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**Microbicide Trials Network (MTN) Clinical Research Site (CRS)**

**Community Engagement Work Plan (CEWP)**

**Clinical Research Site (CRS):**

**MTN Studies:**

**Staff Member Completing the CEWP:**

**Community Advisor Board (CAB) Chair/Representative Signature:**

**CTU Principal Investigator (PI) or Investigator of Record Signature (IoR):**

**Date Submitted:**

The information collected on this work plan will be used by FHI 360 Community staff and CRS community education staff to assess, plan and evaluate community involvement efforts that will take place at CRSs in the coming year. Type your answers following each question thinking of the broad community, not just the population(s) targeted for recruitment.

Work plans should be submitted to mtncwgleaders@mtnstopshiv.org.

# Community Assessment

1. Please provide the names and contact information (office and mobile phone numbers, and e-mail address) for the site’s community education staff. This will allow us to keep the network directory and e-mail alias list up to date.
2. Describe community-related challenges that your site anticipates experiencing related to current and upcoming MTN studies. Describe how the community education staff, CAB and research staff plan to respond to these challenges.
3. Have there been changes in the population in your community in the past year that impact the site’s education, awareness and sensitization efforts? If yes, please describe.
4. Describe events happening in your community that might adversely impact study accrual, retention and adherence or community ownership of current and/or upcoming MTN studies.
5. Are there new messages or information regarding upcoming trials that the site needs to consider in planning its education, awareness and sensitization efforts?

# Community Involvement

1. New scientific information regarding HIV and HIV prevention strategies.
	1. How will the CAB be kept up to date on new scientific information regarding HIV and HIV prevention strategies?
	2. Is there any CAB training planned for the coming year? If yes, please describe.
2. Please describe the structure and membership of your CAB. Are there plans to increase the diversity of the CAB and/or recruit new members that reflect the diversity of study participants? If so, what efforts will be made to facilitate this?
3. In trying to reach out to the larger community, what groups or organizations (non-governmental organizations, community based organizations, AIDS service organizations, etc.) does the site work with? Please name the groups/organizations and describe the site’s work with each of them. In your description, please identify what group from the larger community (women, MSM, minority populations, students, etc.) these organizations serve.
4. Are there groups from the larger community that you have not yet been successful in reaching? What plans does the site have to outreach to these groups in the coming year?
5. Please provide the names and contact information (mobile and office phone numbers, and e-mail address) for the site’s 2 MTN Community Working Group (CWG) representatives. This will allow us to keep the network directory and e-mail alias list up to date.

# Goals and Objectives/Community Education Activities

# Indicate goals for the coming year and summarize measurable objectives that will be used to accomplish the goals.

**MTN Community Program Goal:** To conduct community preparedness and engagement activities to facilitate successful conduct of MTN clinical research studies.

**Goal #1:** Increase community awareness of HIV/AIDS, clinical research trials, vaginal and rectal microbicides, and PrEP.

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?

**Goal #2:** Develop and strengthen relationships with community stakeholders, including (but not limited to) medical care providers, STD/HIV counseling and testing providers, faith leaders, NGOs and CBOs.

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?

**Goal #3:** Reduce misconceptions about the HIV/AIDS, HIV prevention methods, vaginal and rectal microbicide trials, and PrEP trials.

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?

**Goal #4: [MANDATORY for ASPIRE sites]** Implement activities to increase male involvement/awareness in support of meeting accrual and retention targets and optimal study product adherence.

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?

**Goal #5:**

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?

**Goal #6:**

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?

**Objective:**

**Strategies:**

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Who is responsible for this objective?

What materials will you need and what is the estimated cost?