

TIPCAP Resource Guide

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Tribal Injury Prevention Cooperative
Agreement Program (TIPCAP)



Office of Environmental Health & Engineering
Division of Environmental Health Services
Injury Prevention Program

The purpose of this resource guide is to assist TIPCAP sites in the implementation of TIPCAP's goals and expectations by describing available resources for tribal injury prevention programs.

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Program Planning and Implementation

Injury Prevention-Specific Resources

Preventing Falls: A Guide to Implementing Effective Community-Based Fall Prevention Programs

This guide provides information to assist in implementing effective community-based fall prevention programs.

<https://www.cdc.gov/homeandrecreationalafety/pdf/falls/fallpreventionguide-2015-a.pdf>

STADI: Stopping Elderly Accidents, Deaths and Injuries

This toolkit includes information about falls, case studies, conversation starters, and standardized gait and balance assessment tests with instructional videos as well as educational handouts about fall prevention.

<https://www.cdc.gov/stadi/index.html>

Tribal Motor Vehicle Injury Prevention Best Practices Guide

This guide was updated in 2016 and includes evidence-based practices for the AI/AN community.

https://www.cdc.gov/motorvehiclesafety/native/best_practices_guide.html

Intervention Planning Resources

The Community Guide

The community guide is a free online resource covering a variety of health topics. It is a collection of evidence-based findings and a resource to help you select interventions to improve health and prevent disease in your state, community, community organization, business, healthcare organization, or school.

www.thecommunityguide.org

Community Readiness for Community Change

The Community Readiness Model was developed at the Tri-Ethnic Center to assess how ready a community is to address an issue. It helps create community-specific and culturally-specific interventions.

<https://tec.colostate.edu/communityreadiness/>

Program Planning and Implementation

Program Planning Tools

Haddon's Matrix

Haddon's Matrix is a brainstorming tool that helps you to think about how injuries occur and how to prevent them. These resources discuss how to develop and use the matrix.

http://www.npaihb.org/images/epicenter_docs/injuryprevention/HaddonMatrixBasics.pdf

<http://injuryprevention.bmj.com/content/4/4/302>

Logic Models

Logic Models are tools that link program inputs and activities to program products and outcomes. A well-constructed logic model will assist you in communicating the underlying theory (logic) that you have about why your activities are a good solution to the problem identified. The CDC's logic model guide provides guidance on constructing your logic model.

For an example of a logic model, see page 7

<https://www.cdc.gov/eval/guide/step2/index.htm>

SMART Objectives

Once the project has been planned, it is important to develop objectives to ensure program success. SMART is an acronym for objectives that are Specific, Measurable, Attainable, Relevant, and Timely. The CDC guide provides information on how to build a SMART objective.

https://www.cdc.gov/phcommunities/resourcekit/evaluate/smart_objectives.html

5 Steps to an Evaluation Plan

The National Network of Libraries of Medicine's 5 step evaluation guide provides resources for conducting a community assessment, making a logic model, developing indicators, creating an evaluation plan, and collecting data and analyzing.

<https://nnlm.gov/nec/evaldesign>

Program Planning and Implementation

Comprehensive Program Planning Guides

Community Health Assessment and Group Evaluation (CHANGE) Action Tool

The CHANGE tool is a data-collection tool and planning resource for community members who want to make their community a healthier one. It involves eight action steps, which walk community team members through the assessment process and helps define and prioritize possible areas of improvement.

<https://www.cdc.gov/nccdphp/dnpao/state-local-programs/change-tool/index.html>

The Community Tool Box

The Community Tool Box is a free online resource for those working to build healthier communities. The Community Tool Box offers checklists, worksheets, and general information in many different areas of program planning, program implementation, and evaluation.

