

Physical Activity Resource Assessment (PARA) Form Protocol and Operational Definitions

Protocol

General Directions

- At an indoor facility, stop at the reception area and introduce yourself to desk staff and/or management. Briefly describe the project, and explain the purpose of your visit.
- If an outdoor location, if possible, drive around the resource perimeter to assess the safety before getting out of the car. If on a bus or in a taxi, look carefully at the area near the resource before getting out of the bus or taxi.
- If anything looks dangerous or suspicious, write a note on the assessment form and report it to the Project Manager. Move onto the next physical activity resource to be assessed. If at any time conditions become unsafe, return to the car and continue to the next assessment.
- If there is a physical activity resource that is not on the list, collect data for it in a blank Physical Activity Resource Assessment form. Include resource name and street address and nearest street intersection.
- The outlying boundary for a physical activity resource(s) will be as follows:
 - If a gate is surrounding the physical activity resource, then the physical activity resource will be assessed from the gate in.
 - If there is no gate, but there is a sidewalk, then the physical activity resource will be assessed from the outer edge of the sidewalk in.
 - If there are no consecutive posts that signify a boundary, then the physical activity resource will be assessed from those posts in.
 - If there is no clear indicating boundary for the physical activity resource, then the physical activity resource will be assessed from the end of the adjacent street(s) in.
 - If there is an outlying ditch that signifies a boundary and there is no sidewalk, gate, or posts, then the physical activity resource will still be assessed from the adjacent street(s) in.
- If there is a physical activity resource that starts inside the neighborhood boundary and extends beyond the boundary, then that resource should be fully surveyed and assessed.

At top of form:

If the form is to assess a pre-identified physical activity resource, there will be a sticker produced from the Excel record of businesses and physical activity resources. The sticker should have the correct street address for the physical activity resource. Please verify that the address on the label is correct. If it is not, please write a note in the comments section of the PARA form.

Complete each field as specified:

- 1) *Date* = Date of data collection
- 2) *Data Collector* = Person on research team who collects the data
- 3) *PA Resource ID* = Unique physical activity resource identifying number
- 4) *Time* = The starting and ending time of data collection
- 5) *Phone Call* = Call the project manager at departure from the office and arrival back to the office, and write in a time of when the phone calls were made
- 6) *Type of Resource* (circle ONE)
 - 1 fitness club – aka health clubs
 - 2 park – city park
 - 3 sport facility – baseball fields, basketball and tennis courts, soccer fields
 - 4 trail – walking or biking trail (other than sidewalk that is part of a street curb)
 - 5 community center – public building, may include outdoor space
 - 6 church or other religious organization
 - 7 school

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- 8 plaza
 - 9 green space/beach
 - 10 combination of 2 or more resources: describe in detail
- 7) *Approximate Size* (Circle one)
- 1 sm. = Small = $\frac{1}{2}$ square block,
 - 2 med. = Medium = $> \frac{1}{2}$ square block up to 1 square block,
 - 3 lg. = Large = > 1 sq. block
- 8) *Capacity* = (for an indoor facility) The maximum capacity number which should be posted (in the US), or ask the management
- 9) *Cost* = cost for use of facility
- 1 Free, no charge to use
 - 2 Pay at the door (You must pay to gain entry in the facility)
 - 3 Pay only for certain program (You can use the facility for free, but certain program/classes have a fee)
 - 4 Other (List any other type of cost or payment fee)
- 10) *Hours of Operation* = The hour that the resource opens and closes (write in US Military Time; 5am = 0500, 6am = 0600, 7am = 0700, 8am = 0800, 9am = 0900, 10am = 1000, 11am = 1100, 12pm = 1200, 1pm = 1300, 2pm = 1400, 3pm = 1500, 4pm = 1600, 5pm = 1700, 6pm = 1800, 7pm = 1900, 8pm = 2000, 9pm = 2100, 10pm = 2200, 11pm = 2300, 12am = 2400)
- 11) *Signage* – Hours of Operation = place a check on the appropriate box
- 12) *Signage* – Rules of Use = place a check on the appropriate box

Features -- Numbers 13 – 25

Rate each item individually by circling a number. Operational definitions describing each are found below, in the section on *Operational Definitions*.

0 = Not Present 1 = Poor 2 = Mediocre 3 = Good

Special note on item 16) Play Equipment. If it is 'typical' equipment such as a slide, swings, horizontal bar; no description is necessary. When the equipment is unusual, please describe and use the *Comments* space as necessary.

