Underage Drinking Enforcement Training Center<sup>(11)</sup>



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# Party Containment and Dispersal

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The enforcement operation sets out to contain and disperse the party.

The philosophy of controlled party dispersal operations is to develop an approach to underage drinking parties that is designed to contain the event instead of scattering it. Officers who are responding to underage drinking parties are often few in number, therefore officers must determine what resources are available and develop a planned approach to gain entry and contain the party. The process for containing the party and its attendees needs to be controlled in order to ensure the safety of all involved. It is critical to develop a comprehensive strategy to safely close parties and monitor exit avenues to reduce the possibility of drinking and driving and resolve the party situation without requiring repeated calls for service.

Controlled party dispersal operations also ensure the safe and controlled dispersal of party attendees. The process of dispersing a party should include processing party attendees, party hosts, and adult providers. Officers identify each attendee, determine if the individual has committed an offense and issue citations or arrests as necessary. A source investigation can also be conducted to determine the source of the alcohol to allow steps to be taken to cite identified provider(s) of alcohol. Successful dispersal also minimizes the potential for related consequences by ensuring that party attendees are provided safe rides home.

## Enforcement Operation

Once parties have been identified, officers will coordinate volunteers and resources necessary to conduct the controlled party dispersal operation. The operation has two phases:

The **initial response** where information is gathered about the party and the process of tactical planning begins. This phase includes the enforcement procedures of:

- Surveillance
- Monitoring traffic

The **enforcement phase** is where the plan to contain the party is executed. This phase includes the enforcement procedures of:

- Briefing
- Deployment
- Scene security
- Processing

### **Adherence to State and Local Requirements (laws, ordinances, policies)**

Prosecuting offenders involved in underage drinking parties includes the underage drinkers, as well as the individual(s) who provide alcohol or promote an environment where underage drinking occurs. The operation itself, as well as protocols regarding gaining entry, conducting a source investigation, and processing offenders should follow state and local requirements. As with any enforcement strategy, it is critical to consult with the legal community in your jurisdiction during planning to ensure that the protocols, procedures, and actions taken during the operation conform to the local legal requirements in the area.

Sources: California Department of Alcohol Beverage Control<sup>(2)</sup>; Pacific Institute for Research and Evaluation<sup>(8)</sup>; Underage Drinking Enforcement Training Center<sup>(11)</sup>

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# Initial Response

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## **Surveillance**

Rather than responding immediately to the party, surveillance is initiated to get law enforcement eyes on the party without being detected. Officers will typically set up their vehicles a short distance from the party site to monitor the party. Plainclothes officers and/or unmarked vehicles are ideal for surveillance. Surveillance is used to look for criminal activity such as underage drinking, and determine if there might be reasons to move immediately (e.g. observed assaults, crimes or dangerous situations). During this phase, officers determine how large the party is, how to safely approach it, and resources needed to safely respond. Officers will begin to gather information for a search warrant in the event they are denied entry.

## **Monitoring Traffic**

A surveillance officer typically relays information to other officers about persons/vehicles leaving a party. Other officers may follow and stop vehicles, based on probable cause, to determine the identity and age of the occupants and to determine if they have consumed alcohol. The officers conducting the traffic stop do not reveal their knowledge of the party. Officers issue any appropriate citations/arrests for alcohol violations to individuals leaving the party to maintain the integrity of the controlled party dispersal operation. Law enforcement typically contact the volunteer coordinator during this phase to notify volunteers and direct them to the briefing location if volunteers will be assisting in any components of the enforcement phase.

Source: Underage Drinking Enforcement Training Center<sup>(11)</sup>

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# Enforcement Phase

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## Briefing

Briefing is essential to ensure that all involved understand their role and responsibilities during the operation. Briefing typically occurs far enough away from the party so law enforcement is not visible to those coming and going from the party in order to prevent attendees from scattering. During briefing, assignments are given to officers and any volunteers assisting in the operation. Briefing details the approach and entry, how attendees will be processed, how situations will be handled once inside, and identifies equipment available (cameras, PBT, citation forms, etc.). During briefing a lead investigative officer is typically designated who will work to identify the adult enabler.

## Volunteers

Volunteers can be a substantial resource for controlled party dispersal operations.

- **Contacting Volunteers**

It can be challenging for law enforcement to manage volunteers or ensure that volunteers are available when needed. Have volunteers on reserve and designate a key contact to organize volunteer efforts. Key contacts can be responsible for initiating a phone tree to call out trained volunteers when needed. This will help give volunteers adequate time to respond and assist in the operation.

- **Assignments**

Volunteers will need to be directed to where briefing will take place. Once onsite, volunteers will typically be given assignments by the lead officer to assist with various aspects of the operation.

