

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: January 1, 2003 – March 31, 2003

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

During this second quarter, we have continued to steadily move forward on our project goals and objectives. Through monthly conference calls, the project partners have developed a positive, collaborative working relationship, clarified project activities, reported on project activities, and reflected on our progress. Each partner reviewed, analyzed and synthesized their existing data, reports and publications in preparation for our first in-person meeting held in Detroit in March. CCPH staff members are preparing a summary document that will be reviewed and revised by project partners, with an anticipated release date for external review in June. In mid-June, the partners will convene in New York City for a second in-person meeting to make decisions about our second year scope of work and budget. We have requested permission from ASPH/CDC for a one-month extension of the deadline to submit a proposal so that the proposal reflects the decisions made at the June meeting.

Section II – Project Purpose (Project Goals)

The project aims to identify and synthesize what is known about community-institutional 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 this first phase of the project, the partner organizations have been collaborating to examine and synthesize existing data they already have available on community-institutional 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 report that will be circulated widely among each partner's constituencies and other key stakeholders for comments in June 2003.

| <i>Objective</i> | <i>Date</i> | <i>Activities</i> | <i>Progress to Date</i> | <i>Evaluation/Assessment of Progress</i> |
|--|----------------------------------|--|---|---|
| YEAR 1 | | | | |
| Oct 1, 2002 – Sept 30, 2003 | | | | |
| <u>Objective #1:</u> 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"> • Research questions confirmed • Partner representatives identified • IRB certificate of exemption signed • Timeline revised | <ul style="list-style-type: none"> • Conference call participation • Conference call notes |
| | Oct 2002 – March 2003 | Monthly conference calls between partner organizations to share progress and to develop protocols & tools | <ul style="list-style-type: none"> • Conference calls conducted • Project listserv and web site established to facilitate communication and dissemination • Data analysis and report format determined • Corporate authorship policy developed • Dates and location of first two in-person meetings determined (March 17-18, 2003 in Detroit, and June 17-18, 2003 in New York City) | <ul style="list-style-type: none"> • Conference call participation • Conference call notes • Phone and email reflection questions summarized for group review • Policies and draft policies are up on the project web site. |
| | March 3, 2003 | Distribution and review of all findings prior to first in-person meeting. | <ul style="list-style-type: none"> • Reports and publications collected and data analysis begun | <ul style="list-style-type: none"> • Conference call participation • Conference call notes |
| <u>Objective #2:</u> 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"> • Discuss findings • Develop preliminary set of key factors | <ul style="list-style-type: none"> • Meeting goals and facilitator “job description” determined • External facilitator identified and hired • Draft agenda discussed during February conference call • In-person meeting held with all partners represented | <ul style="list-style-type: none"> • Conference call participation • Conference call notes • Meeting notes • Draft summary report • Meeting evaluation summary |

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|---|---------------|--|--|---|
| | | | <ul style="list-style-type: none"> • Meeting evaluations summarized • Debriefing conference call held with facilitator | |
| <p><u>Objective #3:</u> Develop a strategic plan to foster community and institutional capacity for participatory approaches to prevention research at the national and local level.</p> | Same as above | <p><u>During first 2-day in-person meeting:</u></p> <ul style="list-style-type: none"> • Develop preliminary set of recommendations for future action | <ul style="list-style-type: none"> • Same as above | <ul style="list-style-type: none"> • Conference call participation • Conference call notes • Meeting notes • Draft summary report |

Section IV - Dissemination Activities (if applicable)

- Project web site – the project web site is continuously updated. It contains the project overview, links to partner organizations, and “partners only page” with contact list, policies, report format and conference call minutes. See: <http://futurehealth.ucsf.edu/ccph/researchprojects.html#ExaminingCommunityPartnerships>
<http://futurehealth.ucsf.edu/ccph/preventionresearchproj.html>
- 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 in February in St. Louis – principal investigator had a 30 minute timeslot to present the project and answer questions. She also met one-on-one with several PRC directors who sought more information about the project.
- Presentation at CDC Chronic Disease conference in February in St. Louis – principal investigator (Sarena D. Seifer) and two project partners (Ella Greene-Moton and Yvonne Lewis) presented a roundtable on community-based participatory research. More than 30 people attended the session.
- Abstract submitted to American Public Health Association 2003 conference – we are awaiting the outcome of the review process.

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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