

IHS Tribal Injury Prevention Cooperative Agreements Program
2007 Training Workshop – March 27-28, 2007 – Chicago, IL
Workshop Planning Assessment

Introduction: The IHS Tribal Injury Prevention Cooperative Agreements Program (TIPCAP) 2007 Training Workshop will be held in **Chicago, Illinois** from **March 27-28, 2007**. The workshop is being held immediately following the NHTSA's 2007 *Lifesaver's Conference*, which will be held March 25-27, 2007 (<http://www.lifesaversconference.org/>).

This year's workshop will involve participatory training methods that provide opportunities to exchange experiences and learn about successes and challenges encountered in implementing Tribal injury prevention programs. Presenters will include UNC Team members, Tribal IP Program Coordinators, Project Officers, and/or other IHS staff. Additional speakers may also present.

Based on initial site visits/conference calls conducted with TIPCAP sites, UNC Team members and IHS Headquarters staff have identified a preliminary list of topics that will be addressed at the workshop. To collect your feedback on these topics, as well as to inform workshop planning, the Workshop Planning Committee requests that you complete the following assessment by **February 7, 2007**. Please use this Word document to complete the survey, save it with your last name in the filename, and **return it by email** to Robert Letourneau (robert_letourneau@unc.edu) **or fax it** to 919-966-7955.

This is your opportunity to provide input into this year's workshop, so please answer all questions and include additional comments, concerns, or suggestions at the end of the survey. The Workshop Planning Committee thanks you in advance for taking the time to complete this survey!

Background Information

1. Your name: _____
2. Name of the Tribal Program You Represent/Serve: _____
3. Name of anyone else from your program who is also planning to attend the Training Workshop (e.g., supervisor, assistant, colleague): _____

Workshop Agenda

4. At this year's workshop, we plan to have a **Poster Presentation/Networking Session** designed to increase networking among TIPCAP Coordinators and Project Officers. At the start of the poster session, each presenter and the topic of his/her poster will be introduced. After this, each poster 'author' will stand by his/her poster while workshop participants visit all the posters.

Please indicate (by underlining or **bolding** your response) if you would like to develop a poster (*guidelines for doing so will be sent by UNC in February 2007*): YES or NO

5. In addition to learning about other sites' activities through the poster session, we may also have the chance to ask/invite IP Coordinators to present (in an oral presentation format, such as a panel or individual presentations) about **Program Successes**.

Please indicate (by underlining or **bolding** your response) if you would be willing to give such a presentation. YES NO.

If Yes, please describe the success story you would like to share:

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6. We plan to have a session that allows IP Coordinators and Project Officers to have **Administrative Issues or Questions** answered by IHS Headquarters staff. These often include questions about progress/financial reporting and grants management issues.

Please indicate what questions you would like to have answered during this session:

7. For each of the preliminary workshop topics UNC/IHS have identified for the 2007 workshop, please rate (by putting an 'X' in the appropriate column) how useful you feel each topic will be for your TIPCAP program:

<i>Topic</i>	<i>Usefulness of Topic to Your Program</i>			
	<i>Extremely</i>	<i>Somewhat</i>	<i>A Little</i>	<i>Not Very</i>
a. Poster Presentation Networking Session (seeing and learning about program activities occurring at other TIPCAP sites).				
b. TIPCAP Administrative Issues (e.g., progress reporting, contracts & grants questions).				
c. Goals & Objectives (e.g., how to develop project objectives that are specific, measurable, and time-specific).				
d. Evaluation & Data Collection (e.g., how to collect and summarize data to learn how effective your program is and/or the degree to which your program is meeting stated objectives).				
e. Highlights of Lessons Learned from the 2000-2005 TIPCAP cycle.				

8. In addition to the list provided above, please indicate (by typing in column 1) other topics you would like to have addressed and rate (by putting an 'X' in the appropriate column) how useful you think each would be to your program:

<i>Other Topics</i>	<i>Usefulness of Topic to Your Program</i>			
	<i>Extremely</i>	<i>Somewhat</i>	<i>A Little</i>	<i>Not Very</i>
f.				
g.				
h.				
i.				

Other Feedback

10. Please describe any **expectations** you have for the Training Workshop:

11. Please describe any **concerns** you have for the Training Workshop:

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12. Please add **additional ideas, comments, or questions** you have about the Training Workshop (e.g., if you've attended previous workshops, what you liked or disliked about them):

13. Please indicate (by underlining or **bolding** your response) if you would like to participate in a **group dinner** (note: each person will pay for his/her own meal at a to-be-identified restaurant near the workshop's hotel):

YES or NO

If you answered Yes, please indicate (by underlining or **bolding** your response) which evening you would prefer to have the group dinner:

Tuesday, March 27 or Wednesday, March 28.

Thank you for completing this survey!