**Washington Syndemic Planning Group Guidance**

To prepare for the Letter of concurrence discussion, OID is sharing a draft version of the Integrated Plan and highlighting the following areas of focus to guide your preparation:

* **Section II:** Outlines how OID engaged external groups and stakeholders to create priorities for standing up the WSPG and the collect feedback that informed the goals and objectives outlined in the Plan
* **Section IV:** Outlines the goals, objectives and intended outcomes in the Plan
* **Section VI:** Currently being drafted by Starleen; Outlines the process that OID and WSPG will use to evaluate and monitor the success of the plan

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| **INTEGRATED PLAN SECTION OVERVIEW** | |
| **Section I:** Executive Summary of Integrated Plan and SCSN | Description of the Integrated Plan and explanation of how previous materials were used |
| **Section II:** Community Engagement and Planning Process | Description of how OID approached the planning process, & engaged community members and stakeholders to collect feedback from key players and people living with HIV |
| **Section III:** Contributing Data Sets and Assessments | Analysis of the qualitative and quantitative data used by OID to highlight the services needed, identify barriers and assess gaps experienced by clients to access and maintain HIV prevention, care and treatment services |
| **Section IV:** Situational Analysis | Overview of strengths, challenges, and identified needs with respect to several key aspects of HIV prevention and care activities |
| **Section V:** 22’-26’ Goals & Objectives | Outline of the goals and objectives for the next 5 years and ensures a unified, coordinated approach for all HIV prevention and care funding. |
| **Section VI:** 22’-26’ Integrated Planning Implementation, Monitoring & Follow Up | Describes how best to ensure the success of Integrated Plan goals and objectives through the following 5 key phases: 1. Implementation 2. Monitoring 3. Evaluation 4. Improvement 5. Reporting and Dissemination |
| **Section VII**: Letters of Concurrence | Describes how the planning body was involved in the Integrated Plan development |

OID wants your feedback. Feel free to track changes, share notes via email or bring your thoughts to the meeting.

In the meeting on Tuesday October 18, 2022, OID will work with the WSPG to assess the groups level of concurrence:

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| **CONCURRENCE LEVELS** | |
| **Concurrence** | * The Plan addresses the requirements of HRSA & CDC * The Plan describes how programmatic activities and resources are being allocated to the most disproportionately affected populations and geographic areas that bear the greatest burden of HIV |
| **Concurrence with reservations** | * Specific concern(s) related to the Plan meeting the requirements * Specific concern(s) about how programmatic activities and resources are being allocated   \* The reservations must be written and provided to HRSA & CDC in detail. |
| **Non-concurrence** | * The Plan does not addresses the requirements of HRSA & CDC * The Plan does not describe how programmatic activities and resources are being allocated to the most disproportionately affected populations and geographic areas that bear the greatest burden of HIV   \*The reasons for non-concurrence must be written and provided to HRSA & CDC in detail. |