

ASPH/CDC Cooperative Agreement  
University of Washington School of Public Health and Community Medicine  
UW Box 354809 ~ Seattle, WA 98195-4809

Examining Community Partnerships for Prevention Research  
Project Number – S2084-22/22  
Reporting Period - Quarter One: October 1 – December 31, 2002

Section I – Summary of Project Work Based on Information in Sections II, III, IV and V

During this first quarter, we have steadily moved forward on our project goals and objectives. Through monthly conference calls, the project partners are developing a positive, collaborative working relationship, clarifying project activities, reporting on project activities, and reflecting on our progress. Each partner is now reviewing, analyzing and synthesizing their existing data, reports and publications in preparation for our first in-person meeting in March.

Section II – Project Purpose (Project Goals)

The project aims to identify and synthesize what is known about community-academic collaborations in prevention research and develop and evaluate strategies to foster community and institutional capacity for participatory research at national and local levels. The project's ultimate goal is to facilitate approaches for effectively translating community interventions in public health and prevention into widespread practice at the community level. Through community-institutional partnerships for prevention research, new knowledge about the social and ecologic determinants of health will be gained, priority health issues from the community's perspective will be increasingly addressed, and the public's health will be improved.

Section III – Activities to Achieve Project Goals

During the first phase of the project, the partner organizations will primarily collaborate to examine and synthesize existing data they already have available on community partnerships for prevention research. Four questions guide this phase:

- (1) What is meant by "successful community-institutional partnerships for prevention research?"
- (2) What are the factors that contribute to successful community-institutional partnerships for prevention research?;
- (3) What are the barriers that interfere with successful community-institutional partnerships for prevention research?
- (4) What ideas, recommendations and strategies can build the capacity of communities, institutions and funding agencies to engage in successful community-institutional partnerships for prevention research?

This phase will culminate in a draft strategic plan that will be circulated widely among each partner's constituencies and other key stakeholders for comments in the Spring of 2003.

<b>Objective</b>	<b>Date</b>	<b>Activities</b>	<b>Progress to Date</b>	<b>Evaluation/Assessment of Progress</b>
<b>YEAR 1</b>				
Oct 1, 2002 – Sept 30, 2003				
<b>Objective #1:</b> Identify and synthesize lessons learned about developing successful community-institutional collaborations in prevention research.	Oct 2002 – March 2003	Analysis & synthesis of existing publications and data about community-institutional collaborations in prevention research in response to overarching research questions	<ul style="list-style-type: none"> <li>• Research questions confirmed</li> <li>• Partner representatives identified</li> <li>• IRB certificate of exemption signed</li> <li>• Timeline revised</li> </ul>	<ul style="list-style-type: none"> <li>• Conference call participation</li> <li>• Conference call notes</li> </ul>
	Oct 2002 – March 2003	Monthly conference calls between partner organizations to share progress and to develop protocols & tools	<ul style="list-style-type: none"> <li>• Conference calls conducted</li> <li>• Project listserv and web site established to facilitate communication and dissemination</li> <li>• Data analysis and report format determined</li> <li>• Draft corporate authorship policy developed</li> <li>• Determine dates and location of first two in-person meetings (March 17-18, 2003 in Detroit, and June 17-18, 2003 in New York City)</li> </ul>	<ul style="list-style-type: none"> <li>• Conference call participation</li> <li>• Conference call notes</li> <li>• Phone and email reflection questions summarized for group review</li> <li>• Policies and draft policies are up on the project web site.</li> </ul>
	March 3, 2003	Distribution and review of all findings prior to first in-person meeting.	<ul style="list-style-type: none"> <li>• Reports and publications collected and data analysis begun</li> </ul>	<ul style="list-style-type: none"> <li>• Conference call participation</li> <li>• Conference call notes</li> </ul>
<b>Objective #2:</b> Identify the key issues that emerge from what is known concerning factors that can facilitate and impede successful community-institutional relationships and outcomes.	March 17-28, 2003 in Detroit, MI	<u>During first 2-day in-person meeting:</u> <ul style="list-style-type: none"> <li>• Discuss findings</li> <li>• Develop preliminary set of key factors</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting goals and facilitator “job description” determined</li> <li>• External facilitator identified and hired</li> <li>• Draft agenda to be discussed during February conference call</li> </ul>	<ul style="list-style-type: none"> <li>• Conference call participation</li> <li>• Conference call notes</li> </ul>
<b>Objective #3:</b> Develop a strategic plan to foster community and institutional capacity for participatory approaches to prevention research at the national and local level.	Same as above	<u>During first 2-day in-person meeting:</u> <ul style="list-style-type: none"> <li>• Develop preliminary set of recommendations for future action</li> </ul>	<ul style="list-style-type: none"> <li>• Same as above</li> </ul>	<ul style="list-style-type: none"> <li>• Conference call participation</li> <li>• Conference call notes</li> </ul>

Section IV - Dissemination Activities (if applicable)

- Letter to PRC directors – a letter was signed by the principal investigator and mailed to the PRC directors to inform them of the project.
- Letter to URC director at CDC – same as above but for URC director at CDC.
- Article in CCPH newsletter announcing the project – see [http://futurehealth.ucsf.edu/pdf\\_files/PM111502.pdf](http://futurehealth.ucsf.edu/pdf_files/PM111502.pdf), p 2.
- Project web site – a project web site has been launched, with project overview, links to partner organizations, and “partners only page” with contact list, draft policies, report format and conference call minutes. See:  
<http://futurehealth.ucsf.edu/ccph/researchprojects.html#ExaminingCommunityPartnerships>  
<http://futurehealth.ucsf.edu/ccph/preventionresearchproj.html>
- Draft corporate authorship policy – developed to help guide publication and dissemination strategy.
- Conference call discussions of the various products that will be developed and disseminated through this project.
- Presentation at PRC Directors’ meeting next month in St. Louis – principal investigator has a 30 minute timeslot to present the project and answer questions.
- Presentation at CDC Chronic Disease conference next month in St. Louis – principal investigator and two project partners (David Katz, Ella Greene-Moton) are presenting a roundtable on community-based participatory research and will be mentioning the project.
- Plan to submit abstract to American Public Health Association 2003 conference – specific content to be determined; probably an overview of the project.

Section V – Other Activities

Not applicable.

Section VI – Executive Summary (to be completed at end of project)

Section VII – Project Contact Information

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