

Case Study # 1
National Minority AIDS Council

Imagine that you are reviewing grant proposals submitted for HIV/AIDS organizations. This particular section of the proposal is worth 20 points. You have been asked to review the following two proposals, assigning everywhere from 0-20 points. Both proposals can receive the same number of points if you think they are of equal merit.

The question that this section of the proposal should address is:

Briefly describe the need for HIV/AIDS Services in your area:

Agency A: Big City regional AIDS Network

HIV/AIDS is a big problem in the Big City Region. We see a lot of people living with HIV/AIDS who need assistance, and we do our best to provide services to them. The Board of Directors of Big City Regional AIDS Network is committed to offering services to all people affected by HIV/AIDS and to meet the needs of the people we serve.

Agency B: Small Town HIV/AIDS Collaborative

In June 2002, the Small Town's HIV/AIDS Planning Council conducted its annual needs assessment. The needs assessment process included focus groups involving fifty people living with HIV/AIDS and surveys with an additional 237 people living with HIV/AIDS in the Small Town area. The focus group and survey results indicated the following needs:

1. Primary medical care
2. Case management
3. Transportation assistance to services
4. Housing assistance

The needs are presented in priority order, according to the survey and focus group results.

Score each response from 0 to 20 points using the following criteria:

"The proposal clearly describes the need for HIV/AIDS services in their area."

How many points do you give to Big City Regional AIDS Network? What are the strengths of their response? What are their weaknesses?

How many points do you give to Small Town's HIV/AIDS Collaborative's response? What are the strengths of their response? What are their weaknesses?

CASE STUDY TWO

In this case, you're reviewing a proposal for HIV/AIDS treatment education services. Both agencies will provide essentially the same service. The score for this section is 10 points. Read each agency's proposal and determine how many points out of ten you will award. Each agency can receive anywhere from zero to ten points.

The question they are responding to now is:

Clearly describe the timeline your agency will use for developing, implementing, and evaluating HIV/AIDS treatment education services.

PROPOSALS

Big City Regional AIDS Network		
If awarded funds for this proposal, Big City Regional AIDS Network will use the following schedule to develop, implement, and evaluate HIV/AIDS Treatment Services.		
Task	Time frame	Person Responsible
Development		
Design materials to be used in the program	Weeks 1-3	Treatment Education Team led by Coordinator
Get materials translated into Spanish and Creole	Weeks 3-5	Contracted translators
Materials printed	Weeks 6-7	Printer
Develop schedule of activities	Week 6	Treatment Education Team led by Coordinator
Implementation		
Conduct treatment education sessions per schedule (4-7 sessions per week)	Weeks 7-52	Treatment Education Team
Evaluation		
Utilize session evaluation form for every 5th session	Weeks 7-52	Treatment Education Team
Conduct focus group with key contacts for ongoing program evaluation	Weeks 15, 30 and 45	Program Coordinator
Analyze survey and focus group	Weeks 16, 31 and 46	Treatment Education Team

data and make program adjustments as indicated		
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Small Town's HIV/AIDS Collaborative

Upon receipt of the grant funds, Small Town HIV/AIDS Collaborative will develop a detailed schedule for this project. We plan to hire a consultant to assist us in developing the schedule and other components of this project. Be assured that Small Town HIV/AIDS Collaborative recognizes the importance of having a detailed project schedule and it will be developed to assure project success. We anticipate having all planning activities completed in the first three months of the grant period with program delivery lasting for seven months and an extensive review of our progress at the end of the grant year.

Score each response from 0 to 10 points using the following criteria:

"The proposal clearly describes the timeline for developing, implementing, and evaluating the project."

How many points do you give to Big City Regional AIDS Network? What are the strengths of their response? What are their weaknesses?

How many points do you give to Small Town's HIV/AIDS Collaborative's response? What are the strengths of their response? What are their weaknesses?