<https://ctb.ku.edu/en/toolkits>

- **Assessing Community Needs and Resources**
<http://ctb.ku.edu/en/assessing-community-needs-and-resources>
- **Developing an Intervention**
<http://ctb.ku.edu/en/developing-intervention>
- **Developing Strategic and Action Plans**
<http://ctb.ku.edu/en/developing-strategic-and-action-plans>

MAP-IT (Mobilize, Assess, Plan, Implement, Track)

MAP-IT is a step-by-step method for creating healthy communities. Using MAP-IT can help public health professionals and community changemakers implement a plan that is tailored to a community's needs and assets. This chapter from the Community Tool Box describes the MAP-IT framework and provides a basis for how to implement it into plans for improving community health.

<https://ctb.ku.edu/en/table-of-contents/overview/models-for-community-health-and-development/map-it/main>

Program Planning and Implementation

Example Logic Model

Inputs	Outputs		Outcomes		
	Activities	Participation	Short	Medium	Long
<ul style="list-style-type: none"> –ACC staff: Community injury prevention resources –Volunteer/paid providers of safe homes interventions –ACC collateral (i.e., checklists) 	<ul style="list-style-type: none"> –Providers are trained by ACC to deliver the intervention –Trained providers recruit householders to participate in the intervention –Householders agree/consent to be part of the intervention 	<ul style="list-style-type: none"> –Householders participate in the intervention (e.g., respond to baseline questions, participate in a discussion with provider about steps to take to improve home safety, respond to follow-up questions) 	<ul style="list-style-type: none"> –Householders w/ increased perception of risks of falls at home –Householders make changes to the physical environment at home to reduce the risk of falls –Householders act quickly to eliminate hazards as they happen –Householders act more carefully around home to prevent falls 	<ul style="list-style-type: none"> –Householders educate other adults about how to prevent falls at home –Householders view home safety as more important –Other adults in the household are co-opted to act quickly to eliminate hazards as they happen –Other adults in the household act more carefully around home to prevent falls 	<ul style="list-style-type: none"> –Fewer falls in homes –Fewer claims for falls in homes –Lower socio and economic costs to families caused by falls of family members

Data Collection

The following data collection resources are available for TIPCAP sites:

- University of North Carolina (UNC)/IHS Seatbelt Use Observational Survey Protocol
- Ride Safe Program Child Safety Seat Use Observational Survey Guidelines
- BIA seatbelt protocol (combined UNC and NHTSA observational seatbelt survey methods)
- Tribal Epidemiology Centers

These resources can be obtained by contacting the IHS Program Official, Project Officer, and/or the monitoring contractor.

Epi Info

Epi Info is a free software package developed by the CDC to help researchers and practitioners in the global public health community manage their data. It provides easy questionnaire and database construction, data entry, and analysis with epidemiological statistics, graphs, and maps. Online tutorials are available, and in person trainings are held at IHS facilities. Please contact your Project Officer or the monitoring contractor for more information.

<https://www.cdc.gov/epiinfo/support/tutorials.html>

Program Evaluation

Evaluation of injury interventions is beneficial to the individual program or intervention, the community of researchers, and the public whose lives are positively impacted by successful injury research. Evaluation provides unique information that can help refine a program or intervention and garner support for the program. Below is a list of online resources that provide tools for program evaluation. Also, there is a summary of process, impact, and outcome evaluation in Appendix B.

Resource	Website
National Network of Libraries of Medicine 5 Steps to an Evaluation	https://nnlm.gov/nec/evaldesign
The Community Toolbox Evaluating the Initiative	http://ctb.ku.edu/en/dothework/tools_tk_12.htm
American Evaluation Association	http://eval.org
Centers for Disease Control and Prevention Evaluation Resources	https://www.cdc.gov/evaluation/resources/index.htm
Centers for Disease Control and Prevention Introduction to Program Evaluation for Public Health Programs: A Self-Study Guide	https://www.cdc.gov/evaluation/guide/index.htm
W. K. Kellogg Foundation Step-by-Step Guide to Evaluation	https://wkkf.issuelab.org/resource/the-step-by-step-guide-to-evaluation-how-to-become-savvy-evaluation-consumers-4.html
RAND Corporation Suicide Prevention Evaluation Toolkit	http://www.rand.org/content/dam/rand/pubs/tools/TL100/TL111/RAND_TL111.pdf
The World Bank Impact Evaluation in Practice	https://www.worldbank.org/en/programs/sief-trust-fund/publication/impact-evaluation-in-practice
Preventing Chronic Disease Tools for Developing, Implementing, and Evaluating State Policy	http://www.ncbi.nlm.nih.gov/pmc/articles/PMC2396984/

