

Prevention Research Center's National Community Committee

New Members' Orientation

NCC Communications Subcommittee

Prevention Research Centers

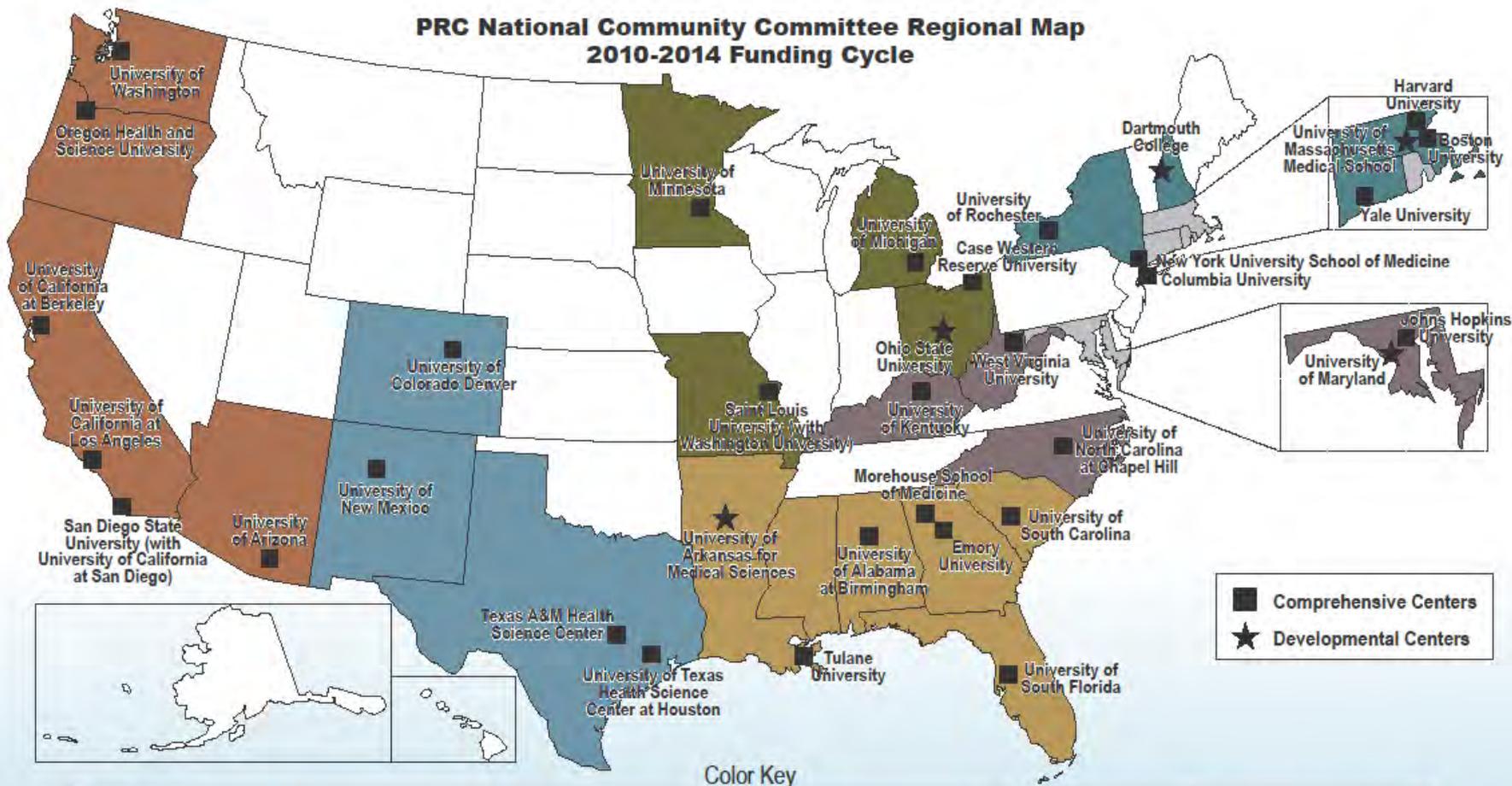
The Prevention Research Centers work as an interdependent network of community, academic, and public health partners to conduct prevention research and promote the wide use of practices proven to promote good health.

