



Goal: To fulfill THN's priority to increase capacity to serve diverse communities					
Objective	Activities	Person(s) Responsible	Resources Required	Time frame (begin by, complete by)	Outputs
<p>Recommendation: #1</p> <p>THN will:</p> <p>a) Support, implement and monitor Action Plan recommendations in order to ensure accountability, effectiveness and support.</p>	<p>1. Discuss and determine a process to implement and monitor the Action Plan.</p> <ul style="list-style-type: none"> Recruit & establish a Diversity Project Working Group (WG), which could include THN Steering Committee members, Member participants and other stakeholder involvement (community members/clients, partners, front-line workers). <p>2. Draft & determine Working Group Terms of Reference:</p> <ul style="list-style-type: none"> Ground rules/values Role & Responsibilities Composition (may shift over the 2 years depending upon focus) Frequency of meetings Length of meetings & standard agenda Location of meetings Specific topics to be covered in year one Meeting dates <p>3. Develop Workplan & Evaluation Plan according to Action Plan timeline in time for review:</p> <ul style="list-style-type: none"> October Steering Committee Meeting November Members' 	<p>Steering Committee Members THN staff support</p> <p>Diversity Project Working Group THN staff support</p> <p>Steering Committee</p> <p>Diversity Project Working Group Steering Committee THN Members</p>	<p>THN support & coordination as provided to THN Working Groups</p>	<p>1a.1 Begins: May 2012 -Members' Meeting Diversity Project Working Group through the 2 years</p> <p>1a.2 Begins: Sept 2012 Completed: October 2012</p> <p>1a.3 Begins: September 2012 Completed: end of November 2012</p>	



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<p>b) Explore and identify additional partners, resources and funding that will allow for a more in-depth and fulsome implementation of the Action Plan.</p>	<p>Meeting</p> <p>1.Communicate, discuss and seek input from Members (Co-Chairs follow-up with AIDS Bureau meeting in September/October 2012)</p> <p>2.Identify additional partners and solidify a working relationship</p>	<p>Diversity Project Working Group Steering Committee Co-Chairs</p>		<p>1b.1 Begins: May 2012 Completed: end of October or Nov 2012</p> <p>1b.2 Begins: May 2012 Completed: end of December 2012</p>	
<p>Recommendation #2</p> <p>THN will develop a clear diversity statement which reflects a commitment to both Anti-Racism/Anti- Oppression framework (AR/AO) and the Greater and Meaningful Involvement of People Living with HIV/AIDS (GIPA/MIPA) principles.</p>	<p>1. Identify lead member agencies within THN that could help craft the statement</p> <p>2. Develop draft statement based on AR/AO and GIPA/MIPA available best practices</p> <p>3. Present draft statement for feedback to Steering Committee</p> <p>4. Present draft statement and feedback (approval?) at next [Fall 2012] Members’ meeting</p> <p>5. Communicate statement to membership, uploading statement to key THN platforms and Member agency networks/partners</p>	<p>Diversity Project Working Group</p> <p>Steering Committee</p> <p>Members</p>		<p>2.1 Begins: May 2012 Members’ Meeting</p> <p>2.2 Begins: Sept 2012</p> <p>2.3 October 2012</p> <p>2.4 Completed: Fall 2012</p> <p>2.5 Begins: January 2013 Completed: ongoing</p>	



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<p>Recommendation #3</p> <p>THN will approach the Ontario HIV Treatment Network (OHTN) to conduct a Rapid Response Service on the outcomes of related capacity building. This literature review will determine what is helpful and useful to agencies and will identify where the gaps are in order to pursue specific research in the future.</p>	<ol style="list-style-type: none"> 1. Contact OHTN to develop a working relationship with Diversity Project (Timelines, Deliverables) 2. Develop the scope of the literature review in collaboration with OHTN 3. Determine a broad question as well as a clear and specific question to present to OHTN in order to do a Rapid Response 4. Discuss the findings 5. Determine next steps the implications and opportunities from and develop a timeline 	<p>THN staff in consultation with Diversity Project Working Group</p>	<p>OHTN Rapid Response Service</p>	<p>3.1 through 3.5 Begin: Sept 2012</p> <p>3.2-3 Completed: October 2012 Depending upon OHTN staff availability</p> <p>3.4 November - Dec 2012</p> <p>3.5 Begins: upon completion of Rapid Response by OHTN</p>	



