

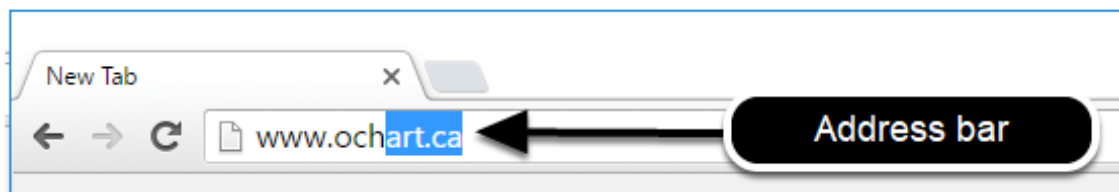
# Section 11: Provincial Capacity Building Programs

This section will show you how to complete Section 11 of OCHART 2.0, Provincial Capacity Building Programs. Remember, you can fill in any OCHART section on your computer, tablet, or smart phone.

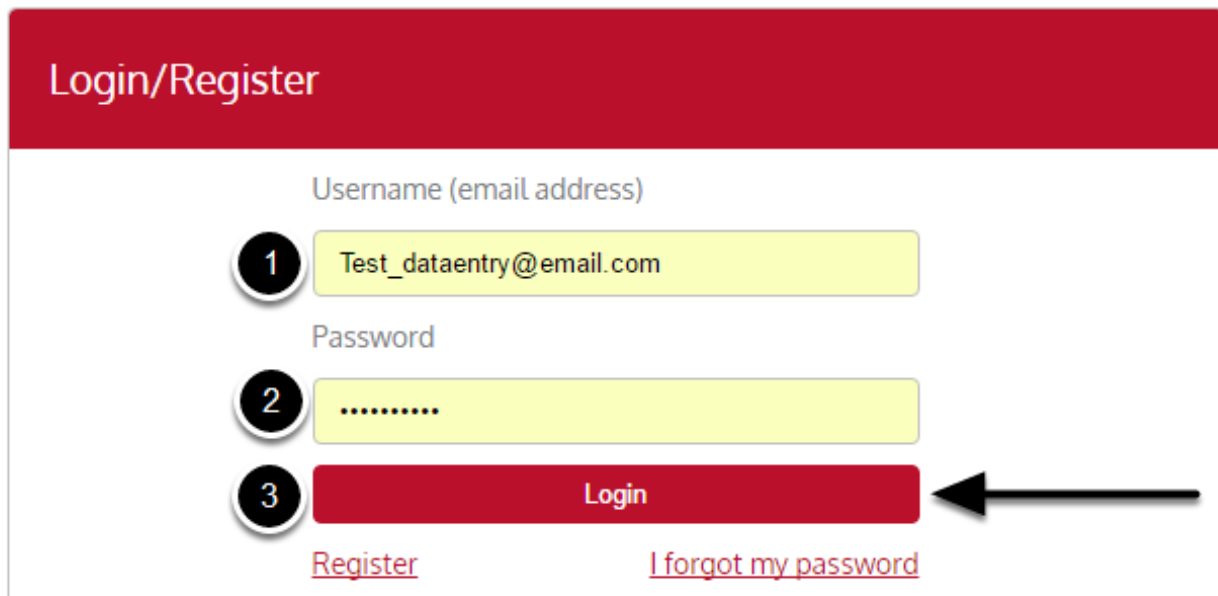
Type "www.ochart.ca" into the address bar of your internet browser. Press "ENTER".



Avoid using Internet Explorer. Try Google Chrome or Mozilla Firefox.



Type in your "Username" (your work email address) and your "Password". Click "Login".



You must have an existing OCHART account in order to login. If you are a first time OCHART user and do not have an account, go to the article titled, "[Registration](#)" for step-by-step registration instructions.

Click "Enter OCHART Data" (left side).



Click the "Start" button under "11 - Provincial Capacity Building Programs".