- **Volunteer in Charge (VIC)**

Law enforcement may choose to designate one individual as the Volunteer in Charge (VIC) who will coordinate all other assisting volunteers. The VIC may issue volunteers identifying gear (vest or specialized shirts or jackets) and any necessary equipment.

- **Safety**

Once volunteers are given assignments or directed to shadow a specific officer they should follow the protocols and procedures covered in their training. Volunteers should only assist in assignments they have been trained on and should never engage in any activities that would constitute a great deal of risk.

Sources: Lincoln Police Department<sup>(5)</sup>; Pacific Institute for Research and Evaluation<sup>(8)</sup>; Underage Drinking Enforcement Training Center<sup>(11)</sup>

## Equipment

Controlled party dispersal kits can be developed to ensure necessary supplies for a safe party dispersal operation are available when needed.

- **Cameras:** A Polaroid or digital camera can be utilized to process underage youth and to document the party scene to collect evidence against adult providers.
- **Preliminary Breath Testers (PBTs):** can be utilized to help process underage youth and determine if citations should be issued to minors. These testers can also help determine who can be released from the scene and if individuals should be allowed to drive home.
- **Binoculars:** can be utilized to assist in officer surveillance.
- **Night Vision Equipment:** can also be utilized to help with party surveillance procedures. This equipment often helps officers determine how to safely approach the party and determine if additional human resources are needed to safely conduct the operation.
- **Radios:** can also be included in controlled party dispersal kits to help relay information to other officers and volunteers during surveillance procedures.
- **Citation Forms:** can be pre-completed so that only the name and personal information needs to be documented during processing. This can save valuable time and resources in the field.
- **Cuff Restraints:** are typically included in the kits and used as needed to ensure safe processing of individuals.
- **Supplies for Evidence Collection:** Latex gloves, evidence bags, and chain of custody forms may be included in controlled party dispersal kits for officers to collect any evidence related to adult providers.

Other equipment may be included in kits such as: bull horns, flashlights, Miranda Warning Cards and/or Juvenile Rights Cards, tape/video recorders, pens/markers, and water. Law enforcement will determine what supplies will be necessary to ensure the safety of operations and take efforts to adequately prepare for calls for service and controlled party dispersal operations.

Sources: Pacific Institute for Research and Evaluation<sup>(8)</sup>; Underage Drinking Enforcement Training Center<sup>(11)</sup>

## Deployment

### Establishing Perimeters

To successfully contain and safely disperse underage drinking parties it is essential to establish perimeters as part of the controlled party dispersal operation. Both an inner and outer perimeter should be established when resources allow.

- **Inner Perimeter** (party containment): will prevent partygoers from leaving the home or immediate party area until control of the area is gained and will ensure officer safety
- **Outer Perimeter** (traffic control): will block the roadway to prevent impaired drivers from leaving the area

Once the perimeters are established, the team leader/supervisor makes contact with the homeowner or party host and attempts to gain safe entry to the home through consent, warrant or exigency. The contact officer may be able to gain consent by explaining the legal consequences of hosting an underage drinking party to the homeowner or party host.

### Gaining Entry

Once perimeters have been established, officers will make contact with the home or scene. Officers approaching a residence and attempting to make contact will make every attempt to gain voluntary compliance and entry. Officers will identify themselves and explain their reason for being at the premise. Law enforcement can gain entry through consent, search warrants, exigency, and other methods.

- **Consent**  
By far the easiest method of gaining entry is through consent. Consent is when the owner or resident allows the officer to enter the residence or building. Officers will determine if the person granting consent has the authority to do so. In some cases, persons with authority over the property may not be present (parents on vacation). Officers may be able to obtain consent from the legal resident even if they are not present by making phone contact, determining authority and being granted access. In order to gain consent, officers can inform the individual that law enforcement's primary concern is for the safety of the people at the party. Additionally, it can be very effective to explain the potential personal liabilities of the host if anyone at the party becomes injured or harmed.

- **Search Warrants**

For law enforcement to obtain a search warrant, they must establish probable cause that the incident is an underage drinking party or other criminal activity is occurring. Search warrants allow law enforcement to enter the home or building by order of a judge. Many agencies implementing controlled party dispersal operations establish policies requiring that warrants always be obtained prior to entering a residence or building, even if they have consent. Law enforcement agencies can develop templates with checkboxes or short narratives that can be utilized to quickly obtain search warrants, allowing officers to have them in-hand by the time briefing of the operation is completed and the operation can be deployed immediately. Securing search warrants prior to entry helps build community support for any citations or violations issued as a result of the operation. Search warrants also help ensure cases are not thrown out against adult providers/enablers due to improper or illegal entry onto the property, making search warrants the preferred method of entry.