Amenities -- Numbers 26 - 37

Assess for entire resource

Rate each item by circling a number. Operational definitions describing each are found below, in the section on *Operational Definitions*.

0 = Not Present 1 = Poor 2 = Mediocre 3 = Good

For Incivilities

Numbers 38 - 49

Assess for entire resource

Rate each item by circling a number. Operational definitions describing each are found below, in the section on *Operational Definitions*.

0 = Not Present 1 = Little/Few 2 = Some 3 = A lot

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Operational Definitions

Feature	Poor	Mediocre	Good
Baseball field –	Surface of fields is uneven, unsafe, no overhead lighting, no benches for players, fencing in poor condition or nonexistent	Surface of fields is uneven, slightly unsafe, no overhead lighting, + benches for dugouts. Some fencing existent, but not 100% intact	Surface of fields is uniform, no rocks/barriers to running bases, have overhead lighting, + benches for dugouts. Have bleachers for spectators, intact backstop fencing
Basketball courts – (BB courts)	Court or hoop is in very bad condition, almost unstable	Hoop is missing a net, rim is bent, court has cracks or weeds	Hoop is straight and has a net or chain, court is playable
Soccer fields –	Grass coverage may be poor in 50% or > of the field, rough surface, hazards and/or trash on the field	Grass coverage may be sparse in a few places, grass may be too high, some trash or debris on field	Field has uniform grass coverage and is well-mowed, no trash or debris on field; nets, if furnished, are intact
Bike Rack	Rack is in poor condition, almost unstable or has poor access	Rack is bent, or missing paint, but otherwise usable	Rack is sturdy, usable, may have a few cosmetic blemishes
Exercise Stations with Signage (Exer. Station)	4 or > stations need major repair – are not safe to use. Signage may be missing or in poor condition for several stations. Path between stations is unsafe.	3 or < stations may need minor repair or maintenance, path between stations need minor improvement	Stations themselves are in good condition and safe. 5 or > stations with safe path between them
Play equipment (describe if different than traditional play equipment – slide, swings, monkey bars)	Several pieces are in need of major repair and is almost or unstable, there is a lot of trash, and the ground is overgrown or barren	Some equipment is in need of minor repair, there is some trash, and the ground needs some improvement	In good condition, variety of pieces, ground in good condition, well-kept and clean
Pool > 3 ft deep	Swimming pool has very discolored water or too little water, surrounding surface is in need of repair, trash in or around pool – not safe for use	Swimming pool or deck needs minor cleaning or treatment	Swimming pool is clean, well-lit. surrounding surface is safe as well as exit/entry points
Sandbox	Sandbox is < or ½ full, and/or needs cleaning (replacement sand). Box itself needs major repair, and is almost unusable	Sandbox is only ¼ full, and is mostly clean; the box or edging could use minor repair	Sandbox has adequate clean sand, all sides/edging are sturdy and there are safe places for children to sit
Sidewalk	Sidewalk has major damage and needs repair, almost unusable	Sidewalk has some debris, cracks or uneven surfaces, but otherwise usable	Sidewalk is smooth, clear of debris
Tennis courts –	Courts have cracked surface, nets are in major need of repair, debris is evident; almost unusable	Court surface and nets are in need of some repair, but otherwise usable	Tennis court surface and nets are in fairly good condition