Q1. In the spaces provided, enter the total number of presentations, trainings and consultations delivered and total participants during the reporting period by primary focus. Check you answers carefully. Click "Next".

## Section 11

### Capacity Building Programs

1. Report the number of **presentations, trainings and consultations** delivered and total participants in the past six months by **primary focus**.

Activity type	GIPA/MIPA		HIV syndemics (social drivers of HIV, SDOH)		Issues affected by HIV (HIV related)		Organizational development		Skills development		HIV research (science programs & interventions)	
	# of sessions	# of participants	# of sessions	# of participants	# of sessions	# of participants	# of sessions	# of participants	# of sessions	# of participants	# of sessions	# of participants
Presentations/ information sessions	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Trainings	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Consultations	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>



Click the save button at any time to save your data and exit the section.

Only record presentations, trainings, and consultations that were given by staff or volunteers from your agency. Do not record events that were given by other parties at events held by your organization.

## Q2. Enter the percentage of presentations, trainings, and consultations delivered during the reporting period that address the needs of each of the following priority populations. Click "Next".

2. Report the percentage of presentations, trainings, and consultations delivered in the past 6 months addressing the needs of each of the following priority populations.

**Note:** This reflects only those activities that addressed the needs of priority populations. It is not expected that all activities address the needs of these populations.

Activity type	Priority Populations						
	PHA	Gay/bisexual/MSM (includes trans men)	Indigenous people	People who use drugs	ACB communities	Women at-risk (includes trans women)	Other at-risk populations
Presentations/information sessions	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Trainings	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Consultations	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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This question refers to the activities listed in Question 1.

Please note this reflects only those activities that addressed the needs of priority populations. It is not expected that all activities address the needs of these populations.

## Q3. Enter the total number of presentations, trainings, and consultations delivered during the reporting period by the type of participants. Click "Next".

3. Report the number of presentations, trainings, and consultations delivered in the past 6 months by type of participants.

**Note:** This number cannot be greater than the total number of presentations, trainings and consultations.

Activity type	Participant Types									
	EDs and Board members	WHA1 workers	ACB strategy workers	GMSH strategy workers	Other ASO frontline workers (incl. HIV programs)	Clinical service providers	Other service providers	Researchers/academia	Policy makers (government)	Community (e.g., service users, PHAs, people at-risk, etc.)
Presentations/information sessions	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Trainings	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Consultations	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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This question refers to the activities listed in Question 1.

Please note that this question refers to the number of capacity building activities, not the number of participants. This number cannot be greater than the total number of presentations, trainings and consultations.

**Q4. Enter the total number of presentations, trainings, and consultations delivered during the reporting period by each of the 5 goals of the Provincial HIV Strategy. Click "Next".**

**4. Report the number of presentations, trainings, and consultations delivered in the past 6 months related to each goal of the provincial HIV strategy.**

- Goal 1: Improve the health and well-being of populations most affected by HIV
- Goal 2: Promote sexual health and prevent new HIV, STI and Hep C infections
- Goal 3: Diagnose HIV infections early and engage people in timely care
- Goal 4: Improve health, longevity and quality of life for PHAs
- Goal 5: Ensure quality, consistency and effectiveness of all provincially funded HIV program and services

Activity type	Goal 1	Goal 2	Goal 3	Goal 4	Goal 5
Presentations/ information sessions	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Trainings	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Consultations	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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This question refers to the activities listed in Question 1.

Please note that this question refers to the number of capacity building activities, not the number of participants. This number cannot be greater than the total number of presentations, trainings and consultations.

## Q5. Enter the total number of presentations, trainings, and consultations delivered during the reporting period by LHIN. Click "Next".

5. Report the total number of **participants from each LHIN** for each activity type (presentations, trainings and consultations) delivered in the past 6 months.

