

ANNUAL SYNAR REPORT

42 U.S.C. 300x-26

OMB № 0930-0222

FFY 2026

State: MN

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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 and young adult tobacco access laws (FFY 2024 Compliance Progress) and future plans to ensure compliance with the Synar requirements to reduce youth and young adult tobacco access rates (FFY 2025 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 states¹ 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 and young adult tobacco access laws when aggregated statistical data from state Synar reports can demonstrate to the Secretary the national progress in reducing youth and young adult 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

¹The 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).

with youth and young adult tobacco access laws.

Getting assistance in completing the Synar report

If you have questions about programmatic issues, you may call CSAP's Division of Primary Prevention 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 your Grants Management Specialist in the 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, 2024 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 2025 Synar Survey Results: States that use the Synar Survey Estimation System (SSES) must upload one copy of *SSES Tables 1–8* (in Excel) to WebBGAS. **Please note that, in the FFY 2025 ASR, SSES will generate Tables 6, 7, and 8, which are based on the optional microdata on product type, retail outlet type, and whether identification was requested. If your state does not submit these optional data, Tables 6, 7, and 8 will be blank. Tables 6, 7, and 8 are generated for the convenience of the state, and states are not required to submit completed versions of Tables 6, 7, or 8.** 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), as well as a database with the raw inspection data 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. This document should be different than the Appendix C attached to the Annual Synar Report.
- A scanned copy of the signed Funding Agreements/Certifications

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

FFY 2025: 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 2025 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 2025 is up-to-date and approved by the Center for Substance Abuse Prevention.
State: MN
Name of Chief Executive Officer or Designee: Assistant Commissioner Teresa Steinmetz
Signature of CEO or Designee: 
Assistant Commissioner MN Department of Human Title: Services Date Signed: 12/23/2025
If signed by a designee, a copy of the designation must be attached.

SECTION I: FFY 2025 (Compliance Progress)**YOUTH AND YOUNG ADULT 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 21.

- 1. Please indicate any changes or additions to the state tobacco statute(s) relating to youth and young adult access since the last reporting year. If any changes were made to the state law(s) since the last reporting year, please 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. Have there been any changes in state law that impact the state's protocol for conducting Synar inspections?**

☐ 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 and young adults to possess, purchase or receive tobacco
☐ Changed to require ID to purchase tobacco
☐ Changed definition of tobacco products
☐ Other change(s) (Please describe.) _____

- c. Have there been any changes in state law that impact the following?**

Licensing of tobacco vendors ☐ Yes ☒ No

Penalties for sales to minors ☐ Yes ☒ No

Vending machines ☐ Yes ☒ No

Added product categories to youth and young adult access law ☐ Yes ☒ No

- 2. Describe how the Annual Synar Report (see 45 C.F.R. 96.130(e)) was made public within the state prior to submission of the ASR. (Check all that apply.)**

☐ Placed on file for public review

☒ Posted on a state agency Web site (Please provide exact Web address and the date when the FFY 2025 ASR was posted to this Web address.)

The Synar Report will be located on the [Alcohol, drug and other addictions / Minnesota Department of Human Services](#) page, under Reports, Synar.

Date published: 12/23/2025

- ☐ 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.)* _____

3. Identify 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:

Minnesota Department of Human Services

Has this changed since last year's Annual Synar Report?

☐ Yes ☒ No

b. The state agency(ies) responsible for conducting random, unannounced Synar inspections:

Minnesota Department of Human Services

Has this changed since last year's Annual Synar Report?

☐ Yes ☒ No

c. The state agency(ies) responsible for enforcing youth and young adult tobacco access law(s):

Municipal Police Departments and County Sheriff's Departments

Has this changed since last year's Annual Synar Report?

☐ Yes ☒ No

4. Identify the following agencies and describe their relationship with the agency responsible 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).

Minnesota Department of Health

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

- ☐ Are the same
- ☐ Have a formal written memorandum of agreement
- ☒ Have an informal partnership
- ☒ Conduct joint planning activities
- ☐ Combine resources
- ☒ Have other collaborative arrangement(s) *(Please describe.)* The Minnesota Department of Human Services and Health have conducted state tobacco prevention and control meetings between the two departments for the purpose of information sharing and potential collaborations.
- ☐ No relationship

d. Does a state agency contract with the Food and Drug Administration's Center for Tobacco Products (FDA/CTP) to enforce the youth and young adult access and advertising restrictions in the Family Smoking Prevention and Tobacco Control Act?

☒ Yes ☐ No (if no, go to Question 5)

e. If yes, identify the state agency responsible for enforcing the youth and young adult 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)).

Minnesota Department of Human Services

f. Has the responsible agency changed since last year's Annual Synar Report?

☐ Yes ☒ No

g. Describe the coordination and collaboration that occur between the agency contracted with the FDA to enforce federal youth and young adult tobacco access laws and the 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
- ☐ Combine resources
- ☐ Have other collaborative arrangement(s) *(Please describe.)* _____
- ☐ No relationship

h. Does the state use data from the FDA enforcement inspections for Synar survey reporting?

☒ Yes ☐ No

5. Please answer the following questions regarding the state's activities to enforce the state's youth and young adult access to tobacco law(s) in FFY 2025 (see 42 U.S.C. 300x-26 and 45 C.F.R. 96.130(e)).

a. Which one of the following describes the enforcement of state youth and young adult access to tobacco laws carried out in your state? (Check one category only.)

- ☒ Enforcement is conducted exclusively by local law enforcement agencies.
☐ Enforcement is conducted exclusively by state agency(ies).
☐ Enforcement is conducted by both local *and* state agencies.

b. The following items concern penalties imposed for all violations of state youth and young adult access to tobacco laws by **LOCAL AND/OR STATE LAW ENFORCEMENT AGENCIES** (this does not include enforcement of local laws or federal youth and young adult tobacco access laws). 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
Number of <u>citations issued</u>	64	60	124
Number of <u>fines assessed</u>	119	74	193
Number of <u>permits/licenses suspended</u>	9	NA	9
Number of <u>permits/licenses revoked</u>	2	NA	2
Other (please describe): Minors cited/fined: 183/62 Minors warned in writing: 230 *Includes reported outcomes from 121 agencies (34% survey response rate)	NA	NA	475 (for minors)

c. Are citations or warnings issued to retailers or clerks who sell tobacco to minors for inspections that are part of the Synar survey?

