

RAPP Action Plan Checklist

The following is a brief checklist intended to assist agencies (e.g. CBOs) in developing an action plan for the implementation of the Real AIDS Prevention Project (RAPP) intervention. Please read each item and place a check mark in only one response item. If the answer is “No”, please specify the next steps to be taken.

1. FACILITIES TO ACCOMODATE:	Yes	No	If no, what are the next steps?
a. Trainings	<input type="checkbox"/>	<input type="checkbox"/>	
b. Meetings	<input type="checkbox"/>	<input type="checkbox"/>	
c. Outreach preparation	<input type="checkbox"/>	<input type="checkbox"/>	
d. Small group preparation	<input type="checkbox"/>	<input type="checkbox"/>	
e. Materials development	<input type="checkbox"/>	<input type="checkbox"/>	
2. EQUIPMENT:	Yes	No	If no, what are the next steps?
a. Telephone	<input type="checkbox"/>	<input type="checkbox"/>	
b. Computer	<input type="checkbox"/>	<input type="checkbox"/>	
c. Copy machine	<input type="checkbox"/>	<input type="checkbox"/>	
d. TV/VCR/DVD monitor	<input type="checkbox"/>	<input type="checkbox"/>	
3. MATERIALS/SUPPLIES:	Yes	No	If no, what are the next steps?
a. Condoms	<input type="checkbox"/>	<input type="checkbox"/>	
b. Penis/vagina models	<input type="checkbox"/>	<input type="checkbox"/>	
c. Role model stories	<input type="checkbox"/>	<input type="checkbox"/>	
d. HIV/STD prevention literature	<input type="checkbox"/>	<input type="checkbox"/>	
e. Other HIV paraphernalia	<input type="checkbox"/>	<input type="checkbox"/>	
f. Monitoring and evaluation materials	<input type="checkbox"/>	<input type="checkbox"/>	
g. Office supplies	<input type="checkbox"/>	<input type="checkbox"/>	
4. MAJOR BUDGET ITEMS:	Yes	No	If no, what are the next steps?
a. Personnel costs	<input type="checkbox"/>	<input type="checkbox"/>	
b. Materials costs	<input type="checkbox"/>	<input type="checkbox"/>	
c. Facility costs (rent, utilities, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	
d. Training	<input type="checkbox"/>	<input type="checkbox"/>	
e. Travel	<input type="checkbox"/>	<input type="checkbox"/>	
f. Equipment and supplies	<input type="checkbox"/>	<input type="checkbox"/>	
g. Incentives	<input type="checkbox"/>	<input type="checkbox"/>	
h. Other costs	<input type="checkbox"/>	<input type="checkbox"/>	
5. MAJOR TIMELINE ITEMS:	Yes	No	If no, what are the next steps?
a. Community buy-in	<input type="checkbox"/>	<input type="checkbox"/>	
b. Staff recruitment/training	<input type="checkbox"/>	<input type="checkbox"/>	
c. Community assessment	<input type="checkbox"/>	<input type="checkbox"/>	
d. Peer network recruitment/training	<input type="checkbox"/>	<input type="checkbox"/>	
e. Community network recruitment	<input type="checkbox"/>	<input type="checkbox"/>	
f. Develop/disseminate role model stories	<input type="checkbox"/>	<input type="checkbox"/>	
g. Conduct small group activities	<input type="checkbox"/>	<input type="checkbox"/>	
h. Conduct stage-based encounters	<input type="checkbox"/>	<input type="checkbox"/>	
i. Monitor and evaluate all activities	<input type="checkbox"/>	<input type="checkbox"/>	
j. Continuation of activities	<input type="checkbox"/>	<input type="checkbox"/>	
k. Make program improvements	<input type="checkbox"/>	<input type="checkbox"/>	
l. Identify additional funding to sustain implementation	<input type="checkbox"/>	<input type="checkbox"/>	