LHIN	# of participants at presentations or information sessions	# of participants at trainings	# of participants at consultations
Central	<input type="text"/>	<input type="text"/>	<input type="text"/>
Central East	<input type="text"/>	<input type="text"/>	<input type="text"/>
Central West	<input type="text"/>	<input type="text"/>	<input type="text"/>
Champlain	<input type="text"/>	<input type="text"/>	<input type="text"/>
Erie St. Clair	<input type="text"/>	<input type="text"/>	<input type="text"/>
Hamilton Niagara Haldimand Brant	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mississauga Halton	<input type="text"/>	<input type="text"/>	<input type="text"/>
North East	<input type="text"/>	<input type="text"/>	<input type="text"/>
North Simcoe Muskoka	<input type="text"/>	<input type="text"/>	<input type="text"/>
North West	<input type="text"/>	<input type="text"/>	<input type="text"/>
South East	<input type="text"/>	<input type="text"/>	<input type="text"/>
South West	<input type="text"/>	<input type="text"/>	<input type="text"/>
Toronto Central	<input type="text"/>	<input type="text"/>	<input type="text"/>
Waterloo Wellington	<input type="text"/>	<input type="text"/>	<input type="text"/>
Outside Ontario	<input type="text"/>	<input type="text"/>	<input type="text"/>

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This question refers to the activities listed in Question 1.

Please note that this question refers to the number of participants at capacity building activities, not the number of activities. This number cannot be greater than the total number of participants at presentations, trainings and consultations.

Example: if a presentation was held in Toronto which had 6 participants (2 each from 3 distinct LHINs: Central, Champlain, South West). You would record your presentation had an impact on three LHINs by recording 2 against each LHIN.

**Q6 - 7. Answer the narrative questions. Share any meaningful capacity building work completed during the reporting period that you think should be shared and replicated in Question 6. In Question 7 report any shifts or trends you have experienced in your capacity building work during the reporting period. Click "Next".**



Save your words and use point form, but start each point with a "\*".

**6. Highlight some meaningful capacity building work (from your presentations/information sessions, trainings and consultations) that you delivered in the past 6 months that you believe should be shared and replicated. (Maximum 250 words, point form acceptable, use a \* to start each new point/line. Do not use a hyphen.)**

**7. Report any trends/shifts in the capacity building work (e.g., from your presentations/information sessions, trainings and consultations) that you delivered in the past 6 months. (Maximum 250 words, point form acceptable, use a \* to start each new point/line. Do not use a hyphen.)**

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Please note that Questions 6 and 7 are mandatory.

You cannot exceed 250 words in each response so use point form if needed.

**Q8. Enter the number of structured interventions your agency delivered or trained other workers to deliver during the reporting period. For each intervention, indicate the population targeted, the intervention title, the goal, whether your agency delivered the intervention or trained workers from other agencies to deliver it, and the number of participants that were trained or who completed the intervention. Please note that not all agencies are expected to deliver these types of interventions. It is acceptable to leave this question blank. Click "Next".**

**8. Report all structured interventions that your agency delivered or trained other workers to deliver in the past six months. For each intervention, indicate the population targeted, the intervention title, the goal, whether your agency delivered the intervention or trained workers from other agencies to deliver and the number of participants that were trained or who completed the intervention.**

**Note:** This question is optional. It is not expected that all agencies deliver these types of interventions. It is acceptable to leave this question blank. We recognize that the language of 'intervention' is not used when working with and/or delivering these types of programs to community members. However, for the purpose of consistency and reporting in OCHART we will use the language of 'intervention'.

For the purpose of OCHART, a **structured intervention** is a distinct program that has been proven effective through research and showed positive behavioural and/or health outcomes that can be attributed to the activities that make up the intervention.

The intervention has a clear goal(s) and target audience(s) and includes a packaged set of specific activities that lead to measurable outcomes, with clear indicators of success. There is a defined series of steps that must be followed to implement a highly effective prevention program.