☐ Yes ☒ No

If "Yes" to 5c, 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:

d. Which one of the following best describes the level of enforcement of state youth and young adult access to tobacco laws carried out in your state? (Check one category only.)

- ☐ Enforcement is conducted only at those outlets randomly selected for the Synar survey.
- ☐ Enforcement is conducted only at a subset of outlets not randomly selected for the Synar survey.
- ☒ Enforcement is conducted at a combination of outlets randomly selected for the Synar survey and outlets not randomly selected for the Synar survey.

e. Did every tobacco outlet in the state receive at least one compliance check that included enforcement of the state youth and young adult tobacco access law(s) in the last year?

☐ Yes ☒ No

Among the 14 agencies that reported being unable to check all retailers, 12 provided explanations. The most common reasons included oversight by the compliance officer, new stores or licenses not yet checked, businesses being closed, or uncooperative retailers.

f. What additional activities are conducted in your state to support enforcement and compliance with state youth and young adult tobacco access law(s)?

(Check all that apply and briefly describe each activity in the text boxes below each activity.)

☒ Merchant education and/or training

The Minnesota Department of Human Services facilitates the tobacco merchant education program Congratulate and Educate. The program's goals are to implement tobacco merchant education and increase the number of tobacco compliance checks across the state of Minnesota. DHS also has prevention grantees which have a multi-area focus including tobacco prevention. DHS also facilitates the Waybinagay Program (which means "to release or let go of" in Ojibwe). The program is aimed at preventing Twin Cities Native American youth ages 11 to 26 from using commercial tobacco products, alcohol, marijuana, and other drugs. The program utilizes an eight-session curriculum that blends cultural traditions with contemporary best practice approaches to preventing ATOD problems and is followed up by a cultural practices group.

The Association for Nonsmokers-Minnesota (ANSR), with assistance from the Public Health Law Center and support from the Minnesota Department of Health (MDH), developed an online merchant education and training program, Stop Sales to Minors, which was implemented nine years ago. It is a free comprehensive, online training that covers state and federal laws regulating the sale of commercial tobacco, electronic cigarettes, and commercial tobacco-related devices. This online training tool is available to all tobacco merchants in the state at no cost.

One of the focuses of the MDH grantees is implementing Point of Sale strategies. The activities include modernizing local tobacco retail license ordinances to include stronger licensing requirements such as higher license fees, conformance with state minimum sales age of 21, and additional compliance checks. Minnesota's state law requires municipalities to conduct one annual compliance check of licensed retailers the state sets the minimum penalty for noncompliance

☒ Incentives for merchants who are in compliance (e.g., nonenforcement compliance checks in which compliant retailers are given positive reinforcement

and noncompliant retailers are warned about youth and young adult access laws)

Through the DHS Congratulate & Educate Program the retailers or clerks receive a certificate and positive reinforcement if they pass the compliance check.

Through the MDH-supported online merchant education and training program (Stop Sales to Minors) participants receive a certificate of completion. Merchants who are in compliance during nonenforcement compliance checks are given positive reinforcement and noncompliant retailers are warned about youth and young adult access laws.

☒ Community education regarding youth and young adult access laws

Both the Minnesota Department of Human Services tobacco merchant education program, Congratulate & Educate, and the Minnesota Department of Health – supported online merchant education and training program (Stop Sales to Minors), educate clerks and owners on state and federal youth access laws.

☒ Media use to publicize compliance inspection results

Many local communities report their annual tobacco compliance check results in public meetings and/or in the local news. Local public health and state partners educate the community about youth access to commercial tobacco and local compliance check results on their websites.

☒ Community mobilization to increase support for retailer compliance with youth and young adult access laws

The Minnesota Department of Human Services communicates with Police Chiefs and County Sheriffs emphasizing the importance of enforcement of state and local tobacco access laws through the Synar Tobacco Enforcement survey. Minnesota Department of Human Services partners with Police, Sheriff, and Public Health departments to conduct the Congratulate and Educate tobacco merchant education project. The Minnesota Department of Health and its partners have strengthened local and state policies, secured new funding, developed a statewide infrastructure for cessation and commercial tobacco treatment services, and provided innovative community-level support. Through MDH's grant programs, local public health agencies implement policy, systems, and environmental changes and CDC recommended evidence-based strategies focusing on point-of-sale. Many grantees are updating local retail licensing ordinances and adopting point-of-sale strategies. For example, more than 25% of all Minnesotans are protected by local laws that prohibit the sale of flavored commercial tobacco.

☒ Other activities (*Please list.*) _____

The 2023 Minnesota Legislature passed legislation dedicating JUUL settlement funds to a separate account for the Minnesota Department of Health. Funded activities must prioritize preventing people under the age of 21 from using commercial tobacco, electronic delivery devices, tobacco-related devices, and nicotine delivery products; promote racial and health equity; and use strategies that are evidence-based or based on promising practices. Two competitive requests for proposals were released in FY2025.

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 2025 (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 ☒ No

The state is required to have an approved up-to-date description of the Synar sampling methodology on file with CSAP. Please submit a copy of your Synar Survey Sampling Methodology (Appendix B). If the sampling methodology changed from the previous reporting year, these changes must be reflected in the methodology submitted.

a. If yes, describe how and when this change was communicated to SAMHSA

7. Please answer the following questions regarding the state's annual random, unannounced 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, upload a copy of SSES tables 1–8 (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 right limit of the right-sided 95% confidence interval.

	+	(1.645	×)	=	
RVR Estimate	plus	(1.645	times	Standard Error)	equals	Right Limit	

Accuracy rate

Completion rate

c. **Fill out Form 1 in Appendix A (Forms 1–5).** *(Required regardless of the sample design.)*

d. **How were the (weighted) RVR estimate and its standard error obtained?**
(Check the one that applies.)

☐ Form 2 (Optional) in Appendix A (Forms 1–5) *(Attach completed Form 2.)*

☐ Other *(Please specify. Provide formulas and calculations or attach and explain the program code and output with description of all variable names.)*

e. **If stratification was used, did any strata in the sample contain only one outlet or cluster this year?**

☐ Yes ☐ No ☐ No stratification

If Yes, explain how this situation was dealt with in variance estimation.

f. **Was a cluster sample design used?**

☐ Yes ☒ No

If Yes, fill out and attach Form 3 in Appendix A (Forms 1–5), and answer the following question.