- **Exigency**

Exigency is established when an officer determines immediate entry is needed in order to protect life. At underage drinking parties, exigency is usually established when law enforcement observes someone in distress. Incapacitated youth, the observation of violence, or the need to address medical emergencies usually qualifies as exigent circumstances. If an emergency is declared, and an exigent circumstance arises, all officers and volunteers assisting on the operation should be informed. Law enforcement can work with local prosecutors or the district attorney to determine what constitutes exigency in each jurisdiction.

- **Other Methods**

Some jurisdictions run registration checks on vehicles around the party and contact registered owners. This allows parents who are the vehicle owners to be informed that their child may be attending an underage drinking party, and officers are currently unable to check on the safety of the child. While some parents may try to intervene and prevent enforcement, it allows youth to safely leave the residence and provides an opportunity for law enforcement to gather information on the adult enabler. Officers can also look for vehicles with any parking violations and have cars towed. This prevents impaired driving and motivates attendees to exit the home. Finally, depending on rental contracts, in some instances landlords may have some legal recourse to enter the property to ensure that their property is not being damaged or potentially assist officers in gaining access.

Sources: Lincoln Police Department<sup>(5)</sup>; Pacific Institute for Research and Evaluation<sup>(8)</sup>; Underage Drinking Enforcement Training Center<sup>(11)</sup>

## Scene Security

After entry is made, officers will use a command presence and strong verbal direction to gain control. Officers then perform a sweep to make sure that the scene is secure. This search of the home or party area is used to identify any medical emergencies and ensure everyone in the area has been located and gathered into a secure area. This is a protective sweep of the entire home and/or event area intended to locate any youth or other persons who may be sick, hiding or unconscious, not a search for contraband.

Party attendees will be gathered into a secure area. Disorderly or impaired party attendees will be removed as soon as practical and processed accordingly. Any music will be turned off, and attendees will be informed that this is a police investigation and that everyone will be interviewed. The host of the party is typically separated from attendees for processing. If the alcohol provider is not present at the scene, a source investigation is often conducted to determine how alcohol was provided for the party and actions are taken to properly cite any providers.

## Source Investigations

Source investigations are utilized to determine how youth obtained alcohol. Determining the source of alcohol can be important for many reasons. Source investigations can: help to identify adult providers, allow law enforcement to determine what additional strategies are needed to prevent youth access, and deter adults in the community from providing alcohol to underage youth in the future.

A source investigation is an independent investigation conducted in addition to the interviewing and processing of youth. This investigation makes it possible for law enforcement to hold adults accountable under certain circumstances for not only providing alcohol to underage youth, but also for any assaults or injuries related to the incident. Source investigations allow law enforcement to potentially build a case using evidence and other witnesses. Working with prosecutors/adjudicators to ensure a prosecutable case is built against adult offenders is essential. Investigations require resources; however they have the ability to change community norms and enforce the message that supplying alcohol to minors is unacceptable and will not be tolerated.

Source: Underage Drinking Enforcement Training Center<sup>(11)</sup>



## Processing

Once an underage drinking party is properly contained and the scene is secure, officers begin processing underage drinkers for appropriate charges and work to conduct a source investigation to identify and build a case against adult enablers. Processing typically involves the administration of a preliminary breath test, identification of the underage drinker, issuing of citations (as necessary) and arranging for safe transportation home. With this strategy, enforcement is used as both an educational tool and a deterrent. It is critical that processing is done in a manner that provides the prosecutor with all of the evidence needed to make a case. The cases built on the underage drinkers become part of the larger case against the adult enabler.

To ensure consistency of investigations, procedures should be standardized for processing the scene. By standardizing processing, assignments can be made during briefing, allowing for the safe and efficient processing of large groups. Partygoers of legal drinking age will be released provided they have not committed a crime and have safe transportation home. Other attendees should be grouped according to age classifications: Adults (aged 21 and older) who are being cited with an offense (i.e. providing alcohol to a minor, or social host violation), Adults (aged 18-20), and Juveniles. After attendees are grouped by age, the processing procedures can begin. Two basic models can be utilized for controlled party dispersal operations.

### 3 Stations Model

In the 3 Stations Model, attendees move through 3 separate stations during processing.

- **Station 1:** An officer checks the individual's ID and makes preliminary observations. If appropriate, officer will administer preliminary breath test (PBT), and take photographs of the individual. Youth that have not consumed alcohol are released, while individuals being cited move on to Station 2.
- **Station 2:** Paperwork is completed by another officer or volunteer for individuals receiving citations/violations.
- **Station 3:** Release of the individual is facilitated by a separate officer or volunteer. It is evaluated if the individual needs safe transportation or if the individual can be released with just the citation.