- Funds community-based research projects at 37 academic research centers across the United States; 5 developmental and 32 comprehensive centers
- Allocated approximately \$31 million in FY09 for infrastructure and core research
- Authorized by Congress in 1984
- Selects PRCs through a competitive peer-review process
- Managed by CDC as a set of cooperative agreements

What PRCs Do

- Conduct research projects that promote health and prevent disease
- Build research teams of multidisciplinary faculty
- Seek solutions, strategies, and policies that address public health problems
- Participate in research networks that address priority health issues, such as healthy aging, cancer prevention & control, and obesity prevention
- Build long-term relationships for engaging communities as partners in research
- Conduct research in directions guided by advisory boards of community leaders
- Develop and deliver trainings that enhance the public health workforce
- Conduct additional research funded by other federal agencies, foundations, and nonprofit organizations

PRC National Community Committee Regional Map 2010-2014 Funding Cycle



West Region	Southwest Region	Midwest Region	South Region	Southeast Region	Northeast Region
Oregon Health & Science University San Diego State University (with University of California at San Diego) University of Arizona University of California at Berkeley University of California at Los Angeles University of Washington	Texas A&M Health Science Center University of Colorado Denver University of New Mexico University of Texas Health Science Center at Houston	Case Western Reserve University Ohio State University St. Louis University (with Washington University) University of Michigan University of Minnesota	Emory University Morehouse School of Medicine Tulane University University of Alabama at Birmingham University of Arkansas for Medical Sciences University of South Carolina University of South Florida	Johns Hopkins University Columbia University University of Kentucky University of Maryland University of North Carolina at Chapel Hill West Virginia University	Boston University Columbia University Dartmouth College Harvard University New York University School of Medicine University of Massachusetts Medical School University of Rochester Yale University

Presentation Overview

- What is the PRC National Community Committee (NCC)?
- How are we organized?
- What are the archives and how do we access them?
- What have we learned?
- What have we accomplished?
- What is our vision for the future?

What is the PRC National Community Committee (NCC)?

- Comprises representatives from the PRC's community committee.
- Advises the program, facilitates training of community members, and advocates for prevention research using Community Based Participatory Research (CBPR).
- The representatives work together to make recommendations about how community committees can share information and better serve the individual centers as well as the national program.

Beginnings of the NCC



Yvonne Lewis & Ella Greene-Moton

- PRC Programs 1998 Request for Applicants (RFA) required Community Advisory Board (CAB) involvement for all centers
- Community engagement varied across the network
- **Idea of an "NCC" was initiated** to engage PRC communities at the national program to share and exchange lessons learned
- E. Yvonne Lewis was asked to lead the initiative and co-chaired the NCC along with Ella Greene-Moton.

NCC Vision

National network of community representatives engaged in equitable partnerships with researchers to:

- Define local health priorities,
- Drive prevention research agendas, and
- Develop solutions to improve the overall health and quality of life of all communities.

