

THE FUTURE IS OURS

Training of Facilitators (TOF) Day 5

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Session 8 Objectives

After completing this session, participants will be able to:

- Demonstrate comfort in talking about women's sexuality
- Name what safer sexual activities please them
- Demonstrate how to help others have safer sex
- Describe a way to make sex more playful and enjoyable
- Describe a way to handle slips in maintaining safer sex practices
- Make a commitment to taking steps to protect themselves, others, and their communities

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Agency Capacity Issues

- Capacity refers to an agency's ability to implement evidence-based interventions, including FIO
- Factors that are related to capacity include:
 - buy-in from stakeholders,
 - budget,
 - location of venues for implementation, and
 - staffing requirements.

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Stakeholder Buy-In

- Identify stakeholders who have an interest in successful implementation of FIO
- Identify a FIO “promoter”
- Promoter presents FIO to Board of Directors and agency executives to receive their approval to allocate the necessary funds and resources to implement FIO

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Budget

Provider Cost Sheet to Implement FIO

Categories	Pre-Implementation (Start-up)		Implementation (Intervention Delivery)	
	# staff	% time, # hrs/wk	# staff	% time, # hrs/wk
Personnel (30%)				
Salaried:				
Executive Director	1	5%	1	5%
Program Director	1	10%	1	5%
Program Manager	1	20%	1	20%
Facilitator	2	10%	2	30%
Administrative Assistant	1	10%	1	10%
Outreach Worker	2	10%	2	20%
Accountant	1	5%	1	5%

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Selecting a Venue

There are several factors to consider when selecting a venue:

- Neighborhood
 - Accessibility for members of target population
- Availability
 - Room in which the facilitators will be able to conduct the 8 sessions.
- Feedback from the community advisory board and potential participants.
- Physical attributes
 - Privacy
 - Comfort
 - Adequate space and furniture
 - Flexible seating arrangements

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Staffing

- The FIO team is the staff members who are directly responsible for FIO implementation
- The FIO team should consist at a minimum of:
 - One Program Manager
 - Two trained Facilitators

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Participant Recruitment

Places to Recruit

- Organizations or agencies where members of target population receive services:
 - Family Planning clinics
 - Counseling and Testing sites
 - WIC centers
 - Day care centers
 - Inter-agency programs
- Social venues where members of target population spend time:
 - Hair salons
 - Laundromats
 - Entertainment-focused venues
 - Street outreach

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Participant Retention

- Lottery
- “Thanks” Chips
- Incentives for completion

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Attendance Policy

- FIO is a closed group
 - New participants should be discouraged from joining group after second session
- Participants should not miss more than two sessions
 - Attending a minimum of 6 sessions is required in order for participants to be considered having completed FIO
- If participant misses 3+ sessions, she should be rescheduled for another group

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Modifying FIO

- First priority is to implement FIO *as is*
- Any changes should be discussed with your PPB Project Officer

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Reinvention

- Overmodifying an intervention until it is a new intervention
 - Change the Core Elements
 - Eliminate Key Characteristics
 - Make drastic changes
 - dropping sessions
 - individual instead of group
- No longer evidence based

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Adaptation

- Allows interventions to be modified in order to be more effective for specific groups, even if these groups were not part of original research
- Important to maintain fidelity to original intervention

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Examples of Possible Adaptations

- Hold two sessions a week instead of one
- Emphasize a risk-reduction strategy like limiting number of partners
- Include women older than 30
- Target women of a different racial or ethnic background
- Provide FIO in another setting

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Examples of Possible Adaptations

- Change names, language, setting in role-plays to reflect your population
- Alter “Thanks” Chips by adding a logo, changing the shape, calling them another name, etc.
- Use fruit instead of penile models
- Update facts to be current and relevant to your population

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Before Making Adaptations

- Be sure you understand the theory behind the intervention so you don't change crucial parts
- Consult your Capacity Building Assistance (CBA) Provider
- Plan to evaluate whether the modifications worked

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Monitoring and Evaluation (M&E)

- M&E activities are an agency's tool to enhance success of your work
- M&E activities involve collecting data from clients as well as from the agency
- Surveys, attendance forms, observation notes, etc. are all sources of M&E data

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Process Monitoring

- Focuses on how the intervention was implemented
 - Who participated in the intervention?
 - What activities did clients participate in?
 - What services were provided to clients?

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Outcomes Monitoring

- Focuses on changes that clients experience
 - How did clients' knowledge change?
 - How did clients' skill set change?
 - How did clients' attitudes change?
 - How did clients' behavior change?

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Process Evaluation

- Focuses on comparing what you planned to accomplish with what actually occurred
 - Did we serve the clients we intended to serve?
 - Did we provide all of the activities that are part of the intervention?
 - Did we provide the services, such as referrals, we planned to provide?

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Outcome Evaluation

- Focuses on whether changes seen in clients can be directly attributed to the intervention
- NOT necessary for agencies to conduct
- Evidence-based interventions have already been through outcome evaluation

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M&E Tools

- Participant Enrollment Form
- Participant Attendance Form
- Fidelity Checklist
- Participant Feedback Form
- Participant Survey
- Supervision Observation Form

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Participant Enrollment Form

- Screens eligible women for FIO
 - Heterosexually active, 18-30, non-pregnant
- Process Monitoring, Process Evaluation
 - What population is your intervention reaching?
 - How does the population reached compare to your target population?
 - How successful are your recruitment efforts?

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Participant Attendance Form

- Keeps a record of who came to each session
- Process Monitoring
 - How good is retention?
 - How many sessions did each participant complete?

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Fidelity Checklist

- Used by supervisors and facilitators to keep track of what happened in each session
- Process Monitoring, Process Evaluation
 - Were there any problems or issues with the session?
 - How does the way we are implementing FIO compare to how it should be implemented?

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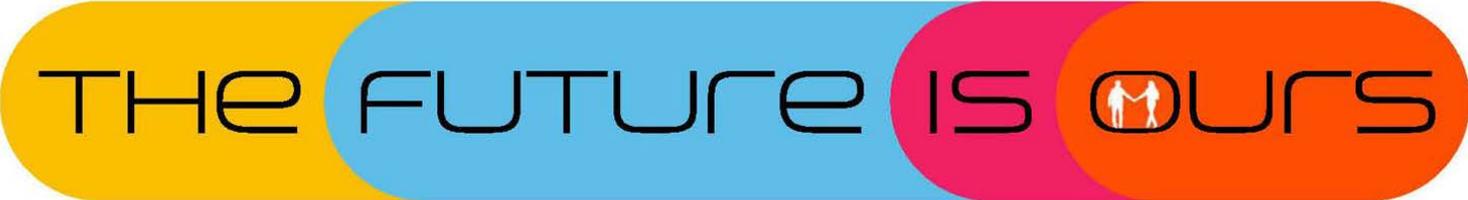
Participant Feedback Form

- Administered at end of every session
- Process Monitoring
 - How did the participants feel about the sessions' implementation?
 - Which parts of the session were most useful?

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Participant Survey

- Taken before and after participating in FIO
- Outcomes Monitoring
 - What changes did we see in the participants' knowledge, attitudes, skills, and behaviors?



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Logic Model

- A visual representation of how all the parts of FIO link together to lead to outcomes