This model can be more difficult for prosecutors as the grounds for arrest or custody can be questioned, since multiple officers/witnesses were involved in issuing the citation.

### **Stick-With-Me Model**

The Stick-With-Me Model involves the same three stations; however, one officer completes processing with each offender individually, moving through the stations together. The set-up for this model has one officer take the attendee to the first station to check their ID, make necessary observations, read Miranda rights, and administer the preliminary breath test. Individuals who have not consumed alcohol are released as appropriate. Offenders will be moved to the second station by the same officer to take photographs, complete necessary paperwork and write the citation. This same officer makes the determination regarding how the individual will be released. The Stick-with-me model can take more time, but is preferred for the court system as one officer/witness can testify regarding the decision to issue the citation/violation.

### **Volunteers and Processing**

In both the 3 Stations model and Stick-With-Me model, volunteers can be utilized to help staff each station. Volunteers can assist in documenting and completing paperwork, taking photographs and even writing-up citations. Law enforcement officers will need to sign off on any citations, however volunteers can get the paperwork started to save officers time. Volunteers can also be of great assistance in arranging for the release of attendees by calling parents and securing safe transportation home.

Source: Underage Drinking Enforcement Training Center<sup>(11)</sup>

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# Evidence

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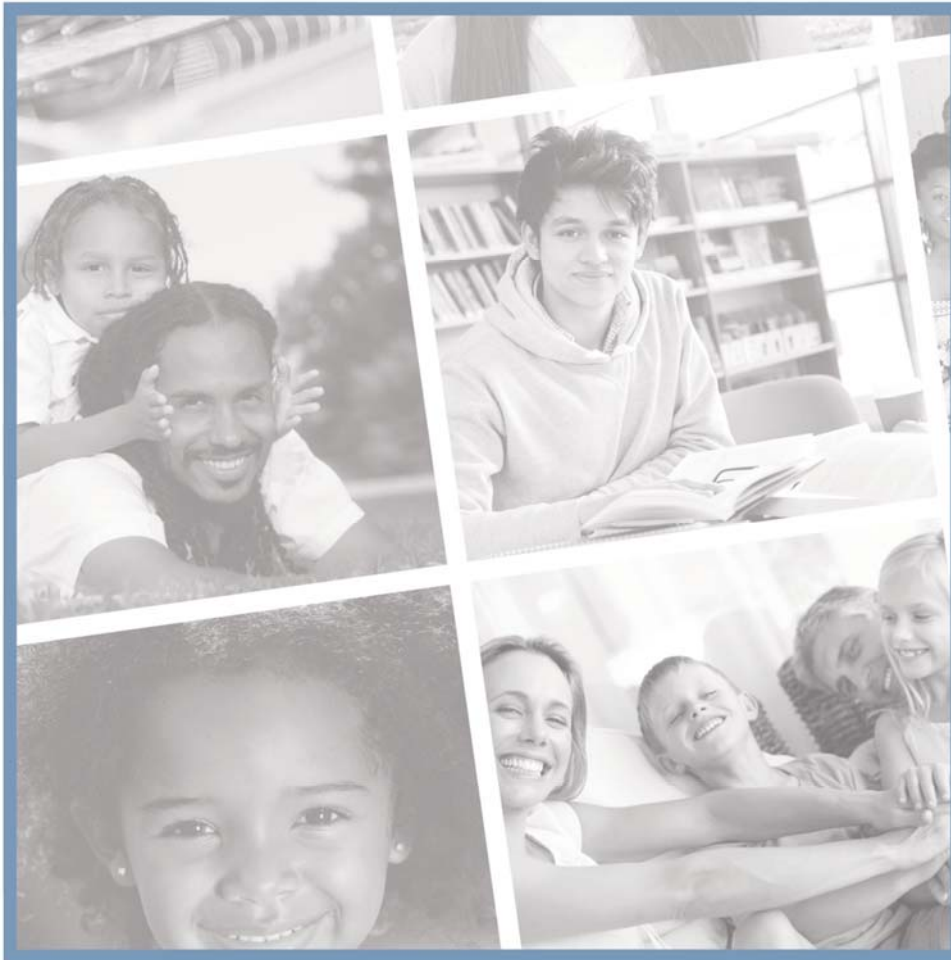
In order for prosecutors/adjudicators to have the means necessary to make a case against adult providers, it is important to ensure that appropriate evidence is collected.