**Intervention Goals:**

- Goal 1: Improve the health and well-being of populations most affected by HIV
- Goal 2: Promote sexual health and prevent new HIV, STI and Hepatitis C infections
- Goal 3: Diagnose HIV infections early and engage people in timely care
- Goal 4: Improve the health, longevity and quality of life for people living with HIV

	Population targeted	Intervention title	Intervention goal	Trained others to deliver or delivered intervention	# of people
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	PHA	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	ACB communities	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	Gay/bisexual/MSM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	Indigenous people	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6	People who use drugs	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7	Women at-risk	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Other at-risk: Incarcerated people	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Other at-risk: Sex workers	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Other at-risk populations	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

We recognize that the language of 'intervention' is not used when working with and/or delivering these types of programs to community members. However, for the purpose of consistency and reporting in OCHART we will use the language of 'intervention'.

For the purpose of OCHART, a structured intervention is a distinct program that has been proven effective through research and showed positive behavioural and/or health outcomes that can be attributed to the activities that make up the intervention.

The intervention has a clear goal(s) and target audience(s) and includes a packaged set of specific activities that lead to measurable outcomes, with clear indicators of success. There is a defined series of steps that must be followed to implement a highly effective prevention program.

**Q9. Enter the total number of KTE materials your agency has developed during the reporting period by primary focus. Click "Next".**

**9. Report the number of KTE materials developed in the past 6 months by material type and primary focus.**

Material type	Primary Focus					
	GIPA/MIPA	HIV syndemics (social drivers of HV, SDOH)	Issues affected by HIV (HIV related)	Organizational development	Skills development	HIV research (science, programs and interventions)
Reports	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fact sheets (incl. pamphlets, 1-pager, backgrounders, etc.)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Peer-reviewed publications	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tools (incl. manuals, toolkits, training guides, etc.)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Agency promotional materials (incl. newsletters)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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Please note that this question asks for the number of KTE materials developed, not the number of materials distributed.



## Q10. Enter the percentage of KTE materials your agency has developed during the reporting period that focused on each priority population. Click "Next".

10. Report the **percentage of KTE materials** produced in the past 6 months **focused on each of the following priority populations**.

**Note:** This may be greater than the total number of materials produced, because each material may pertain to more than one population. This reflects only those materials that focused on these populations. It is not expected that all materials focus on these populations.

Material type	PHA	Gay/bisexual/MSM (includes trans men)	Indigenous people	People who use drugs	ACB communities	Women at-risk (includes trans women)	Other at-risk (vulnerable) populations
	Reports	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fact sheets (incl. pamphlets, 1-pager, backgrounders etc.)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Peer-reviewed publications	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tools (incl. manuals, toolkits, training guides etc.)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Agency promotional materials (incl. newsletters)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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Please note that this may be greater than the total number of materials produced, because each material may pertain to more than one population (eg. a pamphlet targeted at PHAs and people who use drugs).

This reflects only those materials that focused on these populations. It is not expected that all materials focus on these populations.

Q11. Enter the percentage of KTE materials your agency has developed during the reporting period for each target audience. Click "Next".

11. Report the **percentage of KTE materials** produced in the past 6 months for each **target audience**.

**Note:** This may be greater than 100% because the materials may pertain to more than one audience.

Material type	Board of Directors	ASO management (EDs and Managers)	Frontline workers	Volunteers
Reports	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fact sheets (incl. pamphlets, 1-pager, backgrounders etc.)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Peer-reviewed publications	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tools (incl. manuals, toolkits, training guides etc.)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Agency promotional materials (incl. newsletters)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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Please note that this may be greater than the total number of materials produced, because each material may pertain to more than one audience (eg. a training guide for frontline workers and volunteers)

Q12. Enter the total number of KTE materials your agency has developed during the reporting period that related to each of the 5 goals of the Provincial HIV Strategy. Click "Next".

