

## NCCCP Template for Community Outreach

### GENERAL COMMENTS and SUGGESTED PROCESS

- Define target population and define targeted project activities
  - Through a review of community data, surveys, or other local or state processes, a significant unmet need is determined (e.g., Hispanic women at risk for breast cancer and African American men at risk for prostate cancer). Note that CIS can assist with data for this type of assessment.
  - Cancer outreach, screening and follow up efforts for the NCCCP project would target these populations and *this specific effort*. (Note: for Native Americans, it is recommended that only one tribe be the focus for such an effort.)
- Determine partners and focus – For *this specific effort*, consider which other community groups (e.g., an FQHC, faith-based efforts) or efforts serve these populations to develop partnerships and/or to form an advisory group. Define the purpose/goal of the partnership.
- Define scope, objectives/goals and expected outcomes – For *this specific effort*, determine scope (e.g. track screening through resolution of abnormal finding, track screening through treatment and follow up care/survivorship), effective strategies and targets. Consider what information is able to be tracked. Consider community input and/or experience from other providers/community groups. Consider the need for specific culturally appropriate material. Consider consulting NCI Community Network Programs (CNPs) with a particular focus, or other NCI or Advocacy resources as needed.
- Develop metrics and proposed targets – to determine baseline and change for *this specific effort* during timeframe of pilot (e.g. the breast cancer tracking tool and the proposed colon cancer tool may offer a useful template).
- Document barriers – Note strategies to overcome barriers for *this specific effort*. Flag items for discussion with others on monthly calls or initiate connections with other pilot sites or NCI as needed.
- Evaluate – Assess effectiveness of *this specific effort* to make changes in interventions and to overcome barriers. Note ongoing barriers and share successes with other sites and NCI, through quarterly reports, e-mail updates, or agenda items for discussion on monthly calls.