A. **Instructions:** Remember to complete the chart and questions that are listed below the chart. Please enter the negotiated goals for this contract year(term) in the goal column. Use the quarterly report sent to you by DSHS to complete your chart. Include year to date (YTD) data. The mid-year report should include data from January through June, and the year-end report should contain data from January through December. To have the most current data for your report, ensure your data is updated and exported to DSHS by the 20th of each month. Data entered after this deadline will be considered late and will not be processed until the next quarters report. **DSHS Data is the official data on record.**

<table>
<thead>
<tr>
<th>Condom Distribution</th>
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</thead>
<tbody>
<tr>
<td>Please fill in your goals for this contract term.</td>
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<tr>
<td>Objective A: Minimum number of condom distribution sites to be established by the end of the contract term.</td>
</tr>
<tr>
<td>Objective B: Minimum number of community collaborators assisting with access or distribution efforts (i.e. retail, civic, faith-based, local advocacy) by the end of the contract term.</td>
</tr>
<tr>
<td>Objective C: Minimum number of condoms to be distributed by the end of the contract term.</td>
</tr>
</tbody>
</table>

B. Describe any discrepancies in the data you have at your program and the data from DSHS. **Describe what steps your program has taken to resolve the discrepancy.** (Note-Programs are to review data on a quarterly basis and address any issues immediately. DSHS Data is the official data on record).

C. Discuss reasons for each objective exceeding projection. Provide specific strategies that were successful (social media, marketing, other).

- What? (What happened?)
- So What? (What did you notice, learn?)
- Now What? (How will you use the information you’ve learned?)

D. Describe what happened for each objective that is not on track to be met (e.g., staff issues, barriers, etc.)

- What? (What happened?)
- So What? (What did you notice, learn?)
- Now What? (What have you tried? What will you try?)

E. Summarize your current condom promotion and distribution activities or ideas for future activities for individual, organizational, and community levels?
F. What is your program doing or planning to do to increase condom use among people who are living with HIV and individuals at high risk of acquiring HIV in the three below areas?

- Condom Availability
- Condom Accessibility
- Condom Acceptability

G. How is your program integrating condom distribution into HIV Prevention activities?

H. What else would you like to tell us about your programs condom distribution efforts?