12. Report the **number of KTE materials** produced in the past 6 months related to each **goal** of the provincial HIV strategy.

Goal 1: Improve the health and well-being of populations most affected by HIV

Goal 2: Promote sexual health and prevent new HIV, STI and Hep C infections

Goal 3: Diagnose HIV infections early and engage people in timely care

Goal 4: Improve health, longevity and quality of life for PHAs

Goal 5: Ensure quality, consistency and effectiveness of all provincially funded HIV program and services

Material type	Goal 1	Goal 2	Goal 3	Goal 4	Goal 5
Reports	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fact sheets (incl. pamphlets, 1-pager, backgrounders etc.)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Peer-reviewed publications	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tools (incl. manuals, toolkits, training guides etc.)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Agency promotional materials (incl. newsletters)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Q13. Enter the total number of online media engagement made during the reporting period. Click "Next".

13. Report your agency's **website views, Facebook likes, Twitter followers and YouTube views** (not related to media campaigns) from the past 6 months.

Type of online media engagement	Number
Website views	<input type="text"/>
Facebook likes	<input type="text"/>
Twitter followers	<input type="text"/>
Youtube (or similar video streaming service) views	<input type="text"/>

Q14. Enter the percentage of online media activities conducted during the reporting period by media type and purpose of activity. Click "Next".

14. Report the **percentage of online media activities** conducted in the past 6 months by **media type and purpose of activity**.

Each row should total 100%.

Media type	Promote agency services or resources	Promote agency events	Share knowledge (education)	Share other opportunities (non-agency)
Website updates	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Facebook posts	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Twitter posts	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Youtube (or similar video streaming service) uploads	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please review your answers carefully; each row must total 100%.

Q15a. Enter the total number of community development meetings by purpose that your agency participated in during the reporting period. Click "Next".

15a. Report the number of **community development meetings by purpose** that your agency participated in during the past six months.

For the purpose of OCHART, community development is defined as a complex process (tailored to local context) that seeks to improve the lives community members by building opportunities to enhance the capacity of service providers, community stakeholder agencies, businesses and government. Community development works with organizations (e.g., service providers, professionals, practitioners) rather than with individuals (e.g., service users, clients) and is separate from direct service delivery. The focus is to improve the responsiveness, accessibility and ultimately the impact of community services. On the other hand, outreach provides direct services and involves interacting with community members where they socialize or congregate.

Refer to User Guide [will have link] for instructions about how to track and report activities

**Meeting purpose**

Advisory/board meeting	<input type="text"/>
Coalition/network meeting	<input type="text"/>
Community event planning	<input type="text"/>
Development of education prevention materials	<input type="text"/>
General information sharing	<input type="text"/>
Improved service delivery	<input type="text"/>
New partnership/relationship building	<input type="text"/>
Policy development	<input type="text"/>
Strategic planning	<input type="text"/>
Public policy	<input type="text"/>

Refer to the document here for definitions of community development activities: <http://www.ohrn.on.ca/wp-content/uploads/2016/07/OCHART-Prevention-and-Community-Development-Tracking-Tool-Definitions-online.pdf>

For the purpose of OCHART, community development is defined as a complex process (tailored to local context) that seeks to improve the lives community members by building opportunities to enhance the capacity of service providers, community stakeholder agencies, businesses and government.

**Community development works with organizations (e.g., service providers, professionals, practitioners) rather than with individuals (e.g., service users, clients) and is separate from direct service delivery. The focus is to improve the responsiveness, accessibility and ultimately the impact of community services.**

On the other hand, outreach provides direct services and involves interacting with community members where they socialize or congregate.

