

Obtaining Pre-application Technical Assistance

April 25, 2006



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What is Capacity Building Assistance (CBA)?

- CBA is the provision of information, technical assistance, technical consultation, training, or technology transfer for individuals and organizations to improve the delivery and effectiveness of HIV prevention services.



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What is Capacity Building Assistance? (cont'd)

- For the purposes of this pre-application activity, CBA will be delivered through the provision of:
 - Information Transfer
 - Technical Consultation



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Information Transfer

- The collecting, packaging, and dissemination of information for the recipient.
- Information may be disseminated through e-mail, list serves, batch faxes, or consultant hotlines.



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Technical Consultation

- The delivery of expert advice and guidance to key personnel on how to accomplish a task or series of tasks with the intent that the activity will be carried out by the recipient of the advice.



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Technical Consultation (cont'd)

- Advice may be provided telephonically, electronically, through written documents or when convenient and cost effective, on-site.



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CBA Program Structure

- CDC funds multiple national and regional non-governmental organizations (CBA Providers) to deliver services that will build the capacity of HIV prevention CBOs.



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CBA Program Structure (cont'd)

- The CBA program focuses on increasing the knowledge and skills of key persons in organizations and communities.



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CBA Program Structure (cont'd)

- **CBA providers are charged with:**
 - ◆ **Maintaining regional resource networks of diverse expert consultants;**
 - ◆ **Implementing nationally and regionally structured systems and services;**
 - ◆ **Responding to requests for individualized capacity building assistance (ICBA).**



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Who Are the CBA Providers?

- **Asian & Pacific Islander American Health Forum**
- **National Minority AIDS Council (NMAC)**
- **National Native American AIDS Prevention Center**
- **PROCEED, Inc.**



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Who Are the CBA Providers?

- Cicatelli Associates, Inc.
- Education Training Research Associates
- Jackson State University
- Medical and Health Research Association of New York City, Inc.
- University of California at San Francisco



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Strengths of CBA Providers

- Nationally and Regionally based
- Utilize staff and consultants with diverse expertise to provide technical and culturally proficient services
- Share a division of labor in providing assistance



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Strengths of CBA Providers (cont'd)

- Work together to provide comprehensive CBA services
- Have a long standing relationships with CBOs serving specific cultural and subpopulation communities



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Examples of CBA Services for PS06-618 Applicants

- Consultation on preparation of grant applications
- Assistance developing budgets
- Consultation on board development requirements and functioning
- Establishing fiscal management procedures and protocols



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Examples of CBA Services for PS06-618 Applicants (cont'd)

- Assistance on adapting culturally specific HIV prevention interventions for subpopulations of youth in non-school settings and transgender individuals
- Review of existing curricula
- Consultation on evaluation plans



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Examples of CBA Services for PS06-618 Applicants (cont'd)

- Assistance around interventions found in CDC's "Compendium of HIV Prevention Interventions with Evidence of Effectiveness"
- Consultation on HIV prevention interventions for special populations
- Strategic planning and program design



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Target Special Populations

- Youth in Non-school Settings
- Migrant Workers
- Transgender Individuals



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Target Populations (cont'd)

- African-Americans
- Asian or Pacific Islanders
- Hispanic/Latinos
- American Indian/Alaska Native/
Native Hawaiians



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ORGANIZATIONAL INFRASTRUCTURE (Focus Area One) Please select **NO MORE** than two (2) CBA request activities from the list below. If you identify more than one CBA request activity, please prioritize your first and second choices.

- Board development
- Budget development
- Data systems analysis
- Developing fiscal procedures and protocols
- Developing information tracking systems
- Developing program planning logic models
- Developing quality assurance plans
- Grant writing
- Review of evaluation plans
- Strategic planning and program design
- Understanding testing confidentiality regulations



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STRENGTHENING BEHAVIORAL INTERVENTIONS (Focus Area Two) Please select **NO MORE** than two (2) CBA request activities from the list below. If you identify more than one CBA request activity, please prioritize your first and second choices.

- Application of evidence-based behavioral interventions
- Adapting culturally specific HIV prevention interventions for special populations
- Consultation of HIV prevention interventions for special populations (e.g. migrant workers, youth in non-school settings, transgender persons)
- Curricula review
- Integrating behavior change skills
- Prevention interventions for Youth in non-school settings
- Prevention interventions for Transgender persons



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CBA Request Process

- Following receipt of a CBA Request, CDC will route your request to the most appropriate CBA provider
- The CBA provider will contact your organization within 72 hours to initiate service delivery
- CBA will be delivered in the form of "information transfer" and/or "technical consultation"



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Be Advised ...

- Organizations are encouraged to prioritize individual needs and submit CBA Requests early
- CBA requests will be served in the order they were received
- CBA Request Forms will not be accepted after 3:00 PM Eastern Time on Wednesday, June 7, 2006



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Other Sources of CBA

- "Agency Contacts" listed in Funding Opportunity PS06-618
- Your state or local health department
- Your Community Planning Group (CPG)
- CDC National Prevention Information Network (NPIN) at: www.cdcnpin.org
- CDC website at: www.cdc.gov



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