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)	243
Target sample size (the product of the effective sample size and the design effect)	243
Original sample size (inflated sample size of the target sample to counter the sample attrition due to ineligibility and noncompletion)	372
Eligible sample size (number of outlets found to be eligible in the sample)	354
Final sample size (number of eligible outlets in the sample for which an inspection was completed)	353

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

8. Did the state's Synar survey use a list frame?

☒ Yes ☐ No

If Yes, answer the following questions about its coverage.

a. The calendar year of the latest Sampling frame coverage study: 2025

b. Percent coverage from the latest Sampling frame coverage study: 89.9%

c. Was a new study conducted in this reporting period?

☒ Yes ☐ No

If Yes, 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: 2028

9. Has the Synar survey inspection protocol changed from the previous year?

☐ Yes ☒ No

The state is required to have an approved up-to-date description of the Synar inspection protocol on file with CSAP. Please submit a copy of your Synar Survey Inspection Protocol (Appendix C). If the inspection protocol changed from the previous year, these changes must be reflected in the protocol submitted.

a. If Yes, describe how and when this change was communicated to SAMHSA

b. Provide the inspection period: From 10/01/2024 **to** 9/30/2025
MM/DD/YY MM/DD/YY

c. Provide the number of youth and young adult inspectors used in the current inspection year:

36

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.

Table 4 shows 45. This difference is due to 9 of the inspectors having birthdays during the inspection period. They are uniquely identified by adding a “.2” to their 3 digit ID code.

d. 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 2026 (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 and young adult tobacco access.

1. In the upcoming year, does the state anticipate any changes in:

Synar sampling methodology ☐ Yes ☒ No

Synar inspection protocol ☐ Yes ☒ No

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 2027. Include a brief description of plans for law enforcement efforts to enforce youth and young adult tobacco access laws, activities that support law enforcement efforts to enforce youth and young adult tobacco access laws, and any anticipated changes in youth and young adult tobacco access legislation or regulation in the state.

MN passed the Freedom to Breathe Act, implemented 10/01/07, restricting smoking in public places.

Continued compliance checks in counties and municipalities as per state law.

Continued Department of Human Services Synar tobacco compliance checks using FDA inspectors.

Continued Department of Human Services FDA undercover buy compliance checks.

Continued survey of enforcement agencies to access tobacco violation activity.

Conduct the "Congratulate & Educate" educational compliance check program where local law enforcement and/or public health agencies are incentivized to conduct educational tobacco compliance checks and tobacco merchant education.

No changes in youth access legislation are anticipated.

MDH will continue to support its grantees' efforts to strengthen local licensing ordinances through grant funding

MDH holds monthly training, and technical assistance calls for their 82 funded grantees.

The Public Health Law Center published a supplement to “Tracking Commercial Tobacco Laws: A Minnesota State Digest.”

The Public Health Law Center published “Commercial Tobacco Retail Licensing Enforcement Best Practices and Inspections Checklist for Minnesota Communities.”

MDH created local county profiles that show commercial tobacco's toll in each county in one year. They also include local and statewide data on products stores sell, youth commercial tobacco use, and community solutions for reducing commercial tobacco use.

The Minnesota Attorney General sent a letter to more than 5,000 tobacco distributors and retailers asking them to stop distributing, marketing, and selling unauthorized and illegal flavored tobacco products in Minnesota and continues to address the unauthorized sale of these products

MDH has a template letter for local public health to send to local cities and licensing authorities to increase awareness of the new state law regarding deceptive vaping devices.

2024 MN DHS BHD hired a Nicotine/ Cannabis Policy Lead

3. Describe any challenges the state faces in complying with the Synar regulation. (Check all that apply and describe each challenge in the text box below it.)

- ☒ Limited resources for law enforcement of youth and young adult access laws

Among the 14 agencies that reported being unable to check all retailers, 12 provided explanations. The most common reasons included oversight by the compliance officer, new stores or licenses not yet checked, businesses being closed, or uncooperative retailers.

- ☐ Limited resources for activities to support enforcement and compliance with youth and young adult tobacco access laws

- ☐ Limitations in the state youth and young adult tobacco access laws

- ☐ Limited public support for enforcement of youth and young adult tobacco access laws

- ☐ Limitations on completeness/accuracy of list of tobacco outlets

- ☐ Limited expertise in survey methodology

☐ Laws/regulations limiting the use of minors in tobacco inspections

☒ Difficulties recruiting youth and young adult inspectors

It is difficult recruiting and retaining an adequate number of underage purchases given the need for employees across all hiring platforms and the competitive wages being offered by other businesses.

☐ Issues regarding the balance of inspections conducted by youth inspectors age 15 and under

☐ Issues regarding the balance of inspections conducted by one gender of youth and young adult 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

☐ Other challenges (*Please list.*) _____

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 2026). 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.)

[illegible]

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 2025).

- 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: 2026
(1) Stratum Name	(2) N Number of Outlets in Sampling Frame	(3) n Original Sample Size	(4) n1 Number of Sample Outlets Found Eligible	(5) n2 Number of Outlets Inspected	(6) x Number of Outlets Found in Violation	(7) p=x/n2 Stratum Retailer Violation Rate	(8) N'=N(n1/n) Estimated Number of Eligible Outlets in Population	(9) w=N'/Total Column 8 Relative Stratum Weight	(10) pw Stratum Contribution to State Weighted RVR	(11) s.e. Standard Error of 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 ($w=N'/\text{Total Column 8}$)
 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 2025).

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: _____				
FFY: 2026				
(1) Row #	(2) Stratum Name	(3) Number of PSUs Created	(4) Number of PSUs Selected	(5) Number of PSUs in the Final 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 2026).

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: _____ FFY: 2026 _____			
(1) INELIGIBLE		(2) ELIGIBLE	
Reason for Ineligibility	(a) Counts	Reason for Noncompletion	(a) Counts
Out of business		In operation but closed at time of visit	
Does not sell tobacco products		Unsafe to access	
Inaccessible by youth or young adult		Presence of police	
Private club or private residence		Youth or young adult inspector knows salesperson	
Temporary closure		Moved to new location	
Unlocatable		Drive-thru only/youth or young adult 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) <i>(Describe.)</i>	
Other ineligibility reason(s) <i>(Describe.)</i>			
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 and young adult 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 2026).