**Q15b. Enter the number of agencies by partner type and number of participants representing them at the community development meetings that your agency participated in during the reporting period. Click "Next".**

**15b. Report the number of agencies by partner type and number of participants representing them at the community development meetings that your agency participated in during the past six months.**

**Note:** given the nature of the work involved, agencies and participants may not be unique.

Partner type	# of agencies	# of participants
Addiction services	<input type="text"/>	<input type="text"/>
Harm reduction services	<input type="text"/>	<input type="text"/>
Clinical service providers (HIV care)	<input type="text"/>	<input type="text"/>
Clinical service providers (non-HIV specific)	<input type="text"/>	<input type="text"/>
Mental health service providers	<input type="text"/>	<input type="text"/>
HIV / STI testing	<input type="text"/>	<input type="text"/>
Community-based HIV service providers	<input type="text"/>	<input type="text"/>
Other community-based service providers	<input type="text"/>	<input type="text"/>

Refer to the document here for definitions of community development activities: <http://www.ohrn.on.ca/wp-content/uploads/2016/07/OCHART-Prevention-and-Community-Development-Tracking-Tool-Definitions-online.pdf>

Q15c. Enter the percentage of community development meetings entered in Question 15a where each of Ontario's priority populations were discussed. Click "Next".

15c. Report the **percentage of community development meetings** that you entered in question 15a where you discussed each of Ontario's HIV priority populations.

Meeting purpose	PHA	ACB communities	Gay/ bisexual/ MSM	Indigenous people	People who use drugs	Women at-risk	Other at-risk: Incarcerated people	Other at-risk: Sex workers
Advisory/board meeting	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Coalition/network meeting	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Community event planning	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Development of education prevention materials	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
General information sharing	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Improved service delivery	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
New partnership/relationship building	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Policy development (agency level)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Strategic planning	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Public policy	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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Refer to the document here for definitions of community development activities: <http://www.ohtn.on.ca/wp-content/uploads/2016/07/OCHART-Prevention-and-Community-Development-Tracking-Tool-Definitions-online.pdf>

**Q15d. Enter the percentage of community development meetings entered in Question 15a where each of the following issues were discussed. Click "Next".**

15d. Report the **percentage of community development meetings** that you entered in question 15a where you discussed the issues listed below, as they relate to **the needs of populations discussed**.

Meeting purpose	Safety concerns	Living with HIV	Housing	Food security	Well-being	Income and benefits	Education / Employment	Social support	Legal / Immigration	Risk of HIV
Advisory/board meeting	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Coalition/network meeting	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Community event planning	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Development of education prevention materials	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
General information sharing	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Improved service delivery	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
New partnership/relationship building	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Policy development (agency level)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Strategic planning	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Public policy	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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Refer to the document here for definitions of community development activities: <http://www.ohtn.on.ca/wp-content/uploads/2016/07/OCHART-Prevention-and-Community-Development-Tracking-Tool-Definitions-online.pdf>

**Q15e. Enter the percentage of community development meetings entered in Question 15a by the type of partner agency with whom you met. Click "Next".**

15e. Report the **percentage of community development meetings** that you entered in question 15a by the **type of partner agencies** with whom you met.

Meeting purpose	Addiction services	Harm reduction services	Clinical service providers (HIV care)	Clinical service providers (non-HIV specific)	Mental health service providers	HIV / STI testing	Community-based HIV service providers	Other community-based service providers
Advisory/board meeting	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Coalition/network meeting	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Community event planning	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Development of education prevention materials	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
General information sharing	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Improved service delivery	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
New partnership/relationship building	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Policy development (agency level)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Strategic planning	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Public policy	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Refer to the document here for definitions of community development activities: <http://www.ohtn.on.ca/wp-content/uploads/2016/07/OCHART-Prevention-and-Community-Development-Tracking-Tool-Definitions-online.pdf>

**Q16 - 17. Answer the narrative questions. Share any meaningful community development work completed during the reporting period that you think should be shared and replicated in Question 16. In Question 17 report any shifts or trends you have experienced in your community development work during the reporting period. Click "Next".**



Save your words and use point form, but start each point with a "\*".