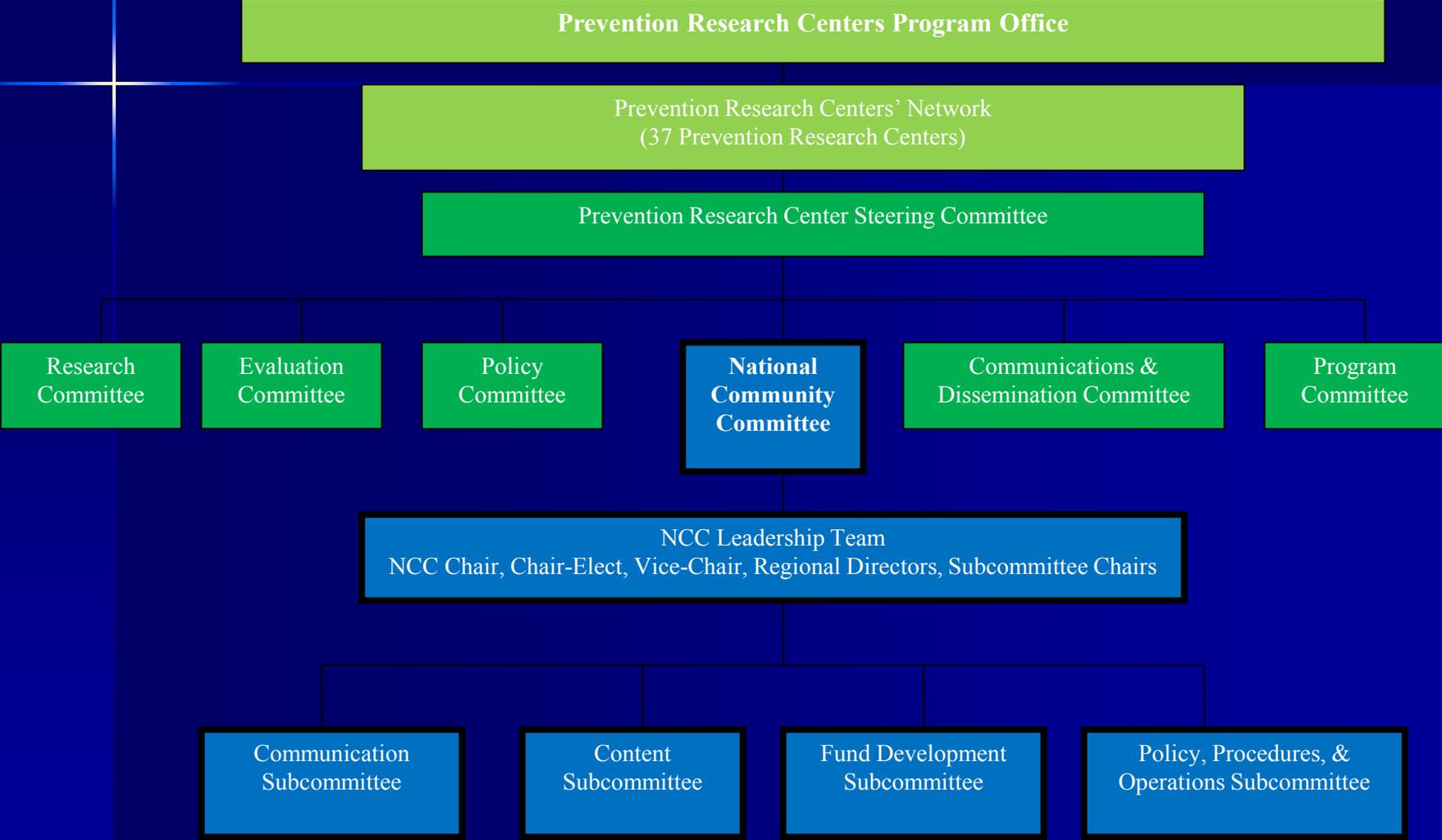
NCC Mission

The PRC's National Community
Committee is dedicated to helping
build capacity in communities within
local PRCs that were not traditionally
involved in the planning, development,
implementation, and evaluation of
prevention research initiatives by....

NCC Mission

- Developing and facilitating education, training, resource sharing, and technical assistance opportunities that encourage and enhance participation in research activities.
- Creating a supportive and culturally relevant environment in which representatives can share successes, concerns, and other lessons learned.
- Advocating for policy change.
- Making recommendations to advance the work of individual community representatives, local centers, and the national PRC Program.

