

ND PFS Cost Tracking Practice

Responsible Beverage Sales

Fiji County, North Dakota identified retail accessibility as a problem area. In their strategic plan, they determined they wanted to do a responsible beverage sales intervention. Within this intervention, they will provide RBS trainings and purchase media about the RBS trainings. Finally, they are working on a city ordinance to require that servers be RBS trained.

The PFS Coordinator (Sally Smith) works full time and makes \$35,000 a year. She also receives \$7,000 worth of fringe benefits. This month, she spent 20% of her time doing general PFS work, 5% of her time setting up a social norming media campaign, 5% of her time meeting with local leaders about an RBST ordinance, 10% attending a training to be an RBS trainer, 5% of her time working with the newspaper to advertise RBS trainings, 5% on setting up a Life Skills program at the local high school, and 50% providing RBS trainings to local servers.

The office assistant makes \$28,000 a year and has a \$5,000 fringe benefit package. She spent 5% of her full time job organizing sign in sheets for attendance tracking at the RBS trainings. And 15% of her time this month scheduling sobriety checkpoints with law enforcement.

Sally contracted with the local newspaper to run ads about the RBS trainings. They ran 5 ads this month. Usually, the newspaper charges \$15 for each ad, but for prevention, they gave the organization each ad for \$8.

Through her local police chief, Sally was trained as a trainer for RBS. He makes roughly \$66,000 a year with his benefits. He provided (free of cost to Sally or her organization) 10% of his monthly work time to train Sally and 5% of his monthly time to teach the first class.

Sally needed to purchase a training book for \$72 that she can use for all the trainings. Each time she holds a class, she purchases \$15 worth of supplies. So far, Fiji County servers have been very responsive and they have not had to offer incentives for attendance. This month, they held 4 trainings.

Sally holds the RBS trainings at her office building and it is covered under the 20% G&A rate her organization applies to all direct costs.

Sally purchased Life Skills for the local high school for \$750 and hired a teacher at 30\$ an hour to teach the course in additional night classes.