

Got Feedback? Integrated Planning Listening Session

Session Overview

The goal of the listening session is to solicit feedback from HRSA-funded Ryan White HIV/AIDS (RWHAP) Program Part B recipients: 1) their experiences with the integrated planning process to develop the 2022-2026 Integrated HIV Prevention and Care Plans; 2) feedback and recommendations to HRSA HAB and CDC on the submission and feedback processes; and 3) challenges with the integrated planning processes and opportunities to reduce grant recipient burden and duplicative planning efforts, and promote collaboration and coordination.

Section 1: Experience with integrated planning process and 2022-2026 Integrated HIV Prevention and Care Plan development

Section 2: Submission and feedback process

Section 3: Implementing the plan/monitoring

Section 4. Input on how IHAP TAC can support jurisdictions

Section 5. Other areas of interest: status neutral and syndemic approaches

Section 6. Other areas of interest: planning body infrastructure

Section 1: Experience with integrated planning process and 2022-2026 Integrated HIV Prevention and Care Plan development

1. By a show of hands, how many of you were involved in the development of the Integrated HIV Prevention and Care Plan for your jurisdiction? How many are now involved in implementation and monitoring of the Integrated Plan?
2. Overall, how did the process of developing the Integrated HIV Prevention and Care Plan go for your jurisdiction?
 - *Probes: What went really well - what was most successful overall? What are some best practices you might share with others based on what went well? What changes did you make from previous planning processes?*
 - *Probe: what was most successful in terms of collaborative efforts to develop the plan?*
3. How did you leverage any existing processes, workgroups, or other efforts from prior/ongoing planning efforts (e.g., EHE, etc.)? We have heard that many jurisdictions developed new steering committees separate from the planning body to lead this work.
 - *Probes: How did your jurisdiction coordinate planning bodies? Did your jurisdiction establish a new body, such a steering committee or other advisory body, to oversee Integrated Plan development? Did multiple planning groups collaborate on the Integrated Plan? Did you reconfigure an existing group(s)?*

- Probe: What is the ongoing role for these groups following Integrated Plan submission?
4. What was challenging, and why? What are some lessons learned you can share with others? What sort of technical assistance (TA), if any, might be helpful to address these challenges?
 - *Probe: what was most challenging in terms of collaborative efforts to develop the plan?*
 5. What challenges did you have interpreting the Integrated HIV Prevention and Care Plan 2022-2026 Guidance?
 - *What section(s) of the guidance could benefit from more detailed instruction?*
 - *Probe – What section(s) was unclear? (e.g., workforce development? timeline?) What suggestions do you have for what should be included in the future?*
 6. Did the ability to submit existing documentation from existing planning efforts (e.g. EHE) reduce burden and/or help coordinate plan development?
 - *Probe: Why or why not and how?*
 - *Probe: Did you find the Checklist useful – why or why not?*
 7. What required information was burdensome or difficult to obtain?
 8. What was the most difficult section to develop? Why?
 - *Probe: What assistance would have been helpful to facilitate the development of the section?*
 9. How did you engage diverse community members in the development of the plan (both during the needs assessment activities and development of plan)?
 - *Probe – What challenges did you have reaching certain groups? Did you use new or innovative approaches to engage them that you haven't used in the past? If so, what were they? Were they effective?*

Section 2: Submission and feedback process

10. Did you have any specific issues with the submission process through EHBs?
11. What was helpful about the feedback your jurisdiction received from HRSA/CDC on your Integrated Plan?
 - *Probe – How did you use the feedback to amend or update your current plan?*
12. *What was not helpful about the feedback you received?* What kind of feedback do you wish you had received?
13. How helpful or valuable (or not) were the summary statements and follow-up calls with your project officer(s)? Is there any direction or information that would have been more useful?

14. How did you communicate feedback to other stakeholders not involved in the submission/feedback process?

Section 3: Implementing the plan/monitoring

15. **What** process or structure (committee, group) do you have in place to assist with plan implementation? Were these existing structures from previous planning efforts or are they new to the current Integrated Plan?
- *Probe: Is your jurisdiction currently using (or developing) any resources or tools to support the implementation of integrated planning activities?*
16. What are the biggest challenges to plan activity implementation?
17. How does your jurisdiction select priorities to focus on (each year)?
18. How are you monitoring or tracking progress of plan activities?
- *Probes: Is your jurisdiction currently using (or developing) any resources or tools to monitor implementation of integrated planning activities? Is anyone from the health department (or elsewhere) tasked with monitoring or implementing plan implementation?*
19. If you have an EHE plan or another Strategic HIV Plan (e.g. getting to zero), have you been able to align tracking/monitoring across plans?
20. What are the biggest challenges with monitoring and reporting of plan activities and how are you addressing them?
21. How are you communicating plan activities or disseminating progress of activities?
- *Probes: How are you communicating progress to community groups?*
 - *How do community members and groups provide feedback or input?*
 - *How does community input or feedback inform ongoing plan updates?*

Section 4. Input on how IHAP TAC can support jurisdictions

22. What sort of technical assistance or training would be most useful to your jurisdiction to support implementation, monitoring, or dissemination of your plan activities?
23. What topics or technical areas would you most benefit from learning about? What training or technical knowledge would be most useful?
24. What format would be most useful?

Section 5. Other areas of interest: status neutral and syndemic approaches

25. For those of you that have implemented a status neutral or syndemic approach, what do those approaches look like in your jurisdiction? What have you implemented or what are planning to implement?
- *Probes: What changes did you have to make?*
 - *How did you engage community members in determining the approach?*

26. What challenges/barriers did you face - structural and funding?
 - *How did you approach changes being made?*
27. What funding are you using to implement a status neutral or syndemic approach? Have you been able to braid funding? Where silos exist, if at all?
28. What benefits or successes have you seen? What response have you had from the community?

Section 6. Other areas of interest: planning body infrastructure

29. Who oversees/supports planning body operations/community engagement in your jurisdiction? (health department HIV planner/administrator, external contractor or consultant, other health department staff).
30. How does your jurisdiction incentivize or compensate unaffiliated planning body members (those not associated with an agency) for their participation?
31. What aspects of your jurisdiction's planning body structure are working well? What is not working?
 - *How do you collaborate or interact with other planning groups (EHE, RWHAP Part A)?*
 - *How do you operationalize your planning group and how do you accomplish that work? (bylaws, etc)*
 - *How does the HD staff support that work?*
 - *What changes are needed to the structure or composition of planning bodies to support Integrated Plan monitoring and implementation*
32. What strategies have you used to recruit and maintain a diverse and representative planning body?
 - *What are your biggest challenges to recruiting and maintaining a diverse and representative planning body?*
 - *What policies or procedures may need to change to ensure a diverse and representative planning body (e.g., compensation, membership requirements)?*
 - *How are you/have you been effective at recruiting statewide planning body leaders?*
 - *How do you identify gaps and reach new members?*