

HRSA SPNS American Indian/Native Alaskan Grantees Conference Call

August 6, 2002 at 1pm

Participants: *OU Research and Evaluation Center* - David Barney, Betty Duran Tim Brittingham, Saleem Amad, Gregg Fryday. *HRSA* - Barbara Aranda-Naranjo, Kathleen Handley, Sandra Dugan, Sara Hargrove. *Robeson Health Care Corporation:* Jennifer McLamb, Millard Lowery, Gene Brayboy. *Alaska Native Tribal Health Consortium:* James Berner, Joan Dominic, Mark Johnson, Chris Brems. *Yukon-Kuskokwin Health Corporation:* Amber Norgaard, Meera Ramesh, Mark Anaruk. *South Puget Intertribal Planning Agency:* Jennifer Olson, Karina Uldall. *Native American Health Center:* Karen Saylor, Jim Berger, Ethan Nebelkof, Nelson Jim. *Four Corners American Indian Circle of Services Collaborators:* Julie Lucero, DJ Anderson

Introductions:

Grantees, Evaluators and HRSA Project Directors were given the opportunity to introduce themselves. Everyone is encouraged to visit the project web site to get a better view of each other's organizations and members at <http://www.ou.edu/socialwork/hiv/>. Click on Contact to view information about grantees and individual participants.

HRSA Issues:

After welcoming and commending grantees, Barbara Aranda-Naranjo spoke on two areas of focus for the first months of the project and encouraged everyone to attend the All Grantees Meeting, August 20-23.

Areas of Focus:

IRB: All Grantees are required according to the HRSA RFA guidelines to obtain IRB approval from a federally certified IRB within 30 days of the grant award. The approved IRB must be on file with HRSA. Tribally required IRB that are not certified are optional. It was acknowledged that some grantees will need extra time to complete the IRB application and obtain IRB approval. Those projects must submit a written request to HRSA asking for a time extension for submitting the IRB approval. The request should be submitted to Mary Douglas, Grants Management Officer. She may be contacted at 301-594-4232 or MDouglas@hrsa.gov. Assistance is also available through the University of Oklahoma by contacting Betty Duran at 405-325-0442 or bduran@ou.edu. Grantees were advised by HRSA that IRB applications should be filed by September 30, 2002 with an expectation of IRB approval to be received by December 30, 2002, therefore allowing projects to begin implementation by January 1, 2003.

Logic Model: Grantees should be concentrating on the completion of their logic models. Special attention should be given to the intervention plan and instruments to be used. It was acknowledged that some revision would be necessary, but the model should change very little from the initial proposal. All grantees are encouraged to utilize technical assistance in developing

their logic models. Once again contact Betty Duran at 405-325-0442 or bduran@ou.edu for assistance. Grantees are advised that TA center is available to assist through a site visit or conference call. Dr. Aranda-Naranjo advised grantees that the logic model is due 60 day from the beginning of the grant, or September 2, 2002. Several Grantees voiced concerns regarding this timeline, or had written planning periods into their proposals that conflict with the timeline. These concerns will be addressed on an individual basis by HRSA project officers and the TA Center. Delays in project implementation will not affect a grantee's ability to participate in multi-site data collection or affect their funding.

Ryan White CARE Act 2002 Grantees Conference: All grantees are encouraged to attend the Ryan White CARE Act 2002 Grantees Conference, August 20-23, 2002 that will be held in Washington, DC. This conference represents an excellent opportunity for AI/AN grantees to discuss program and evaluation implementation issues with other SPNS grantees who are further along in the implementation of their projects. Visit the web site for more information [Ryan White CARE Act 2002 Grantee Conference](#). Dr. Aranda-Naranjo advised grantees that they can anticipate some carry-over funds from YR-01 that may be utilized to cover travel expenses for the Ryan White Care Act Conference.

One grantee inquired if they should speak with their HRSA project officer about fiscal protocols. Dr. Aranda-Naranjo advised they should contact their assigned project officer who may also call on Mary Douglas to provide additional assistance if necessary.

Mr. Lowry inquired who he should contact to add him to the contact list posted on the OU AI/AN web page. Betty Duran requested that he submit the information he would like to have posted to her. She further advised that all requests for information to be posted on the web page should be submitted to her, as well as all requests for technical assistance. She will be responsible for assigning technical assistance requests to OU staff and NNAAPC. This will allow OU to monitor TA provided and ensure grantee receives the assistance requested.

Next conference call is scheduled for August 13th at 1:30 CST. Betty will send out the call-in information to all grantees and HRSA staff. The call will cover the items not covered in today's agenda, such as project summaries and TA Center information. Another issue to be discussed on the next call is scheduling of future call with individual projects and group calls for all grantees. Betty advised that she received some feedback that a couple of grantees had not budgeted for regular conference calls. She informed that all future conference calls will be paid by the TA Center and NNAAPC.