

HIV Prevention Program Grant/Contract Deliverables and Expectations

Name of Organization:	2023-2024 Tribal Contract
Grant Year:	October 1, 2023 – September 30, 2024

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Background

Funding from CDC Grant PS18-1802, Comprehensive Human Immunodeficiency Virus (HIV) Prevention Programs for Health Departments. The DHS HIV Program has been granting this funding for Tribal HIV prevention efforts to Tribal clinics for the past 17 years. Prior to that time, the Program provided the same funding to GLITC to coordinate efforts at the Tribal level.

Funding Per Tribe or Generalized Funding Statement

\$6,000 to each of the eleven tribes to support “Tribal HIV Coordinator” activities of HIV Prevention.

Funded Tribes

Bad River Band of Lake Superior Chippewa
 Forest County Potawatomi
 Ho-Chunk Nation
 Lac Courte Oreilles Band of Lake Superior Chippewa
 Lac du Flambeau Band of Lake Superior Chippewa
 Menominee Tribe of Wisconsin
 Oneida Nation
 Red Cliff Band of Lake Superior Chippewa
 Sokaogon Chippewa (Mole Lake)
 St. Croix Chippewa
 Stockbridge-Munsee

Scope of Work Summary

Tribal HIV Coordinators work with the HIV Program to develop annual work plans. Scope of Work is to conduct activities consistent with the work plan on file with the Program.

Work plan activities vary based on each Tribe’s resources and needs and include the following:

- Conducting HIV and Hepatitis C (HCV) education events in conjunction with National HIV Awareness Days (e.g. World AIDS Day, National HIV Testing Day, National Native HIV/AIDS Awareness Day, etc.) and National HCV Awareness Days (e.g. Hepatitis Awareness Month, Hepatitis Testing Day, World Hepatitis Day).

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- Conducting HIV and HCV education, condom distribution and HIV/HCV testing activities at Tribal Pow-Wows and other events.
- Conducting HIV prevention education with Tribal youth, including the use of the “Making Proud Choices” curriculum for some Tribal programs.
- Providing periodic basic “HIV 101” and “HCV 101 (Basic Facts)” training to employees at tribe operated casinos and resorts, tribal clinics, and social support service providers.
- Provide HIV and HCV training opportunities for HIV Coordinators by funding in state and out-of-state conferences, workshops, webinars, and meetings attendance and professional development.

Contract Period of Performance:

Contract is ongoing, with individual Tribal work plans updated on an annual basis. Tribes submit quarterly narrative reports updating the HIV Program on progress related to the scope of work. As needed, the HIV Program will perform virtual check-ins at each tribal community and/or attend program-funded events as the COVID-19 pandemic evolves and public health guidelines allow.

Mandatory Reporting Requirements	Dates
Quarterly Narrative Reports – due dates are listed. These are emailed directly to dhstribalhiv@dhs.wisconsin.gov	January 31, 2024 April 30, 2024 July 31, 2024 October 31, 2024
Tribal HIV Coordinators provide annually: Project Narrative, Budget, Smart Objectives and Work plan. These are emailed directly to dhstribalhiv@dhs.wisconsin.gov	November 1, 2023
Attend mandatory Tribal Coordinator virtual meetings.	November 14, 2023 February 13, 2024 May 14, 2024 August 13, 2024
Annual Technical Assistance Call with Tribal Affairs	TBD by DHS Tribal Affairs
Report budget changes and staff changes to Division Program Contact within 7 days.	As Needed
Provide notice of expected Quarterly Narrative Report submission delays.	As Needed
Provide a month’s notice of absence from Tribal Coordinator meetings unless classified as an emergency. Emergencies classified as severe illness, bereavement or severe weather.	As Needed

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The funds will be allocated through the Community Aids Reporting System (CARS). Expenses should be reported through the CARS expense reporting process at least monthly. Tribal health departments will report on CARS profile 65540.

Conditions of Contract

Funding is contingent upon meeting contract deliverables and expectations.