Program Sustainability

Effective programs need to be sustained over time. How to achieve sustainability is a big question that many TIPCAP sites ask, especially as they prepare to move from Part I to Part II funding. It takes a lot more than money to sustain a program. Below are valuable links to aid in the process of building a sustainable injury prevention program.

Resource	Website
Centers for Disease Control and Prevention A Sustainability Planning Guide for Healthy Communities	https://www.cdc.gov/nccdphp/dch/programs/healthycommunitiesprogram/pdf/sustainability_guide.pdf
The Center for Public Health Systems Science Program Sustainability Assessment Tool	https://sustaintool.org/
The Community Toolbox Sustaining the Work or Initiative	http://ctb.ku.edu/en/sustaining-work-or-initiative

Grants and Funding

Budgeting Tools

Resource	Website
National Council of Non-Profits Non-profit Budgeting	https://www.councilofnonprofits.org/tools-resources/budgeting-nonprofits
The Community Toolbox Planning and Writing an Annual Budget	http://ctb.ku.edu/en/table-of-contents/finances/managing-finances/annual-budget/main

Identifying Grant Opportunities

Resource	Website
Federal Highway Administration, Tribal Transportation Safety	http://flh.fhwa.dot.gov/programs/ttp/safety/
U.S. Department of Health and Human Services	http://www.hhs.gov/grants/
Federal Register	https://www.federalregister.gov/
Candid	https://candid.org/
Grants.gov	https://www.grants.gov/
School Grants (K-12)	http://www.k12grants.info/
National Institute of Health	http://grants.nih.gov/grants/oer.htm
Substance Abuse and Mental Health Services Administration	https://www.samhsa.gov/grants
USA.gov for Nonprofits	https://www.councilofnonprofits.org/tools-resources/fundraising

Grants and Funding

Grant Writing

Resource	Website
Candid—Training Courses	https://learning.candid.org/training/courses/
Grantwriters Association	https://www.grantwriters.org/grantwriter-resources
Resource Associates' Grant Writing Webinars	https://grantwriters.net/webinars/

Program Strategies

Coalition Building

Resource	Website
The Community Toolbox Creating and Maintaining Coalitions and Partnerships	http://ctb.ku.edu/en/dothework/tools_tk_1.htm
Prevention Institute Developing Effective Coalitions: An Eight Step Guide	https://www.preventioninstitute.org/publications/developing-effective-coalitions-an-eight-step-guide
Prevention Institute Collaboration Multiplier	https://www.preventioninstitute.org/publications/collaboration-multiplier
Prevention Institute The Tension of Turf: Making It Work for the Coalition	https://www.preventioninstitute.org/publications/the-tension-of-turf-making-it-work-for-the-coalition
Community Anti-Drug Coalitions of America	www.cadca.org

Policy

Resource	Website
Centers for Disease Control and Prevention National Action Plan for Child Injury Prevention	https://www.cdc.gov/safekid/nap/index.html
National Conference of State Legislatures	https://www.ncsl.org/

Social Media

Resource	Website
Centers for Disease Control and Prevention The Health Communicator's Social Media Toolkit	http://www.cdc.gov/socialmedia/tools/guidelines/pdf/socialmediatoolkit_bm.pdf
The Greenlining Institute The Art of Listening: Social Media Toolkit for Non-profits	http://greenlining.org/wp-content/uploads/2013/09/The-Art-of-Listening-Social-Media-Toolkit-for-Nonprofits.pdf