The scene is often photographed and a basic diagram is typically captured so that photos can be referenced to the location's layout. Evidence will need to be collected to demonstrate that the adult enabler has control over the residence. Photographing pieces of mail, rental documents or other items to demonstrate the adult is in control of the residence can be instrumental in building a case against the adult. Photos documenting the consumption of alcohol can also be taken. In addition to drugs or any weapons, alcohol or related paraphernalia may also need to be collected as evidence to the incident. Proper evidence collection will allow law enforcement to build a prosecutable case against adult enablers and providers. This evidence will also be important for establishing liability in cases where the incident results in any assaults, injury, or harm to underage youth as a result of the party.

Source: Underage Drinking Enforcement Training Center<sup>(11)</sup>

# Module Three:

## SAPP Standards



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# SAPP Standards for Controlled Party Dispersal

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**Controlled Party Dispersal Operations** have been implemented in a way that demonstrates the following have been addressed:

1. The support of individuals/agencies responsible for leading enforcement efforts has been secured
2. The support of adjudicators/prosecutors has been secured
3. Enforcement efforts are targeted to locations and time of day/year based on data
4. Enforcement agencies have agreed to supply enforcement data with the coalition/provider as evidenced through a memorandum of understanding and/or subcontract
5. Training is provided for non-law enforcement operatives who are part of the enforcement effort
6. Sanctions for violation have been administered
7. The community has been notified at least once that controlled party dispersals operations will be conducted, and the consequences of being out of compliance or non-compliance with the law
8. Information about the controlled party dispersal operations results have been publicized within the community (including where to report unruly parties)– at least once per fiscal year

As you prepare to implement Controlled Party Dispersal, it is recommended that you develop a **Controlled Party Dispersal Plan** to meet each of the SAPP Standards. Each standard will be discussed in greater detail during this module.

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# Secure the Support of Enforcement

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## SAPP Standard:

1. The support of individuals/agencies responsible for leading enforcement efforts has been secured
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For the Controlled Party Dispersal Plan to be effective, law enforcement agencies must adopt the controlled party dispersal philosophy and establish policies that encourage or mandate its use when appropriate. Officers conducting controlled party dispersal operations should be trained and well-versed in the plan. The Controlled Party Dispersal Plan should include strategies to secure or maintain the support of law enforcement. If law enforcement is indifferent or even resistant to implementing a party prevention and controlled party dispersal strategy, determine the barriers to their support, and identify strategies for building their support over time.

## Demonstrate Community Support

Law enforcement generally supports efforts that are well supported by the community. By demonstrating that community support exists for the strategy, law enforcement may be compelled to take action.

## Educate about the Effectiveness of the Strategy

Education about the effectiveness of the strategy can be compelling to law enforcement. Use data from your community that indicates youth are obtaining alcohol from underage drinking parties as well as data that demonstrates who is enabling these parties to occur. Educate law enforcement that this strategy is based on the premise of general deterrence, and provide evidence that a controlled party dispersal strategy is an effective means to reduce underage drinking and the negative consequences associated with underage drinking parties.

## Articulate Benefits to Law Enforcement

Law enforcement can benefit from reduced calls for service and a reduction in alcohol-related problems within their jurisdiction through the effective implementation of this strategy. Reduction of underage drinking parties will also curtail violent crimes as well as sexual and physical assaults. Articulating the benefits law enforcement will gain by implementing this strategy can help secure their support.

## **Offer Support**

Stretched resources may be a barrier to police support for or willingness to lead this enforcement operation. Community coalitions and prevention agencies can partner with police by offering to supplement controlled party dispersal operations through prevention grants, as well as provide human resources, or volunteers to assist with processing and support for safe dispersals of parties. Additionally, demonstrate how the coalition plans to educate parents and other community adults and engage in coordinated prevention efforts, such as tip lines or safe party campaigns to complement the enforcement effort.

## **Review SAPP Standards**

Finally, if controlled party dispersal operations are funded by the Illinois Department of Human Services Substance Abuse Prevention Program, it is critical to review the SAPP Standards for Controlled Party Dispersal with law enforcement prior to implementation to ensure understanding and commitment to fulfill each standard.

## **Develop MOU/Sub-Contract**

Providers should document the agreement with law enforcement in Memorandum of Understanding (MOU) or Sub-Contract. An MOU is a document describing an agreement between two or more parties. Each MOU should include the following:

- Names of both parties and length/date of agreement
- Description of the scope of services, including timelines and compensation
- Roles and responsibilities of both parties
- Signature and date of each party

An MOU between a SAPP Provider/coalition and police agency should reflect and ensure that all SAPP Standards will be adhered to.

