Project Determination

# **HPCDB Needs Assessments**

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| **Project ID:** | 0900f3eb81d2cbc5 |
| **Accession #:** | NCHHSTP-PCCT-4/30/21-12e81 |
| **Project Contact:** | Neal Carnes |
| **Organization:** | OS/OS/OSI |
| **Status:** | Pending Regulatory Clearance |
| **Intended Use:** | Project Determination |
| **Estimated Start Date:** | 12/01/21 |
| **Estimated Completion Date:** | 12/01/26 |
| **CDC/ATSDR HRPO/IRB Protocol#:** |  |
| **OMB Control#:** |  |
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| --- |
| Description |
| Priority |
| Standard |
| Date Needed |
| 05/31/21 |
| Determination Start Date |
| 05/17/21 |
| Description |
| This Project Determination request is to allow the HIV Prevention Capacity Development Branch to conduct non-research, public health program management, needs assessments for training and technical evaluation among directly funded community-based organizations and health departments. This request will require PRA review. |
| IMS/CIO/Epi-Aid/Chemical Exposure Submission |
| No |
| IMS Activation Name |
| Not selected |
| Select the primary priority of the project |
| Not selected |
| Select the secondary priority(s) of the project |
| Not selected |
| Select the task force associated with the response |
| Not selected |
| CIO Emergency Response Name |
| Not selected |
| Epi-Aid Name |
| Not selected |
| Assessment of Chemical Exposure Name |
| Not selected |
| Goals/Purpose |
| The goal of this project is to assess the training and technical assistance needs of DHP directly funded community-based organizations and health departments. The purpose is to collect training and technical assistance needs in a convenient and easily accessed manner to assist funded agencies to meet their program goals throughout the duration of their funding. |
| Objective |
| The objective of the Training and Technical Assistance Needs Assessments is to understand then meet the specific trainings and technical assistance needs directly funded community-based organizations and health departments have as they implement the HIV prevention, care and treatment, and surveillance programs they are funded to provide to their affected communities. This objective is critical for the United States to meet the goals set forth in the Ending the HIV Epidemic Initiative in the US (EHE). This initiative seeks to reduce new HIV infections by 90% by 2030. To meet this goal, directly funded community-based organizations and health departments must stand up a host of programs and interventions that may require staff training and technical assistance to implement, and modify during the course of their funding. The HPCDB Needs Assessment will allow the branch to conveniently and readily assess these needs, then act upon them in a timely manner. |
| Does this project include interventions, services, or policy change work aimed at improving the health of groups who have been excluded or marginalized and/or decreasing disparities? |
| Yes |
| Project does not incorporate elements of health equity science |
| Not selected |
| Measuring Disparities |
| Not selected |
| Studying Social Determinants of Health (SDOH) |
| Not selected |
| Assessing Impact |
| Not selected |
| Methods to Improve Health Equity Research and Practice |
| Yes |
| Other |
| Not selected |
| Activities or Tasks |
| Programmatic Work |
| Target Population to be Included/Represented |
| Other-Health department and community-based organization staff working with target (focus) populations |
| Tags/Keywords |
| Needs Assessment |
| CDC's Role |
| CDC is the sole institution conducting activity |
| Method Categories |
| Needs Assessment |
| Methods |
| Through a structure needs assessment instrument, CDC staff will ask directly funded community based organizations and health department staff to report their training and technical assistance needs to help in meeting their funded program goals and objectives. |
| Collection of Info, Data, or Bio specimens |
| Information on trainings and technical assistance needs of directly funded agencies will be collected through a structured instrument posted on the capacity building assistance tracking system, accessible only to DHP funded agencies and CDC staff and contractors. |
| Expected Use of Findings/Results and their impact |
| Resulting needs assessment data will be analyzed to efficiently structure and implement training and technical assistance to meet directly funded community-based organization and health department needs. |
| Could Individuals potentially be identified based on Information Collected? |
| No |
| Will PII be captured (including coded data)? |
| No |
| Does CDC have access to the Identifiers (including coded data)? |
| No |
| Is an assurance of confidentiality in place or planned? |
| No |
| Is a certificate of confidentiality in place or planned? |
| No |
| Is there a formal written agreement prohibiting the release of identifiers? |
| No |

| ****Funding**** |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Funding Type | Funding Title | Funding # | Original Fiscal Year | # of Years of Award | Budget Amount |

| ****HSC Review**** |
| --- |
| HSC Attributes |
| Other - Public Health Program Activity (Needs Assessment) |
| Yes |

| ****Regulation and Policy**** |
| --- |
| Do you anticipate this project will be submitted to the IRB office |
| No |

| ****Institutions**** |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Institution | FWA # | FWA Exp. Date | IRB Title | IRB Exp. Date | Funding # |

| ****Staff**** |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Staff Member | SIQT Exp. Date | Citi Biomedical Exp. Date | Citi Social and Behavioral Exp. Date | Citi Good Clinical Exp. Date | Staff Role | Email | Phone # | Organization/  Institution |
| Neal Carnes | 02/28/2023 |  | 09/25/2021 |  | Program Lead | mwi2@cdc.gov | 404-718-5379 | PREVENTION AND CLINICAL CARE TEAM |

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| ****DMP**** |  |
| ****Proposed Data Collection Start Date**** | **12/01/21** |
| ****Proposed Data Collection End Date**** | **12/01/26** |
| ****Proposed Public Access Level**** | **Restricted** |
| ****Data Use Type**** | **Other- CDC funded Capacity Building Assistance Provider Agencies may request access** |
| ****Data Use Type Data Use Type URL**** |  |
| ****Data Use Contact**** | **mwi2@cdc.gov** |
| ****Public Access justification**** | **The Needs Assessment data will not be useful to the general public, yet particular data may be useful to directly funded capacity building assistance provider agencies (funded currently under PS19-1904) in a restricted way. Any data shared will be at the agency level, thus will not involve personally identifiable or protected information .** |
| ****How Access Will Be Provided for Data**** | **Access will not be provided to raw data; directly funded capacity building assistance provider agencies may be granted access to agency-level and aggregate data in order for these agencies to meet the reported training and technical assistance needs submitted by the community based organizations and health departments.** |
| ****Plans for archival and long-term preservation of the data**** | **All needs assessment data will be stored in the CDC sponsored capacity building assistance tracking system (CTS) and any resulting reports will be stored on the CDC OneDrive, behind the CDC firewall.** |

| ****Spatiality (Geographic Location)**** |  |  |
| --- | --- | --- |
| Country | State/Province | County/Region |
| United States |  |  |

| ****Determinations**** | | | |
| --- | --- | --- | --- |
| Determination | Justification | Completed | Entered By & Role |
| HSC:  Does NOT Require HRPO Review | Not Research / Other  *45 CFR 46.102(l)*  Other - Public Health Program Activity (Needs Assessment) | 05/07/21 | Dodson\_Janella R. (jhd7) CIO HSC |
| PRA:  PRA Applies |  | 05/17/21 | Bonds\_Constance (akj8) CTR OMB/PRA Coordinator |