Injury-Specific Resources

Motor Vehicle-Related Injury Prevention (Federal Resources)

Indian Health Service

Resource	Website
Ride Safe CPS Program Manual	https://www.ihs.gov/injuryprevention/resources/childpassengersafety/
Safe Native American Passengers	https://www.ihs.gov/injuryprevention/training/snap/

National Highway Traffic Safety Administration (NHTSA)

Resource	Website
Risky Driving	www.nhtsa.gov/risky-driving
Child Safety	www.nhtsa.gov/road-safety/child-safety
Seat Belt Use	www.nhtsa.gov/risky-driving/seat-belts
Primary Laws and Fine Levels are Associated with Increases in Seat Belt Use	www.nhtsa.gov/staticfiles/traffic_tech/TT400.pdf

Centers for Disease Control and Prevention

Resource	Website
Transportation Safety	www.cdc.gov/transportationsafety/
Impaired Driving	www.cdc.gov/transportationsafety/impaired_driving/index.html
Sobriety Checkpoints	www.cdc.gov/motorvehiclesafety/calculator/factsheet/checkpoints.html
Child Passenger Safety	www.cdc.gov/transportationsafety/child_passenger_safety/index.html
Tribal Road Safety	www.cdc.gov/transportationsafety/native/index.html
Strategies for Increasing Use of Seat Belts	www.cdc.gov/mmwr/preview/mmwrhtml/rr5007a1.htm
Evidence-Based Effective Strategies for Preventing Injuries	www.npaih.org/images/epicenter_docs/injuryprevention/EffectiveStrategiesDavidWallace.pdf

Injury-Specific Resources

Motor Vehicle-Related Injury Prevention (Federal Resources)

Bureau of Indian Affairs

Resource	Website
Indian Highway Safety Program	www.bia.gov/bia/ojs/dhs

Motor Vehicle-Related Injury Prevention (non-Federal Resources)

Resource	Website
AAA Foundation	https://aaafoundation.org/
Advocates for Highway and Auto Safety	www.saferoads.org
Children's Safety Network	www.childrenssafetynetwork.org/injury-topics/child-passenger-safety
Governors Highway Safety Association	www.ghsa.org
Kidz in Motion National Child Passenger Safety Conference	http://kidzinmotion.org
National Safety Council	www.nsc.org/road
Network of Employers for Traffic Safety	http://trafficsafety.org
SafetyLit Foundation, Inc.	www.safetylit.org
The Community Guide—Motor Vehicle Injury, Task Force Findings	https://www.thecommunityguide.org/topic/motor-vehicle-injury
Transportation Research Board of the National Academies	http://www.trb.org/Main/Home.aspx
University of North Carolina Highway Safety Research Center	https://www.hsrb.unc.edu/

Injury-Specific Resources

Elder Fall Injury Prevention (Federal Resources)

Resource	Website
CDC Older Adults Fall Prevention	https://www.cdc.gov/falls/index.html
CDC Compendium of Effective Fall Interventions: What Works for Community-Dwelling Older Adults	https://www.cdc.gov/falls/programs/compendium.html
CDC Preventing Falls: A Guide to Implementing Effective Community-Based Fall Prevention Programs	https://www.cdc.gov/homeandrecreationsafety/falls/community_preventfalls.html
CDC STEADI	https://www.cdc.gov/steady/index.html
Office of Minority Health	http://minorityhealth.hhs.gov/
IHS Elder Care Initiative	https://www.ihs.gov/dccs/eldercare/
Sax Institute for the NSW Department of Health Preventing Falls through Physical Activity	https://www.saxinstitute.org.au/publications/evidence-check-review-physical-activity-recommendations-to-prevent-falls/