## **MOU (SAMPLE)**

This Memorandum of Understanding (MOU) is entered into between Anytown Police Department and ABC Coalition, for services from July 1, 2013 – June 30, 2014 as follows:

Anytown Police Department agency will conduct 4 rounds of party patrols for controlled party dispersal by no later than June 30, 2014. Payment shall be based on the cost of overtime for 2 officers and one supervisor for each round (3 hours) of patrols (\$1,000/patrol). Party patrols shall occur on a quarterly basis, or every 3 months, throughout the county, specifically targeting known party locations, and areas where parties attended by minors/underage drinking are probable.

Anytown Police Department shall work with ABC Coalition to coordinate patrols to increase the visibility and accessibility of law enforcement officers at the community level through:

- Targeting specific high risk times (i.e. prom, graduation, homecoming, spring break, etc.)
- Identifying areas where parties attended by minors will likely take place and underage drinking is probable
- Working with community partners to develop avenues for gathering community intelligence on probable locations and occurrences of parties attended by minors and where underage drinking (e.g. hotlines and monitoring social media)
- Calls for Service to locations in which occurrence of underage drinking is detected

During the term of this agreement, as long as funding is available, ABC coalition agrees to pay Anytown Police Department \$4,000.00 for 4 rounds of party patrols.

### **ABC Law Enforcement Agency agrees to:**

- Report all controlled party dispersal activity occurring during each quarter including:
  - Number of dispersals conducted and corresponding dates
  - Breakdown of charges/sanctions to adult providers, minors, and other charges (e.g. minor in possession, social hosting, providing alcohol to a minor, noise ordinance violations, etc.)
- Notify the Strategic Prevention Framework Project Coordinator, at least 2 weeks prior to each round of party patrol operations
- Provide the results of the party patrols to the Strategic Prevention Framework Project Coordinator within 2 weeks after the patrols are completed, including:
  - Dates of performed party patrols
  - Number of controlled party dispersal efforts conducted during funded party patrols
  - Number of locations where controlled party dispersals were conducted during funded party patrols
  - Number and types of citations or notice to appear issued during funded party patrols



- ABC Law Enforcement Agency agrees to adhere to all of the SAPP Standards for Controlled Party Dispersal (see attached).

**ABC Coalition agrees to:**

- Educate parents on their responsibility not to enable underage drinking parties through the implementation of a Safe Party Campaign
- Promote awareness of the policy/consequence of hosting underage drinking parties through media advocacy and education
- Develop and distribute press releases announcing results of controlled party dispersals
- Recruit and coordinate training for volunteers assisting in processing or safe party dispersal efforts
- Sign a Statement of Confidentiality regarding the advanced notice of enforcement operations

*Authorized Representative, ABC Coalition*

Date

*Authorized Representative, Anytown Police Department*

Date

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# Secure the Support of Adjudicators

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## **SAPP Standard:**

2. The support of adjudicators/prosecutors has been secured
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It is important for judicial partners such as district attorneys, judges, and prosecutors to understand the local underage drinking problems and the effectiveness of the controlled party dispersal strategy. Educating judges about local underage drinking problems and the goals of the operation can help build support and prevent dismissals or lack of administrative follow-through and prosecution. The Controlled Party Dispersal Plan should therefore address how judicial partners will be informed of the operation and include strategies to garner their support.

Alcohol laws and regulations are often complex and difficult to understand. Legal advice should be sought from local legal counsel with respect to the conduct of controlled party dispersal operations, from gaining entry, to the source investigation, and arrests.

Operations greatly impact the regulatory and criminal justice system. Sharing the plan with regulators, courts and prosecutors allows them to establish systems and prepare to deal with the additional charges generated by the enforcement campaign.

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# Target Enforcement Efforts

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## SAPP Standard:

3. Enforcement efforts are targeted to locations and time of day/year based on data
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In order to effectively target nuisance and underage drinking parties, and implement controlled party dispersal operations, procedures must be developed for party identification. Taking steps during planning to formalize how information is shared with patrol officers and developing processes to target enforcement operations can greatly enhance results.

- **Hotlines or tip lines**  
A hotline/tip line allows the public to anonymously report underage drinking parties that are planned or in progress. Tip lines should be a separate line from normal police telephone lines. Some communities have an agency other than the police department monitor the line, such as prevention organizations, coalitions, or concerned parent groups. The hotline should be publicized, emphasizing that callers remain anonymous.
- **Party patrols**  
Law enforcement may target their approach by proactively identifying and monitoring party locations. Law enforcement will need to determine when and where the patrols will occur, based on citizen complaints or prior information. Law enforcement will typically develop internal procedures during the planning process for dispatching calls related to underage drinking parties to trained officers.
- **Social media monitoring**  
Social media sites such as Facebook and Twitter may be monitored to identify underage drinking parties. During planning, relevant social media sites will need to be identified, as well as a process for monitoring the sites. Focus groups, surveys or interviews with youth might be helpful in identifying relevant sites.
- **School resource officers**  
School resource officers or school officials may have information about party locations or party hosts. Building lines of communication and establishing a process for sharing information with the relevant people are important steps during the planning phase.