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

Column 2: Enter the number of successful buys by youth and young adult 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 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 Characteristics		
		State: _____
		FFY: 2026
	(1) Attempted Buys	(2) Successful Buys
Male		
15 years		
16 years		
17 years		
18 years		
19 years		
20 years		
Male Subtotal		
Female		
15 years		
16 years		
17 years		
18 years		
19 years		
20 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) and respond to Question #10 of Appendix B to provide the requested information about sample size calculations for the Synar survey conducted in FFY 2025.

APPENDIX B: SYNAR SURVEY SAMPLING METHODOLOGY

State: MN
FFY: 2026

1. What type of sampling frame is used?

- ☒ List frame (*Go to Question 2.*)
☐ Area frame (*Go to Question 3.*)
☐ List-assisted area frame (*Go to Question 2.*)

2. List all sources of the list frame. Indicate the type of source from the list below. Provide a brief description of the frame source. Explain how the lists are updated (method), including how new outlets are identified and added to the frame. In addition, explain how often the lists are updated (cycle). (*After completing this question, go to Question 4.*)

Use the corresponding number to indicate Type of Source in the table below.

- | | |
|---|--|
| 1 – Statewide commercial business list | 4 – Statewide retail license/permit list |
| 2 – Local commercial business list | 5 – Statewide liquor license/permit list |
| 3 – Statewide tobacco license/permit list | 6 – Other |

Name of Frame Source	Type of Source	Description	Updating Method and Cycle
FDA Tobacco Inspection Management System (TIMS)	6	List of all tobacco retailers in the state of Minnesota.	Updating is continually ongoing. Updates come from in person inspections.
City/County Retailer Lists	2	List of all tobacco retailers from every licensing authority in the state.	Every 1-2 years we request tobacco retailer lists from every city/county in the state.

3. If an area frame is used, describe how area sampling units are defined and formed.

a. Is any area left out in the formation of the area frame?

☐ Yes ☐ No

If Yes, what percentage of the state's population is not covered 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?

☒ Yes ☐ No

If **No**, please indicate the reason(s) they are not included in the Synar survey. Please check all that apply.

- ☐ State law bans vending machines.
- ☐ State law bans vending machines from locations accessible to youth and young adults.
- ☐ State has a contract with the FDA and is actively enforcing the vending machine requirements of the Family Smoking Prevention and Tobacco Control Act.
- ☐ Other (Please describe.) _____

If **Yes**, please indicate how likely it is that vending machines will be sampled.

- ☐ Vending machines are sampled separately to ensure vending machines are included in the sample
- ☒ Vending machines are sampled together with over the counter outlets, so it is possible that no vending machines were sampled, however they are included in the sampling frame and have a non-zero probability of selection
- ☐ Other reasons (Please describe.) _____

5. Which category below best describes the sample design? (Check only one.)

- ☐ **Census** (STOP HERE: Appendix B is complete.)

Unstratified 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.)

Stratified 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.) _____

6. Describe the systematic sampling methods. (After completing Question 6, go to Question 7 if stratification is used. Otherwise go to Question 9.)

7. Provide the following information about stratification.

a. Provide a full description of the strata that are created.

b. Is clustering used within the stratified sample?

- ☐ **Yes** (Go to Question 8.)

☐ **No** (Go to Question 9.)

8. Provide the following information about clustering.

- a. Provide a full description of how clusters are formed.** *(If multistage clusters are used, give definitions of clusters at each stage.)*

- 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?**

☒ **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.**

10. Provide the following information about sample size calculations for the Synar survey conducted in FFY 2025.

- 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: 9.48%

Frame Size: 4097

Input for Target Sample Size:

Design Effect: 1

Inputs for Original Sample Size:

Safety Margin: 50%

Accuracy (Eligibility) Rate: 98.02%

Completion Rate: 100%

- b. If the state uses the sample size formulas embedded in the SSES Sample Size Calculator to calculate the stratum level sample sizes, please provide the stratum level information:**

--

- 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 SUMMARY

State: MN

FFY: 2026

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 does the state Synar survey protocol address the following?

a. Consummated buy attempts?

- ☒ Required
☐ Permitted under specified circumstances (Describe: _____)
☐ Not permitted

b. Youth and young adult 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 and young adult inspectors to be compensated?

- ☒ Required
☐ Permitted under specified circumstances (Describe: _____)
☐ Not permitted

2. Identify the agency(ies) or entity(ies) that actually conduct the random, unannounced Synar inspections of tobacco outlets. (Check all that apply.)

- ☐ Law enforcement agency(ies)
☒ State or local government agency(ies) other than law enforcement
☐ Private contractor(s)
☐ Other

List the agency name(s): _____

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)?

☐ Always ☐ Usually ☐ Sometimes ☐ Rarely ☒ Never

4. Describe the type of tobacco products that are requested during Synar inspections.

- a. What type of tobacco products are requested during the inspection?

- ☒ Cigarettes
☐ Small Cigars
☒ Cigarillos
☐ Smokeless Tobacco
☒ Electronic Cigarettes/Electronic Nicotine Delivery Systems (ENDS)
☐ Other

- b. Describe the protocol for identifying what types of products and what brands of products are requested during an inspection.

Per the current inspection protocol, Youth inspectors (underage purchasers) should attempt to purchase E-cigarettes/e-liquid if available, cigars (cigarillos) as a secondary ask and cigarettes as a third option, if the other two are not available. These types of tobacco should remain consistent for all inspections.

- 5a. Describe the methods used to recruit, select, and train adult supervisors.

Adult Inspectors are current Minnesota Department of Human Services staff who are Commissioned Officers of the Federal Department of Health and Human Services. Our FDA inspectors complete the FDA Inspector training program and are State of Minnesota employees. They have been conducting inspections since the inception of the FDA Tobacco Program in MN. The Synar inspections are conducted by the FDA inspectors in the same manner that FDA requires with the exception of the specific types of product purchased consistently and the specific age of underage purchasers as required by the Synar protocol of 17-20 years of age.

- 5b. Describe the methods used to recruit, select, and train youth and young adult inspectors.