**16. Highlight some meaningful community development work you did in the past 6 months that you believe should be shared and replicated.**

*(Maximum 250 words, point form acceptable, use a \* to start each new point/line. Do not use a hyphen.)*

**17. Report any trends/shifts in the community development work that you delivered in the past 6 months.**

*(Maximum 250 words, point form acceptable, use a \* to start each new point/line. Do not use a hyphen.)*

Please note that Questions 16 and 17 are mandatory.



You cannot exceed 250 words in each response so use point form if needed.

## Q18. Report any awareness campaigns your agency developed during the reporting period. Begin by entering the campaign title and selecting the intended target population(s) and the goal(s) of the Provincial HIV Strategy the awareness campaign sought to achieve.

18. Report any **awareness campaigns** that your agency developed during the past six months.

For the purpose of OCHART, awareness campaign is defined as a series of coordinated activities designed to engage a specific audience or audiences in a specific issue(s).

### i. Awareness campaign title

### ii. Intended target population

(Select all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> People living with HIV                | <input type="checkbox"/> Women at-risk   |
| <input type="checkbox"/> ACB communities                       | <input type="checkbox"/> Other at-risk: Incarcerated people (former and/or current prisoners, people involved with justice system) |
| <input type="checkbox"/> Gay/bisexual/MSM (includes trans men) | <input type="checkbox"/> Other at-risk: Sex workers  |
| <input type="checkbox"/> Indigenous people                     | <input type="checkbox"/> Other at-risk populations <input type="text"/>  |
| <input type="checkbox"/> People who use drugs                  |  |

### iii. Main goals of your campaign

(Select all that apply)

Goals:

Goal 1: Improve the health and well-being of populations most affected by HIV

Goal 2: Promote sexual health and prevent new HIV, STI and Hep C infections

Goal 3: Diagnose HIV infections early and engage people in timely care

Goal 4: Improve health, longevity and quality of life for PHAs

Goal 5: Ensure quality, consistency and effectiveness of all provincially funded HIV program and services

- Goal 1
- Goal 2
- Goal 3
- Goal 4

An awareness campaign is defined as a series of coordinated activities designed to engage a specific audience or audiences in a specific issue(s).

If your agency did not develop any awareness campaigns during the reporting period, please leave this question blank and click "Next" to proceed to the next question.

**Q18 (cont).** Next provide specific examples of how your awareness campaign supported the each of the goals you identified above. If the campaign was not designed to support a specific goal, please enter "N/A" under that goal.

**iv. Provide examples of how this campaign supported each of the following goals.**

Please answer this question for each of the goals listed below.

Enter 'N/A' if the campaign did not apply to that goal.

**Improve the health and well-being of populations most affected by HIV**

**Promote sexual health and prevent new HIV, STI and hepatitis C infections**

**Diagnose HIV infections early and engage people in timely care**

**Improve the health, longevity and quality of life for people living with HIV**

**Q18 (cont).** Finally, enter the number of materials developed for your campaign by material type. Then enter any other information you would like to share about the campaign that you think would be important to know (reason for the campaign, outcomes, successes, challenges, etc.). Click "Next".

**v. Number of campaign materials developed**

Note: This does not refer to the number of materials printed. It is the number of different types of these materials developed (e.g., 5 different posters, 1 condom pack etc.)

	Number developed
Campaign specific promotional materials - Brochures, posters, flyers, pamphlets, films/DVDs, etc.	<input style="width: 50px;" type="text"/>
Campaign specific training/education materials (e.g., handouts, presentations, backgrounders, etc.)	<input style="width: 50px;" type="text"/>
Safer sex materials (e.g., condom packets) – campaign specific	<input style="width: 50px;" type="text"/>
Press release/PSA	<input style="width: 50px;" type="text"/>
Campaign specific website	<input style="width: 50px;" type="text"/>
Campaign specific Facebook page	<input style="width: 50px;" type="text"/>
Campaign specific YouTube videos	<input style="width: 50px;" type="text"/>
Traditional media (includes unpaid interviews, radio shows, TV appearances, etc.)	<input style="width: 50px;" type="text"/>
Paid media advertising (online banners, bus ads, bathroom ads, radio ads, etc.)	<input style="width: 50px;" type="text"/>

