

**Texas Department of State Health Services  
HIV/STD Prevention and Care Branch  
Reporting Coversheet**

<b>Name of Agency</b>	<b>Texas Department of Criminal Justice (TDCJ)</b>		
<b>Region</b>	<b>Region 6 Huntsville</b>		
<b>Scope of Work</b>	<b>Minority AIDS Initiative (MAI)</b>	<b>Source of Funds</b>	<b>DSHS</b>
<b>Contract No.</b>	<b>2016-004112-03</b>		
<b>Reporting Period Covered</b>		<b>Year</b>	<b>2018/2019</b>
<b>Contract Period Covered</b>	<b>April 1, 2018 to March 31, 2019</b>		
<b>Prepared By: Name and phone number</b>			

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<b>MAI Contract</b>	<b>Period Begin</b>	<b>Period End</b>	<b>Narrative Due Date</b>
<b>Quarter 1</b>	<b>4/1/2018</b>	<b>6/30/2018</b>	<b>7/20/2018</b>
<b>Quarter 2</b>	<b>7/1/2018</b>	<b>9/30/2018</b>	<b>10/20/2018</b>
<b>Quarter 3</b>	<b>10/1/2018</b>	<b>12/31/2018</b>	<b>1/20/2019</b>
<b>Quarter 4</b>	<b>1/1/2019</b>	<b>3/31/2019</b>	<b>4/20/2019</b>

**SECTION I  
PROGRAM OBJECTIVES AND DATA**

Performance Measures	This Quarter	Year-To-Date	Contractual Objective	% Achieved YTD
Number of HE/RR units provided to Black or African American clients living with HIV			1200	
Number of HE/RR units provided to Hispanic or Latinx clients living with HIV				
Number of HE/RR units provided to minority clients (not listed above) living with HIV				
Number of HE/RR units provided to non-minority clients living with HIV				
Number of unduplicated Black or African American clients living with HIV receiving HE/RR			NA	NA
Number of unduplicated Hispanic or Latinx clients living with HIV receiving HE/RR				
Number of unduplicated minority clients (not listed above) clients living with HIV receiving HE/RR				
Number of unduplicated non-minority clients living with HIV receiving HE/RR				
Number of THMP applications submitted for Black or African American clients living with HIV who are scheduled to be released from custody			550	
Number of THMP applications submitted for Hispanic or Latinx clients living with HIV who are scheduled to be released from custody				
Number of THMP applications submitted for minority clients (not listed above) living with HIV who are scheduled to be released from custody				
Number of THMP applications submitted for non-minority clients living with HIV who are scheduled to be released from custody				
Number of Black or African American clients living with HIV who become enrolled in THMP			350	
Number of Hispanic or Latinx clients living with HIV who become enrolled in THMP				
Number of minority clients (not listed above) living with HIV who become enrolled in THMP				
Number of non-minority clients living with HIV who become enrolled in THMP				

Performance Measures	This Quarter	Year-To-Date	Contractual Objective	% Achieved YTD
Number of community provider appointments scheduled for Black or African American clients living with HIV for continuity of care after release			550	
Number of community provider appointments scheduled for Hispanic or Latinx clients living with HIV for continuity of care after release				
Number of community provider appointments scheduled for minority clients (not listed above) living with HIV for continuity of care after release				
Number of community provider appointments scheduled for non-minority clients living with HIV for continuity of care after release				
Number of Black or African American clients attending their post-incarcerated medical care appointment			350	
Number of Hispanic or Latinx clients attending their post-incarcerated medical care appointment				
Number of minority clients (not listed above) attending their post-incarcerated medical care appointment				
Number of non-minority clients attending their post-incarcerated medical care appointment				

**Required performance measures:**

Discuss the progress of meeting each performance measure for the current quarter and year. Briefly describe services being provided by the program staff and how clients are benefiting from MAI services. Any charts/tables to support this section should be included in Section III.

**Contractor will provide a minimum of 1200 units of HE/RR to incarcerated Black, African American, Hispanic, Latinx, and other minorities living with HIV/AIDS. 1 unit of HE/RR = 15 minutes.**

- 1. Provide a brief summary of this quarter’s HE/RR services provided:**
  
- 2. Describe challenges your program is facing providing HE/RR to incarcerated MAI clients:**

**3. Describe your plan to address the above challenges. What other changes could be implemented to make HE/RR more successful? How can those changes be implemented?**

**4. Describe TDCJ's goal(s) for HE/RR this coming quarter and how it will be implemented?**

**Contractor will submit a minimum of 550 TMHP application and enroll a minimum of 350 of incarcerated Black, African American, Hispanic, Latinx, and other minorities living with HIV/AIDS into THMP.**

**1. Provide a brief summary of this quarter's TMHP enrollment services:**

**2. Describe challenges your program is facing providing TMHP enrollment to incarcerated MAI clients:**

**3. Describe your plan to address the above challenges. What other changes could be implemented to make TMHP enrollment more successful? How can those changes be implemented?**

**4. Describe TDCJ's goal(s) for TMHP enrollment this coming quarter and how it will be implemented?**

**Contractor will schedule a minimum of 550 post release community provider appointments for incarcerated Black, African American, Hispanic, Latinx, and other minorities living with HIV/AIDS. A minimum of 350 MAI clients will attend their appointment.**

1. Provide a brief summary of this quarter’s community provider scheduling and attendance:
2. Describe challenges your program is facing scheduling community provider appointments and assuring clients attend the appointment post release:
3. Describe your plan to address the above challenges. What other changes could be implemented to make medical appointment scheduling and attendance more successful? How can those changes be implemented?
4. Describe TDCJ’s goal(s) for medical appointment scheduling and attendance this coming quarter and how it will be implemented?

**SECTION II  
PROGRAM IMPLEMENTATION**

1. List staff changes affecting this program that occurred during this quarter and list any staff vacancies for this grant in the table below:

Staff Changes	Staff Vacancies

2. Discuss any barriers and/or concerns, successful and unsuccessful strategies regarding program activities and/or performance measures not included in Section I:

- 3. How does the program address language and cultural barriers with clients?
  
- 4. Describe how the MAI staff coordinate services with state jails and prisons, and any challenges that they face:
  
- 5. Describe the evaluation activities the program conducted towards meeting performance measures that occurred this quarter. These activities can include but are not limited to data quality assurance, evaluation of program files, client satisfaction surveys, client focus groups, etc:

6. List staff training related to this contract that occurred this quarter:

Training	Name of MAI staff attending training

- 7. Describe technical assistance or training needs for MAI staff to successfully meet program measures:
  
- 8. Describe any financial or grant management concerns:
  
- 9. Describe any new programs being developed in your area that target the recently released population:

**END OF YEAR FINAL REPORT ONLY**

- 1. Discuss expenditures for the year. If more than 5% of funds were lapsed, explain why. What strategies will be implemented to ensure funds are not lapsed in the next grant year?**

**SECTION III OPTIONAL  
INSERT TABLES OR CHARTS TO SUPPORT PROGRAM ACTIVITIES**