

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

Name of Agency	The University of Texas Medical Branch at Galveston (UTMB)		
Region	Region 6 Houston		
Scope of Work	Minority AIDS Initiative (MAI)	Source of Funds	DSHS
Contract No.	2016-002574-02		
Reporting Period Covered		Year	2018/2019
Contract Period Covered	April 1, 2018 to March 31, 2019		
Prepared By: Name and Phone Number			

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

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 UTMB's goal(s) for HE/RR 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**