Underage purchasers are recruited by state staff to conduct FDA inspections. They are trained with the FDA underage purchaser training and on the job training with the Program Coordinator and adult inspectors.

6. Are there specific legal or procedural requirements instituted by the state to address the issue of youth and young adult inspectors' immunity when conducting inspections?

- a. Legal

☒ Yes ☐ No

(If Yes, please describe.)

Minnesota Statute 609.685 Subd. 2 states:

Other offense Use of false identification.

A person under the age of 21 years who purchases or attempts to purchase a product containing or delivering nicotine or lobelia intended for human consumption, or any part of such a product, that is not tobacco or an electronic delivery device as defined by section [609.685](#), and who uses a driver's license, permit, Minnesota identification card, or any type of false identification to misrepresent the person's age, is guilty of a misdemeanor shall only be subject to an alternative civil penalty in accordance with subdivision 3. No penalty shall apply to a person under the age of 21 years who purchases or attempts to purchase these products while under the direct supervision of a responsible adult for training, education, research, or enforcement purposes.

b. Procedural

☐ Yes ☒ No

(If Yes, please describe.)

7. Are there specific legal or procedural requirements instituted by the state to address the issue of the safety of youth and young adult inspectors during all aspects of the Synar inspection process?

a. Legal

☐ Yes ☒ No

(If Yes, please describe.)

b. Procedural

☒ Yes ☐ No

(If Yes, please describe.)

Procedurally adult inspectors are instructed that the inspection should not be conducted if the adult or youth inspector perceive the site as unsafe. The adult inspector is to enter the establishment prior to the youth to assess the safety of the environment. They are not to leave until the youth has safely left. Underage purchasers have a key to the vehicle so they can let themselves in and lock the door, if necessary, prior to the adult inspector arriving back at the vehicle. Underage purchasers do not use ID's as a safety precaution, so retailers do not have access to their name and address.

8. Are there any other legal or procedural requirements the state has regarding how inspections are to be conducted (e.g., age of youth and young adult inspector, time of inspections, training that must occur)?

a. Legal

☒ **Yes** ☐ **No**

(If Yes, please describe.)

Subd. 5.

Compliance checks.

A licensing authority shall conduct unannounced compliance checks at least once each calendar year at each location where tobacco, tobacco-related devices, electronic delivery devices, or nicotine or lobelia delivery products are sold to test compliance with sections 609.685 and 609.6855. Compliance checks conducted under this subdivision must involve persons at least 17 years of age, but under the age of 21, who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase tobacco, tobacco-related devices, electronic delivery devices, or nicotine or lobelia delivery products under the direct supervision of a law enforcement officer or an employee of the licensing authority. The age requirements for persons participating in compliance checks under this subdivision shall not affect the age requirements in federal law for persons participating in federally required compliance checks of these locations.

b. Procedural

☒ **Yes** ☐ **No**

(If Yes, please describe.)

All youth inspectors are trained in a face-to-face virtual training facilitated by the Program Coordinator and complete the FDA Minor Inspector Training prior to conducting Synar inspections.

The MN Synar Protocol was revised, with approval in 2015 to use only 16 year old youth for the Synar inspections. The Protocol was again revised and approved in 2017 to allow the youth to request newly deemed tobacco products, including e-cigs and cigarillos.

The MN Synar Protocol was revised in 2020 to use 16 & 17 year old youth to be in compliance with the newly revised MN State laws listed above (16 year olds were included because 16 year olds had already conducted Synar inspections prior to the state statute requiring youth to be at least 17). We also revised the protocol to allow the youth to request the “types” of products rather than the specific “brands” of products.

The MN Synar Protocol was revised in 2021 to include 17-20 year old youth to comply with the new MN laws listed above.

APPENDIX D: LIST SAMPLING FRAME COVERAGE STUDY

(LIST FRAME ONLY)

State: MN
FFY: 2026

1. Calendar year of the coverage study: 2025

2. a. Unweighted percent coverage found: 88.9%
 b. Weighted percent coverage found: 88.9%
 c. Number of outlets found through canvassing: 234
 d. Number of outlets matched on the list frame: 208

3. a. Describe how areas were defined. (e.g., census tracts, counties, etc.)

Census tract was used as sampling area. A total of 1,502 census tracts, covering all land area of the state, were included in sampling.

b. Were any areas of the state excluded from sampling?

☐ Yes ☒ No

If Yes, please explain.

4. Please answer the following questions about the selection of canvassing areas.

a. Which category below best describes the sample design? (Check only one.)

☐ Census (Go to Question 6.)

Unstratified statewide sample:

☐ Simple random sample (Respond to Part b.)

☐ Systematic random sample (Respond to Part b.)

☐ Single-stage cluster sample (Respond to Parts b and d.)

☐ Multistage cluster sample (Respond to Parts b and d.)

Stratified sample:

☒ Simple random sample (Respond to Parts b and c.)

☐ Systematic random sample (Respond to Parts b and c.)

☐ Single-stage cluster sample (Respond to Parts b, c, and d.)

☐ Multistage cluster sample (Respond to Parts b, c, and d.)

☐ Other (Please describe and respond to Part b.) _____

b. Describe the sampling methods.

A stratified simple random sampling method was used with two strata (urban and rural). The sampling unit was Census Tract. Out of 1,502 census tracts, 50 tracts were randomly selected: 26 from urban stratum and 24 from rural stratum, following the guideline provided by SAMHSA.

c. Provide a full description of the strata that were created.

There were two strata: urban and rural.

The urban stratum was defined as the seven counties including the Twin Cities (Minneapolis and St. Paul) metropolitan area and the surrounding counties. This is a standard convention for Minnesota. The seven counties (Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington) cover 784 census tracts (52% of the state total).

The rural stratum covers the remaining 80 counties in Minnesota with 718 census tracts (48% of the total).

Together, the 2 strata cover 100% of the state of Minnesota.

d. Provide a full description of how clusters were formed.

5. Were borders of the selected areas clearly identified at the time of canvassing?

☒ Yes ☐ No

6. Were all sampled areas visited by canvassing teams?

☒ Yes (*Go to Question 7.*) ☐ No (*Respond to Parts a and b.*)

a. Was the subset of areas randomly chosen?

☐ Yes ☐ No

b. Describe how the subsample of visited areas was drawn. Include the number of areas sampled and the number of areas canvassed.