Elder Fall Injury Prevention (non-Federal Resources)

Resource	Website
National Council on Aging (NCOA)	https://www.ncoa.org/older-adults/health/prevention/falls-prevention
NCOA: Evidence-based Fall Prevention Programs	https://www.ncoa.org/article/evidence-based-falls-prevention-programs
Fall Prevention Center of Excellence	http://stopfalls.org/

Injury-Specific Resources

Traumatic Brain Injury Prevention

Resource	Website
CDC—Traumatic Brain Injury	https://www.cdc.gov/traumaticbraininjury/
CDC—HEADS UP	https://www.cdc.gov/headsup/index.html
Children’s Safety Network	https://www.childrensafetynetwork.org/injury-topics/traumatic-brain-injuries
Safe Kids Worldwide	www.safekids.org
World Health Organization (Helmets)	http://www.who.int/roadsafety/projects/manuals/helmet_manual/en/

Pedestrian Safety

Resource	Website
CDC—Pedestrian Safety	https://www.cdc.gov/transportationsafety/pedestrian_safety/index.html
Federal Highway Administration	https://safety.fhwa.dot.gov/ped_bike/ped_focus/efapsp020509/efapsp020509.pdf
National Highway Traffic Safety Administration	https://www.nhtsa.gov/road-safety/pedestrian-safety

Drowning Prevention

Resource	Website
American Academy of Pediatrics	https://www.aap.org/en-us/about-the-aap/aap-press-room/campaigns/drowning-prevention/Pages/default.aspx
CDC—Drowning Prevention	https://www.cdc.gov/safechild/drowning/index.html
World Health Organization	https://www.who.int/health-topics/drowning

Injury-Specific Resources

Fire/Burn Prevention

Resource	Website
American Burn Association	http://ameriburn.org/prevention/prevention-resources/
American Red Cross	https://www.redcross.org/get-help/how-to-prepare-for-emergencies/types-of-emergencies/fire.html
National Fire Protection Association	https://www.nfpa.org/
U.S. Fire Administration	https://www.usfa.fema.gov/prevention/

Poisoning and Overdose Prevention

Resource	Website
CDC—Poisoning Prevention (Children)	https://www.cdc.gov/medicationsafety/protect/campaign.html
CDC—Overdose Prevention	https://www.cdc.gov/drugoverdose/prevention/index.html
CDC—Preventing Opioid Overdose	https://www.cdc.gov/opioids/overdoseprevention/index.html
IHS—Opioid Use Disorder and Pain	https://www.ihs.gov/opioids/
Safe Kids Worldwide—Poison Safety	https://safekids.org/poisonsafety
SAMHSA—Opioid Overdose Prevention Toolkit	https://store.samhsa.gov/product/Opioid-Overdose-Prevention-Toolkit/SMA18-4742

Injury-Specific Resources

Suicide Prevention (Federal Resources)

Resource	Website
CDC—Suicide Prevention	https://www.cdc.gov/violenceprevention/suicide/index.html
IHS—Suicide Prevention and Care Program	https://www.ihs.gov/suicideprevention/
SAMHSA—Preventing Suicide: A Toolkit for High Schools	http://store.samhsa.gov/product/SMA12-4669
SAMHSA—Promoting Emotional Health and Preventing Suicide: A Toolkit for Senior Living Communities	https://store.samhsa.gov/product/Promoting-Emotional-Health-and-Preventing-Suicide/SMA10-4515
U.S. Department of Veterans Affairs	https://www.mentalhealth.va.gov/suicide_prevention/veterans.asp

Suicide Prevention (non-Federal Resources)