Source: Pacific Institute for Research and Evaluation<sup>(8)</sup>

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# Share Enforcement Data

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## SAPP Standard:

4. Enforcement agencies have agreed to supply enforcement data with the coalition/provider as evidenced through a memorandum of understanding and/or subcontract

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SAPP providers/coalitions who are sponsoring and/or working with law enforcement to conduct party patrols/controlled party dispersal operations are required to obtain the results from all patrols conducted.

SAPP providers sponsoring controlled party dispersal operations must report:

- Date and number of dispersal efforts conducted
- Number of locations where controlled party dispersal operations were conducted
- Number of citations administered

A process/system for documenting and sharing information should be developed prior to the start of the patrols/operations. The agreement and methods for sharing information may be documented in an MOU or Linkage Agreement and should be included in the Party Prevention and Controlled Party Dispersal Plan.

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# Provide Training for Volunteers

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## SAPP Standard:

5. Training is provided for non-law enforcement operatives who are part of the enforcement effort (e.g. coalition members).
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Controlled party dispersal operations can be supported by coalition members, or other volunteers, to increase the resources available to law enforcement.

If law enforcement allows for volunteers to assist, those assisting in any component of the enforcement operation should be trained by law enforcement to ensure safety and reduce liability. The Controlled Party Dispersal Plan should include strategies and activities to ensure that volunteers receive adequate training to safely contribute to operations.

Volunteers can provide assistance in the following areas:

- Coordinating safe party campaigns or party prevention initiatives
- Generating media support through PSAs, press conferences, newspaper articles, editorials, op eds, radio and television
- Assisting officers during the enforcement operation by:
  1. Recording license plate numbers of vehicles in the immediate vicinity and supporting traffic monitoring
  2. Photographing the scene to gather evidence for a source investigation
  3. Assisting with the identification of partygoers at the scene
  4. Completing processing paperwork or other non-enforcement related tasks during processing
  5. Assisting officers with arranging safe rides home for party attendees

## Training

If law enforcement allows for volunteers to assist in any components of the enforcement operation, adequate training must be provided to volunteers by law enforcement. Volunteers assisting in the operation may require training on how to record license plate numbers and other necessary information to support the surveillance phase. Additionally, training may be needed for volunteers to assist in establishing outside perimeters and monitoring traffic to reduce impaired driving.

Volunteers assisting in the processing of individuals may need training on how to photograph the scene to assist in gathering evidence. Volunteers may also require training on how to identify partygoers at the scene or on how to complete paperwork to assist officers in processing individuals. Finally, volunteers may require training on the law enforcement protocols for contacting parents or other adults to arrange for safe transportation home.

Source: Pacific Institute for Research and Evaluation<sup>(8)</sup>; Lincoln Police Department<sup>(5)</sup>

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# Administer Sanctions

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## SAPP Standard:

6. Sanctions for violations have been administered

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The Controlled Party Dispersal Plan should identify the sanctions that will be applied for the violation of the law. Controlled party dispersal operations are most effective when they target not only the underage youth, but also the individual(s) who provide alcohol or who allow for underage drinking to occur.

The laws and ordinances in your jurisdiction form the basis for law enforcement efforts to prevent and reduce underage drinking. Law enforcement may use a blend of statutes that directly and indirectly deal with the issues surrounding underage drinking parties. The following laws may apply during controlled party dispersal operations.

## Possession/Consumption of a Minor

Underage possession or consumption of alcohol can result in a fine of at least \$500 and a possible suspension of driving privileges for youth violators in Illinois. Minors violating such laws may also be required to perform community service hours.

## Social Host

In Illinois, a Social Host Law (Public Act 097-1049) allows people to be held criminally and/or civilly liable for providing alcohol to underage youth who are not their own children. Effective January 1, 2013, Illinois law now states that individuals can be arrested and face criminal charges for simply allowing or permitting individuals under the age of 21 to drink alcohol at their residence or on their property – even if the individual did not directly supply or provide the underage person with alcohol. This law applies not only to parents but also college students and other adults who own or rent a residence

Consequences for Violations to this law include:

- Arrest and charges of a Class A Misdemeanor
- Fines of at least \$500
- Class 4 Felony if the violation directly or indirectly results in great bodily harm or death to any person, which penalties may include:
  - Incarceration for 1-3 years
  - Fines of up to \$25,000

## **Local Ordinances**

Ordinances can also be passed locally to provide greater flexibility to law enforcement agencies and local adjudicators and to provide communities with additional charging options or increased fines. Local ordinances may need to be developed or revised to ensure that the resulting citations, penalties, or sanctions will have the desired deterrent effect at the local level. Local ordinances might include possession/consumption of a minor and social host, as well as keg registration, nuisance abatement and official closing hours and alcohol prohibition in parks and other public areas.