7. Were field observers provided with a detailed map of the canvassing areas?

☒ Yes ☐ No

If No, describe the canvassing instructions given to the field observers.

8. Were field observers instructed to find all outlets in the assigned area?

☒ Yes ☐ No

If No, respond to Question 9.

If Yes, describe any instructions given to the field observers to ensure the entire area was canvassed, then go to Question 10.

Field observers were explicitly instructed to canvass each and every road in the sampled area. The field observers were instructed to canvass both sides of the roads that formed the borders of selected census tracts. The canvassing team drove down all roads in the selected tracts, and they walked into any properties where there was any chance that tobacco products might be sold. If the property was closed at the time the canvassing team visited it, the team would return to it later when it was open. If this was not feasible, the team would contact the outlet by phone to get the necessary information.

A log form with instructions clearly written was provided to each field observer to report on canvassing for each sampled census tract.

9. If a full canvassing was not conducted:

- a. How many predetermined outlets were to be observed in each area? _____
- b. What were the starting points for each area? _____
- c. Were these starting points randomly chosen?
☐ Yes ☐ No
- d. Describe the selection of the starting points.

- e. Please describe the canvassing instructions given to the field observers, including predetermined routes.

10. Describe the process field observers used to determine if an outlet sold tobacco.

Inspectors entered every site which they identified as possibly selling tobacco. Once inside the inspector did a visual scan of the establishment to determine if tobacco was sold. In cases where no tobacco was observed, the inspector asked staff if they sold tobacco.

11. Please provide the state's definition of "matches" or "mismatches" to the Synar sampling frame? (i.e., address, business name, business license number, etc.)

To determine match vs. mismatch, both the address and business name were compared between the log form completed by field staff and the most recent list frame.

If both name and address matched, they were marked as a match.

If the address matched but the business name was changed and it was clear that the new business was selling tobacco products, it was marked as a match and the list frame was updated. For example, a Superamerica was changed to Speedway at the same address.

If there was a minor discrepancy in the address between the log form and the list frame, such as West Main St. or East Main St., numbers transposed or the suburb different from what is listed, it was researched and marked as a match if appropriate. This cross reference is

necessary in Minneapolis and St. Paul as they often list the major city rather than suburb. This kind of minor discrepancy could be easily resolved by field staff with an online search and/or a phone call.

If the discrepancy is more substantial and it would be likely to cause trouble for the field inspector to locate the business, then the case was marked as a mismatch.

If the outlet found was a new site, it was marked as a mismatch and the site was added to the list frame.

12. Provide the calculation of the weighted percent coverage (if applicable).

The formula for weighted percent coverage is

$$C = 100 [(\sum wb) / (\sum wn)]$$

Where: C = percent coverage,

k = number of sampled areas (Minnesota selected 50 census tracts),

w = the weight associated with a sample area, based on the stratum the area is in,

b = the number of outlets found from the field canvassing for which a match was found in the frame files, and

n = the number of total outlets found from the field canvassing.

There were two strata: urban and rural.

Sampling weight for urban area is: $784 / 26 = 30.15$.

Sampling weight for rural area is: $718 / 24 = 29.92$.

Weighted sum of matched outlets = 6250.42

Weighted sum of total outlets found through canvassing = 7031.57

Weighted percent coverage = $100(6250.42/7031.57) = 88.9\%$

APPENDIX E: SSES SUMMARY TABLES

SSES Table 1 (Synar Survey Estimates and Sample Sizes)

CSAP-SYNAR REPORT

State	MN
Federal Fiscal Year (FFY)	2026
Date	11/4/2025 10:46
Data	SSES_ready_FINAL Data Entry Form FFY 2026.xlsx
Program Version	Version 7.0
Analysis Option	Stratified SRS with FPC

Estimates

Unweighted Retailer Violation Rate	12.5%
Weighted Retailer Violation Rate	12.5%
Standard Error	1.7%
Is SAMHSA Precision Requirement met?	YES
Right-sided 95% Confidence Interval	[0.0%, 15.2%]
Two-sided 95% Confidence Interval	[9.2%, 15.8%]
Design Effect	1.0
Accuracy Rate (unweighted)	95.2%
Accuracy Rate (weighted)	95.2%
Completion Rate (unweighted)	99.7%

Sample Size for Current Year

Effective Sample Size	243
Target (Minimum) Sample Size	243
Original Sample Size	372
Eligible Sample Size	354
Final Sample Size	353
Overall Sampling Rate	9.1%

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

STATE:
MN
FFY:
2026

Samp. Stratum	Var. Stratum	Outlet Frame Size	Estimated Outlet Population Size	Number of PSU Clusters Created	Number of PSU Clusters in Sample	Outlet Sample Size	Number of Eligible Outlets in Sample	Number of Sample Outlets Inspected	Number of Sample Outlets in Violation	Retailer Violation Rate(%)	Standard Error(%)
All Outlets											
1	1	4,097	3,899	N/A	N/A	372	354	353	44	12.5%	
Total		4,097	3,899			372	354	353	44	12.5%	1.7%
Over the Counter Outlets											
1	1	4,097	3,899	N/A	N/A	353	353	353	44	12.5%	
Total		4,097	3,899			353	353	353	44	12.5%	1.7%
Vending Machines											
1	1	0	0	N/A	N/A	0	0	0	0	0.0%	
Total		0	0			0	0	0	0	0.0%	0.0%

Note: There are some records with unknown outlet type. Therefore, the overall counts may not equal the sum of OTC and VM counts.