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<p>Recommendation #4</p> <p>In order to assist agencies with case management, referrals, programs and service delivery as well as promoting agency-interconnectivity to support capacity building THN will create opportunities and spaces for dialogue as well as for building relationships and trust. This can be done using a variety of platforms including, but not limited to; newsletter, listserv, teleconference, webinar, website, face-to-face, etc. in order to facilitate:</p> <p>a) Awareness of what agencies are doing to serve diverse communities</p> <p>b) Agencies sharing practices that work for them</p>	<ol style="list-style-type: none"> 1. Generate dialogue on incorporating this recommendation into THN’s broader communication strategy 2. Diversity Project Working Group create a task group of lead agencies, steering committee members and agency staff who are specifically interested to be part of this process and complete activities #3-#5 below. Recommendation targets multiple audiences but priority is frontline workers- to be reflected in task group composition. 3. Identify/advise which channels will be used (from the list provided and others as they arise including existing channels used by member agency groups/programs) 4. Identify/advise frequency of opportunities and other logistics & identify resources needed 5. Identify/advise how to measure effectiveness 6. Implementation begins 	<p>Diversity Project Working Group</p> <p>in consultation with Steering Committee & Members</p> <p>Diversity Project Task Group</p>		<p>4.1 Fall 2012 Members Meeting</p> <p>4.2 Begin: November 2012 (at & after the Members’ Meeting) Completed: end of December 2012</p> <p>4.3 – 4.5 Begins January 2013 Completed: April 2013</p> <p>4.6 Begins: May 2013 Completed: ongoing</p>	
<p>Recommendation #5</p> <p>THN will:</p>	<ol style="list-style-type: none"> 1. Determine additional lead agencies who would like to be part of this process 	<p>Diversity Working Group</p>		<p>5.1 & 5.2 Begin: May 2013 Completed: June</p>	



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<p>Coordinate multi-agency opportunities for AR/AO, GIPA/MIPA and Cultural Competency capacity building integrating volunteer, front line, management and board representatives. These opportunities can include training, round table discussions and presentations.</p> <p>Work with Members and partners to coordinate and better align activities related to diversity, inclusion and GIPA/MIPA. These opportunities will create efficient, collaborative and impactful communication.</p>	<ol style="list-style-type: none"> 2. Source, network with and build relationships with other agencies who will be part of the Working Group for this recommendation 3. Develop a SMART (specific, measurable, achievable, realistic and time-bound) workplan including identify resources 4. Incorporate and seek opportunities for the newly developed AR/AO volunteer core training project module into the activities of the Working Group 5. Determine which opportunities will be used 6. Determine frequency of opportunities and other logistics Determine how to measure effectiveness 7. Develop a feedback mechanism/process to link learnings to recommendation #6 8. Implementation begins 9. Collect feedback 	In consultation with Steering Committee & Members		<p>2013</p> <p>5.3 through 5.8 Begin: July 2013 Completed: September</p> <p>5.9 Begins: Sept-October 2012 Completed: Ongoing</p>	
<p>Recommendation #6</p> <p>THN will develop a toolkit of</p>	<p>:</p> <ol style="list-style-type: none"> 1. Identify content, outline and 	Diversity Project Working Group		<p>6.1 through 6.6 Begin: January 2013 Completed: ongoing</p>	



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assessment and capacity building resources (existing and new) to assist member agencies regarding AR/AO, GIPA/MIPA and Cultural Competency.	<p>framework of the toolkit based on feedback received from Recommendation #5 implementation (see activity #9)</p> <ol style="list-style-type: none"> 2. Identify and collect existing and new capacity building resources, highlighted in opportunities (recommendation #5) 3. Call-out to Member agencies 4. Identify resource gaps (if any) 5. Seek dedicated personnel (i.e. hire a consultant) to create the toolkit 6. Connect with other THN Working Groups to optimize collaboration 7. Support promotion & dissemination in a range of media 	In consultation with: Steering Committee			