**vi. Is there anything else you would like to share about the outcomes, successes, challenges or the importance of this awareness campaign?**

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**Q19. Report any conferences or events your agency helped organize during the reporting period. Begin by entering the conference or event title and selecting the intended target population(s) and the goal(s) of the Provincial HIV Strategy the event sought to achieve.**

**19.1 Report conferences and events that your agency organized.**

**i. Conference/event title**

**ii. Activity type**

- Annual symposium
- Conference
- Community event/town-hall meeting

**iii. Main priority populations discussed**

Check all that apply.

- |  |   |
|--|---|
| <input type="checkbox"/> People living with HIV                | <input type="checkbox"/> Women at-risk                                  |
| <input type="checkbox"/> ACB communities                       | <input type="checkbox"/> Other at-risk: Incarcerated people             |
| <input type="checkbox"/> Gay/bisexual/MSM (includes trans men) | <input type="checkbox"/> Other at-risk: Sex workers                     |
| <input type="checkbox"/> Indigenous people                     | <input type="checkbox"/> Other at-risk populations <input type="text"/> |
| <input type="checkbox"/> People who use drugs                  |   |

Goals:

Goal 1: Improve the health and well-being of populations most affected by HIV

Goal 2: Promote sexual health and prevent new HIV, STI and Hep C infections

Goal 3: Diagnose HIV infections early and engage people in timely care

Goal 4: Improve health, longevity and quality of life for PHAs

Goal 5: Ensure quality, consistency and effectiveness of all provincially funded HIV program and services

**iv. Main goals of your activity**

Check all that apply.

- Goal 1
- Goal 2
- Goal 3
- Goal 4
- Goal 5

Conferences can include annual Opening Doors or other conferences held in your community that you organize/co-organize with community partners.

If your agency did not organize/co-organize any conferences during the reporting period, please leave this question blank and click "Next" to proceed to the next question.

**Q19 (cont).** Next provide specific examples of how your awareness campaign supported the each of the goals you identified above. If the campaign was not designed to support a specific goal, please enter "N/A" under that goal.

**iv. Provide examples of how this campaign supported each of the following goals.**

Please answer this question for each of the goals listed below.

Enter 'N/A' if the campaign did not apply to that goal.

---

**Improve the health and well-being of populations most affected by HIV**

**Promote sexual health and prevent new HIV, STI and hepatitis C infections**

**Diagnose HIV infections early and engage people in timely care**

**Improve the health, longevity and quality of life for people living with HIV**

Q19 (cont). Enter the number of participants who attended the event by participant type. Then enter any other information you would like to share about the event that you think would be important to know (the importance of the event, outcomes, successes, challenges, etc.). Finally, select whether you would like to report another conference or event and repeat the steps for Question 19 for each event. Click "Next".

**vi. Number of participants**

EDs & board members	<input type="text"/>
WHA1 workers	<input type="text"/>
ACB strategy workers	<input type="text"/>
GMSH strategy workers	<input type="text"/>
Other ASO frontline workers (incl. HIV programs)	<input type="text"/>
Clinical service providers	<input type="text"/>
Other service providers	<input type="text"/>
Researchers/academia	<input type="text"/>
Policy makers (government)	<input type="text"/>
Community (e.g., service users, PHAs, people at-risk, volunteers)	<input type="text"/>

**vii. Anything else you would like to share about successes, challenges or the importance of this event?**

**viii Would you like to report another conference/event?**

No  Yes

Once all conferences have been entered click "Previous" to review and change answers to past questions. When you are finished, click "Save" to save your work and exit the section.