SSes Table 3 (Synar Survey Sample Tally Summary)

STATE:
MN
FFY:
2026

Disposition Code	Description	Count	Subtotal
EC	Eligible and inspection complete outlet	353	
Total (Eligible Completes)			353
N1	In operation but closed at time of visit	0	
N2	Unsafe to access	0	
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	1	
Total (Eligible Noncompletes)			1
I1	Out of Business	7	
I2	Does not sell tobacco products	10	
I3	Inaccessible by youth	0	
I4	Private club or private residence	0	
I5	Temporary closure	0	
I6	Can't be located	0	
I7	Wholesale only/Carton sale only	0	
I8	Vending machine broken	0	
I9	Duplicate	0	
I10	Other ineligibility	1	
Total (Ineligibles)			18
Grand Total			372

Give reasons and counts for other noncompletion:

Reason	Count
	1

Give reasons and counts for other ineligibility:

Reason	Count
	1

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

STATE:
MN
FFY:
2026

Frequency Distribution

Gender	Age	Number of Inspectors	Attempted Buys	Successful Buys
Male	14	0	0	0
	15	0	0	0
	16	0	0	0
	17	3	27	2
	18	4	26	3
	19	7	69	7
	20	8	56	9
	Subtotal	22	178	21
Female	14	0	0	0
	15	0	0	0
	16	0	0	0
	17	4	22	2
	18	8	74	6
	19	4	27	3
	20	7	52	12
	Subtotal	23	175	23
Other		0	0	0
Grand Total		45	353	44

Buy Rate in Percent by Age and Gender

Age	Male	Female	Total
14	0.0%	0.0%	0.0%
15	0.0%	0.0%	0.0%
16	0.0%	0.0%	0.0%
17	7.4%	9.1%	8.2%
18	11.5%	8.1%	9.0%
19	10.1%	11.1%	10.4%
20	16.1%	23.1%	19.4%
Other			0.0%
Total	11.8%	13.1%	12.5%

SSES Table 5 intentionally not included – Raw data

SSES Table 6 (Synar Survey Inspection Results by Type of Product)

STATE: MN
FFY: 2026

Frequency Distribution and Buy Rate

Product Type	Attempted Buys	Successful Buys	Violation Rate (%)
Cigarettes	137	20	14.6%
Small cigars/Cigarillos	45	6	13.3%
Smokeless tobacco	23	4	17.4%
ENDS	135	12	8.9%
Other	13	2	15.4%
Missing	0	0	0.0%
Invalid	0	0	0.0%
Grand Total	353	44	12.5%

SSES Table 6 (Synar Survey Inspection Results by Type of Product)

STATE:MN
FFY: 2026

Buy Rate by Type of Product, Age, and Gender

Male								
Product Type	Age							Total
	14	15	16	17	18	19	20	
Cigarettes	0.0%	0.0%	0.0%	11.1%	10.0%	6.7%	23.8%	12.9%
Small cigars/Cigarillos	0.0%	0.0%	0.0%	25.0%	0.0%	0.0%	0.0%	5.6%
Smokeless tobacco	0.0%	0.0%	0.0%	0.0%	0.0%	75.0%	11.1%	20.0%
ENDS	0.0%	0.0%	0.0%	0.0%	20.0%	6.7%	10.0%	8.8%
Other	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	50.0%	50.0%
Missing	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Invalid	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total Male	0.0%	0.0%	0.0%	7.4%	11.5%	10.1%	16.1%	11.8%

Female

Product Type	Age							Total
	14	15	16	17	18	19	20	
Cigarettes	0.0%	0.0%	0.0%	25.0%	6.9%	15.4%	29.4%	16.4%
Small cigars/Cigarillos	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	31.2%	18.5%
Smokeless tobacco	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
ENDS	0.0%	0.0%	0.0%	0.0%	9.8%	0.0%	11.8%	9.0%
Other	0.0%	0.0%	0.0%	0.0%	0.0%	25.0%	0.0%	9.1%
Missing	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Invalid	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total Female	0.0%	0.0%	0.0%	9.1%	8.1%	11.1%	23.1%	13.1%

All								
Product Type	Age							Total
	14	15	16	17	18	19	20	
Cigarettes	0.0%	0.0%	0.0%	17.6%	7.7%	9.3%	26.3%	14.6%
Small cigars/Cigarillos	0.0%	0.0%	0.0%	16.7%	0.0%	0.0%	25.0%	13.3%
Smokeless tobacco	0.0%	0.0%	0.0%	0.0%	0.0%	60.0%	9.1%	17.4%
ENDS	0.0%	0.0%	0.0%	0.0%	11.8%	5.9%	10.8%	8.9%
Other	0.0%	0.0%	0.0%	0.0%	0.0%	25.0%	50.0%	15.4%
Missing	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Invalid	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Grand Total	0.0%	0.0%	0.0%	8.2%	9.0%	10.4%	19.4%	12.5%

SSES Table 7 (Synar Survey Inspection Results by Type of Retail Outlet)

STATE: MN

FFY: 2026

Frequency Distribution and Buy Rate

Retail Outlet	Attempted Buys	Successful Buys	Violation Rate (%)
Gas Station	178	20	11.2%
Tobacco Store	33	9	27.3%
Restaurant	4	1	25.0%
Hotel	0	0	0.0%
Grocery Store	37	2	5.4%
Drug Store	11	0	0.0%
Other	90	12	13.3%
Missing	0	0	0.0%
Invalid	0	0	0.0%
Grand Total	353	44	12.5%

SSES Table 7 (Synar Survey Inspection Results by Type of Retail Outlet)

STATE:
MN
FFY:
2026

Buy Rate by Type of Retail Outlet, Age, and Gender

Male								
Retail Outlet	Age							Total
	14	15	16	17	18	19	20	
Gas Station	0.0%	0.0%	0.0%	13.3%	9.1%	13.3%	9.1%	11.2%
Tobacco Store	0.0%	0.0%	0.0%	0.0%	50.0%	0.0%	42.9%	22.2%
Restaurant	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Hotel	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Grocery Store	0.0%	0.0%	0.0%	0.0%	0.0%	12.5%	20.0%	9.1%
Drug Store	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Other	0.0%	0.0%	0.0%	0.0%	14.3%	10.5%	20.0%	12.5%
Missing	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Invalid	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total Male	0.0%	0.0%	0.0%	7.4%	11.5%	10.1%	16.1%	11.8%

Female								
Retail Outlet	Age							Total
	14	15	16	17	18	19	20	
Gas Station	0.0%	0.0%	0.0%	8.3%	3.3%	12.5%	19.4%	11.2%
Tobacco Store	0.0%	0.0%	0.0%	0.0%	44.4%	0.0%	25.0%	33.3%
Restaurant	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%
Hotel	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Grocery Store	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Drug Store	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Other	0.0%	0.0%	0.0%	14.3%	4.2%	16.7%	30.8%	14.0%
Missing	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Invalid	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total Female	0.0%	0.0%	0.0%	9.1%	8.1%	11.1%	23.1%	13.1%