Resource	Website
American Association of Suicidology	https://suicidology.org/resources/
American Foundation for Suicide Prevention	https://afsp.org/
Harvard T.H. Chan School of Public Health—Means Matter Program	https://www.hsph.harvard.edu/means-matter/
RAND—Suicide Prevention Program Evaluation Corporation Toolkit	http://www.rand.org/content/dam/rand/pubs/tools/TL100/TL111/RAND_TL111.pdf
Suicide Prevention Action Network—Prevention Effectiveness and Evaluation	http://www.sprc.org/sites/default/files/migrate/library/prevtoolkit.pdf
Suicide Prevention Resource Center	http://www.sprc.org
The Campus Suicide Prevention Center of Virginia	http://www.campusuicidepreventionva.org/
World Health Organization—Suicide Prevention	https://www.who.int/health-topics/suicide#tab=tab_1

Injury-Specific Resources

Gun Violence Prevention

Resource	Website
CDC—Firearm Violence Prevention	https://www.cdc.gov/violenceprevention/firearms/fastfact.html
Johns Hopkins Center for Gun Policy and Research	https://www.jhsph.edu/research/centers-and-institutes/johns-hopkins-center-for-gun-policy-and-research/
University of California Davis, Violence Prevention Research Program	https://health.ucdavis.edu/vprp/
RAND Corporation—Gun Violence	https://www.rand.org/topics/gun-violence.html
Prevention Institute	https://www.preventioninstitute.org/focus-areas/preventing-violence-and-reducing-injury/preventing-violence-advocacy

School Safety

Resource	Website
CDC—Measuring Bullying, Victimization, Perpetration, and Bystander Experiences	http://www.cdc.gov/violenceprevention/pdf/bullycompendium-a.pdf
CDC—Measuring Violence-Related Attitudes, Behaviors, and Influences Among Youths	http://www.cdc.gov/violenceprevention/pdf/yv_compendium.pdf
CDC—Bully Surveillance Among Youths	http://www.cdc.gov/violenceprevention/pdf/bullying-definitions-final-a.pdf
Child Trends—What Works for Bullying Programs	http://www.childtrends.org/wp-content/uploads/2013/10/briefing_bullying5_anm1.pdf
Pennsylvania Bullying Prevention Toolkit	https://bptoolkit.safeschools.info/

Injury-Specific Resources

Child Maltreatment Prevention

Resource	Website
CDC—Essentials for Childhood: Creating Safe, Stable, Nurturing Relationships and Environments	https://www.cdc.gov/violenceprevention/pdf/essentials-for-childhood-framework508.pdf
California Evidence-Based Clearinghouse for Child Welfare	https://www.cebc4cw.org/
National Indian Health Board—Adverse Childhood Experiences in Indian Country	https://www.nihb.org/aces-resource-basket/
Prevent Child Abuse America	https://preventchildabuse.org/

Intimate Partner Violence Prevention

Resource	Website
CDC—Intimate Partner Violence: Prevention Strategies	https://www.cdc.gov/violenceprevention/intimatepartnerviolence/prevention.html
Futures Without Violence—The Facts on Violence against American Indian and Alaska Native Women	https://www.futureswithoutviolence.org/the-facts-on-violence-against-american-indian-alaskan-native-women
IHS—Intimate Partner Violence Prevention	https://www.ihs.gov/womenshealth/violenceprevention/
National Institute of Justice—Violence Against American Indian and Alaska Native Women and Men	https://nij.ojp.gov/library/publications/violence-against-american-indian-and-alaska-native-women-and-men
National Resource Center on Domestic Violence	https://www.nrcdv.org/
World Health Organization—Violence against Women	https://www.who.int/health-topics/violence-against-women

Injury-Specific Resources

Sexual Violence Prevention

Resource	Website
CDC—Sexual Violence Prevention Strategies	https://www.cdc.gov/violenceprevention/sexualviolence/prevention.html
National Resource Center on Domestic Violence—Rape Prevention and Risk Reduction	https://vawnet.org/material/rape-prevention-and-risk-reduction-review-research-literature-practitioners
National Sexual Violence Resource Center	https://www.nsvrc.org/prevention