Sources: Northwestern University<sup>(7)</sup>; Underage Drinking Enforcement Training Center<sup>(11)</sup>



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# Notify the Community

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## SAPP Standard:

7. The community has been notified at least once that controlled party dispersals operations will be conducted, and the consequences of being out of compliance or non-compliance with the law
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Party prevention and controlled party dispersal is a new strategy/concept in many communities. Thus, it is important to gather support for these initiatives so that they can be effectively implemented. Strategies for notifying the community should be included in the Controlled Party Dispersal Plan.

## Messages

The community should be informed that law enforcement will begin conducting controlled party dispersal operations and how the operations will prevent and reduce underage drinking and related problems. Media content should include:

- Information about the local underage drinking problem, including local alcohol use rates among youth, crash statistics, notable binge drinking incidents, hospital reports, etc.
- Related local and state laws, such as consumption of alcohol by a minor and the social host law/ordinance, including consequences/sanctions for violations.
- Strategies for party prevention and information about how to report underage drinking parties to law enforcement.

The community must be notified, at minimum, before the first operation is conducted. However, to ensure the message is received and to influence public opinion, the community should receive this information throughout implementation of the strategy. Media efforts should coincide with times of heightened awareness about the dangers of youth and alcohol, such as homecoming, prom, graduation, or holiday seasons.

## Target Audience

There are several target audiences within the community that should receive notification about the strategy:

- **Youth** should be targeted through school (letters, newspaper, announcements, etc.) as well as social media or other methods that youth find credible and reliable. Media content should provide information to raise awareness that law enforcement is cracking down on parties throughout the community, and the consequences of underage alcohol use.
- **Parents or other adult providers** should be made aware of the consequences violators face for providing alcohol to minors and deter provision of alcohol to minors. Parents may also be reached through schools, local parent groups and local media sources.
- **Community-at-large:** The community-at-large should receive information about the effectiveness of the strategy and that operations are designed to ensure youth and public safety and reduce alcohol-related consequences. Media content should include resources/guidance on how to report underage drinking parties to law enforcement. Use press releases, press conferences, paid advertisements, posters, interviews, social media, etc. to reach the community.

Source: Underage Drinking Enforcement Training Center<sup>(11)</sup>

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# Publicize Results

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## SAPP Standard:

8. Information about the controlled party dispersal operations results have been publicized within the community (including where to report unruly parties)– at least once per fiscal year
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The Controlled Party Dispersal Plan should include strategies for getting the media on board and outline the system to be used for collecting and reporting data. During the planning phase for controlled party dispersal operations, it is important to develop relationships with the media, learn their protocols and build support for the strategy.

## Develop a Process

Identify a process for publicizing the results/outcome of every operation. Timely information should be provided to the media right after an operation occurs to highlight the effectiveness of the program and help bolster continued support. Keep in mind that news becomes stale very quickly and a delay in contacting the media may result in the inability to obtain coverage. Publicity should always include information about how residents can report known or suspected underage parties to law enforcement.

## Establish a Relationship

Media coverage is needed to get the results publicized. Establishing a relationship with media outlets and generating their interest in the issue, prior to operations, will increase the likelihood of getting media coverage when it's needed. Media coverage of the issue can also generate community support for underage drinking enforcement.

In your plan, include strategies for building relationships with the media before operations begin, such as:

- Develop a current contact list that includes contact information for each relevant local media outlet
- Introduce yourself to reporters, editors and others that are most likely to cover your issue
- Provide information that will make your contacts want to stay on top of the issue
- Let them know you can be reached for comment on the issue when needed

Source: Pacific Institute for Research and Evaluation<sup>(9)</sup>

# Controlled Party Dispersal Plan Template

	Description/Checklist
1. Describe how the coalition will secure or maintain the support of law enforcement (attach MOU).	
2. Describe how the coalition will secure or maintain the support of adjudicators/prosecutors.	
3. Describe the process for scheduling enforcement to ensure effort are targeted to locations and time of day/year based on data.	
4. Describe the process and guidelines for the provider/coalition to obtain enforcement data from law enforcement (attach MOU).	
5. Describe plan to train non-law enforcement operatives.	
6. Describe the sanctions that will be applied for violations.	
7. Describe the process and strategies for notifying the community that operations will be conducted.	
8. Describe the methods and processes for publicizing results.	

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