All								
Retail Outlet	Age							Total
	14	15	16	17	18	19	20	
Gas Station	0.0%	0.0%	0.0%	11.1%	4.9%	13.0%	14.1%	11.2%
Tobacco Store	0.0%	0.0%	0.0%	0.0%	45.5%	0.0%	36.4%	27.3%
Restaurant	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	25.0%
Hotel	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Grocery Store	0.0%	0.0%	0.0%	0.0%	0.0%	9.1%	16.7%	5.4%
Drug Store	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Other	0.0%	0.0%	0.0%	9.1%	6.5%	12.0%	26.1%	13.3%
Missing	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Invalid	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Grand Total	0.0%	0.0%	0.0%	8.2%	9.0%	10.4%	19.4%	12.5%

SSES Table 8 (Synar Survey Inspection Results by Clerk Asked for ID)

STATE:
MN
FFY:
2026

Frequency Distribution and Buy Rate

Clerk Asked for ID	Attempted Buys	Successful Buys	Violation Rate (%)
Yes	314	5	1.6%
No	39	39	100.0%
Missing	0	0	0.0%
Invalid	0	0	0.0%
Grand Total	353	44	12.5%

SSES Table 8 (Synar Survey Inspection Results by Clerk Asked for ID)

STATE:
MN
FFY:
2026

Buy Rate by Clerk Asked for ID, Age, and Gender

Male

Clerk Asked for ID	Age							Total
	14	15	16	17	18	19	20	
Yes	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
No	0.0%	0.0%	0.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Missing	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Invalid	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total Male	0.0%	0.0%	0.0%	7.4%	11.5%	10.1%	16.1%	11.8%

Female								
Clerk Asked for ID	Age							Total
	14	15	16	17	18	19	20	
Yes	0.0%	0.0%	0.0%	4.8%	0.0%	4.0%	7.0%	3.2%
No	0.0%	0.0%	0.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Missing	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Invalid	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total Female	0.0%	0.0%	0.0%	9.1%	8.1%	11.1%	23.1%	13.1%

All								
Clerk Asked for ID	Age							Total
	14	15	16	17	18	19	20	
Yes	0.0%	0.0%	0.0%	2.2%	0.0%	1.1%	3.3%	1.6%
No	0.0%	0.0%	0.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Missing	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Invalid	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Grand Total	0.0%	0.0%	0.0%	8.2%	9.0%	10.4%	19.4%	12.5%

APPENDIX F: Governor's Designation

Letter

Office of Governor Tim Walz &
Lt. Governor Peggy Flanagan



October 16, 2025

Clark Hagen
Division of Primary Prevention, CSAP
Substance Abuse and Mental Health Services Administration 5600 Fishers Lane
Rockville, MD 20857

Dear Mr. Hagen,

I authorize and designate Shireen Gandhi, Temporary Commissioner of the Minnesota Department of Human Services, to sign the State of Minnesota's Annual Synar Report. This project is directed by the Director of the Behavioral Health Division of the Minnesota Department of Human Services, which is the single state authority.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Walz".

Tim Walz Governor
CC: Shireen Gandhi, Temporary Commissioner, Minnesota Department of Human Services
Collin Frazier, Minnesota Synar Coordinator

Rescission of Authority

DHS-7621-ENG 8-20



Minnesota Delegation/Rescission of Authority

NUMBER
130948

This document is a public record and is available for public inspection.

1. Department of Human Services

Community Supports

2. Name of Designee (include title)

Teresa Steinmetz, Assistant Commissioner of Behavioral Health Administration

3. Person delegating/rescinding (include title)

COMMISSIONER JODI HARPSTEAD

4. Choose from the following options

☒ I hereby DELEGATE the powers and/or duties listed in No. 6 to the above named designee, effective:

September 3 2024
Month Day Year

☐ I hereby RESCIND all prior delegations of authority on file for the above named person, effective:

Month Day Year

5. Authority cited

(Please check all that apply)

☒ Pursuant to: M.S. 15.06, Subd. 6

☐ Pursuant to: M.S. 16C.03, Subd. 16

☐ Pursuant to:

(By the Commissioner of Administration)

6. If you are delegating powers and/or duties, mark the appropriate line(s) below

☒ Execute Contracts (Provide details below)

☐ Sign Purchasing Documents (Provide details below)

☒ Other (Provide details below)

DETAILS

Authority to execute any documents which I have authority to sign, excluding settlement agreements that obligate state or federal funds. Authority to execute documents outside the Behavioral Health Administration is limited to when the Commissioner and Deputy Commissioner(s) are absent.

7. Signatures

DELEGATING/RESCINDING AUTHORITY

DESIGNEE

8. Copies to:

DHS COMMISSIONER
DESIGNEE

RESERVED FOR USE BY THE SECRETARY OF STATE

Minnesota Delegation/Rescission of Authority

NUMBER

130987

This document is a public record and is available for public inspection.

1. Department of Human Services
Operations

2. Name of Designee (include title)
See section 6 below

3. Person delegating/rescinding (include title)
COMMISSIONER SHIREEN GANDHI

4. Choose from the following options

☒ I hereby **DELEGATE** the powers and/or duties listed in
No. 6 to the above named designee, effective:

February 4 2025
Month Day Year

☐ I hereby **RESCIND** all prior delegations of authority on
file for the above named person, effective:

Month Day Year

5. Authority cited

(Please check all that apply)

☒ Pursuant to: M.S. 15.06, Subd. 6

☐ Pursuant to: M.S. 16C.03, Subd. 16

☐ Pursuant to:

(By the Commissioner of Administration)

6. If you are delegating powers and/or duties, mark the appropriate line(s) below

☒ **Execute Contracts** (Provide details below)

☐ **Sign Purchasing Documents** (Provide details below)

☒ **Other** (Provide details below)

DETAILS

I hereby adopt all delegations authorized by Commissioner Harpstead that were in effect as of February 3, 2025.

7. Signatures

Shireen K. Gandhi

DELEGATING/RESCINDING AUTHORITY

DESIGNEE

8. Copies to:

DHS COMMISSIONER
DESIGNEE

RESERVED FOR USE BY THE SECRETARY OF STATE

Document Number: 20250615
Filed February 6, 2025
Office of the Minnesota
Secretary of State, Steve Simon

**APPENDIX H: State Retailer Violation
Rate during FFY 2025**

12.5%