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Trails – running/biking	Surface is unsafe in many places, there is a lot of debris, no signage about appropriate use	Surface is in places uneven or in need of minor repair, may be a few hazards or avoidable debris	Surface is smooth, without unmarked hazards or debris , has signage re: appropriate users
VB courts –	Playing surface has debris or cracks or bumps all over, net is almost unusable or missing	Playing surface has some debris or cracks or has 1 – 5 bumps, net is sagging or has holes	Playing surface is free of debris and smooth, net is in good condition
Wading Pool < 3 ft.	Wading pool has discolored water, or no water, trash in or around pool – not safe for use	Wading pool needs minor cleaning or repair	Wading pool is clean and well-kept
Amenities	Poor	Mediocre	Good
Access Points	Some appear as potentially unsafe areas, unkept, not well-marked	Not all access points are clearly marked. Some may have trash or overgrown grass.	Clearly visible, safe, free of debris or overgrown grass. If gated, works properly.
Bathrooms	Bathroom is not clean, not well-stocked. More than 50% of fixtures are in disrepair	Bathroom is fairly clean, stocked, and most sinks’ and toilets’ plumbing is in good working order.	Bathroom is clean, well-lit, stocked, all plumbing is functioning well.
Benches – all types of affixed seating.	Benches are in bad condition, unusable	Benches are missing some paint or boards, may be crooked, but otherwise usable	In good condition but could have minor cosmetic flaws
Drinking fountains –	Either all or most (50%) are broken	At least 1 of the total fountains not in working operation	Working, clean fountains with clean surrounding area
Fountains (decorative)	Water is unclean or not flowing. Fountain itself is in disrepair. Area at base is in poor shape	Water is clean; fountain itself is in adequate repair. Area at base could use a little improvement	Water is clean; fountain is in good condition (working). Area at base of fountain is well-kept
Landscaping efforts (this does not include grass)	Shrubs or flowering plants appear dead or more than 50% overgrown with weeds. (Does not include grass)	Shrubs or flowering plants in ground, but do not appear healthy and/or colorful. Existing weeds.	Attractive live shrubs and/or flowering plants, perhaps decorative material such as rock or mulch
Lighting – For an outdoor resource such as a park, this is <u>within</u> the boundaries	Area has limited lighting, inadequate for safety	Areas has some lighting	Area or building has effective overhead lighting which is sufficient for safety
Picnic tables shaded	Tables are in need of major repair, unclean, almost unusable	Tables are usable, but need minor repair, partially clean	Tables are sturdy and in good condition, clean
Picnic tables no-shade	Same as above	Same as above	Same as above
Shelters –	Structures are not intact – so rain would get into area. If seating/tables are present, they are in major need of repair or are missing	Structures are in need of some repair, provide protection from weather. If seating/tables are present they are usable but need minor repair	Structures are intact, provide protection from weather. If seating/tables are present they are clean.

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Shower/Locker room	Unclean, may not be well-lit, inadequate dressing space or receptacles provided, plumbing is almost unusable	Most areas are clean, lockers and/or dressing space provided (but is inadequate), plumbing could be improved, but works	clean, well-lit, lockers and/or dressing space provided, plumbing works well
Trash containers	Unclean and/or in poor condition, more care needed, Full with trash or overflowing.	Partially unclean or in < perfect condition, but scattered, and unstable	Clean on exterior, scattered throughout, not overflowing with trash
Incivilities	Little/few	Some	A lot
Auditory annoyance	Sound is not irritating, but is (hardly) noticeable	Sound(s) is (are) noticeable and interfere(s) with enjoyment of resources	Noticeable sounds which are unpleasant. Reaction is to leave area.
Broken glass	A few pieces of broken glass (the equivalent of 1 bottle)	Several pieces of broken glass (the equivalent of 2 – 4 bottles)	Many pieces of broken glass (5+ bottles)
Dog refuse	1 refuse pile from dog	2 – 4 dogs refuse piles from dogs	5 or > refuse piles from dogs
Dogs Unattended	1 dog unattended	2 – 4 dogs unattended; may be associated noise	5 or > dogs unattended, definitely unsafe, may be associated noise
Evidence of alcohol use	1 bottle, can, or bottle cap visible	2 – 4 bottles, cans, or bottle caps visible	5 or > bottles, cans, or bottle caps visible
Evidence of substance use	1 piece: syringe, paint can, rag, baggie, rolling paper	2 – 4 pieces: syringes, paint cans, rags, baggies, rolling papers	5 or > pieces: syringes, paint cans, rags, baggies, rolling papers
Graffiti/tagging	1-3 small	4+ small or 1 large	2 + large
Litter	A few items (<5) are on the ground	Several items (5-10) are on the ground	Many items are on the ground (11+)
No grass	A small area without grass	A moderate portion of the area without grass	A large area without grass (more than with grass)
Overgrown grass	A little bit, hardly noticeable	A moderate amount, noticeable	A lot, very noticeable, may be obstructing some equipment
Sex paraphernalia	1 used or unused contraceptive devices and/or 1 piece of pornographic reading material visible	2 - 4 used or unused contraceptive devices and/or 2 - 4 pieces of pornographic reading material visible	5 or > used or unused contraceptive devices and/or 5 or > pieces of pornographic reading material visible
Vandalism	Hardly noticeable, but it appears up to a few pieces of equipment or an area of indoor space has been defaced	Noticeable, more than a few pieces of equipment are vandalized, or < 50 % of the space has been rendered unusable by vandalism	Very noticeable, more equipment in disrepair than in good order, between 50%-100%, because of vandalism. Signs of vandalism are obvious