Prevention Research Centers Program Organizational Chart 2010 - 2014



NCC Organizational Structure

- Leadership Team
 - NCC Chairs, Regional Directors, Subcommittee Chairs, Secretary and Treasurer
 - Provides oversight and guidance to the committee
- Organize PRCs by 6 geographical regions
 - Facilitates communication among members
- Subcommittees (4)
 - Facilitate task-specific NCC activities
- General membership
 - Connection to local PRC communities

NCC Subcommittees

- Policy Procedures & Operations
 - NCC Operating Procedures
 - Internal and external committee policy issues (e.g., IRB, funding, etc)
- Fund Development
 - Maintain records from NCC Fiscal Agent
 - Identify funding or other resource opportunities
- Communications
 - NCC web pages
 - Orientation materials
- Content
 - Enhance learning, training, and other opportunities around CBPR
 - NCC work plan

Policy, Procedures and Operations Document

- Outlines how the NCC functions – its our roadmap.
- Understand the roles and responsibilities of an NCC Representative (Pg 3)

What is in the PPO?

Vision Statement

Mission Statement

Goals

Article I: Organization Name

Article II: Membership

Section 1: NCC Representatives

Section 2: NCC Alternates

Article III: Leadership

Section 1: Elected Officers

Section 2: Appointed/Selected Officer(s)

Article IV: Terms of Office

Article V: Meetings

Article VI: Voting

Article VII: Nominations

Article VIII: Elections

Article IX: Vacancies

Article X: Removal from Office

Article XI: Subcommittees

Section 1:

Policy/Procedures/Operations(PPO)

Section 2: Fund Development

Section 3: Communications

Section 4: Content

Section 5: Adhoc Subcommittees

Article XII: Amendment Process

Article XIII: Fiscal Agent

Article XIV: Recommended Usage for Leveraged/Discretionary Funding

Article XV: CDC Provided Support Staff

Appendices

Appendix A - NCC Annual Planning Meeting Host Proposal

Appendix B - Sample Support Letters

Appendix C - Memorandum of Agreement for Fiscal Agent

PPO = Working Document

- As a working document, the OP changes each year. We vote on the changes at the Annual Planning Meetings.
- As an NCC member, you can make recommendations for changes
- The process is explained in Article XII: Amendment Process on Pg 12

NCC Work Plan 2009-2011

- Developed by the Content Subcommittee
- Working document that outlines tasks for the NCC
- Creates a timeline and accountability
- Each Subcommittee has tasks to work on

Work Plan Topic Areas

- Roles and responsibilities of NCC representatives
- Advocacy for CBPR
- NCC sustainability & leadership
- Technical assistance
- NCC community-based participatory research (CBPR) best practice award

NCC Work Plan

- Found in the NCC Archives
- Becoming familiar with the plan will make you an effective subcommittee member
- Revisions are worked throughout the year and then brought to the annual meeting for vote.

NCC Communication

- Monthly conference calls

Day: Second Tuesday of every month

Time: 4:30–5:30 pm, Eastern time

Call in information:

Number: 1-866-830-1012

Passcode: 9805872

- Monthly/Regular subcommittee conference calls

- Updates and information provided via NCC listserv

- Bi-annual in-person meetings

- Winter/Spring: PRC Networking

- October: NCC Annual Planning Meeting

PRC/NCC Communication Brief: Overview of the NCC Archive

Prepared by:

James Bratton, Northrop Grumman contractor,
PRC Program Dissemination Specialist

About the NCC Archive

- Created and maintained by the PRC Program Office (PRCO)
- Located in Community Voice section on PRC Program Web site
- Content managed by Sharrice White-Cooper, PRCO liaison for NCC
- Contains NCC meeting calendar, [contact information](#), and business documents, among other items
- Password-protected with generic NCC log-in keys

Prevention Research Centers



A network of academic researchers, public health agencies, and community members that conducts applied research in disease prevention and control.

Replay

Research Highlight

Prevention Research Centers Comparative Effectiveness Research Program

Research In Brief

FOA

Funding Opportunity Announcement **GO**

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Site Map

Prevention Research Topics

About PRC Program

Fast facts, history, policy statements...

Center Descriptions

Profile of each PRC with links to research and contact information...

Research Projects

Find core, special interest, and associated research projects...

Prevention Strategies

Adoptable, effective, and promising PRC interventions...

Community Voice

PRC National Community Committee's organization, functions, accomplishments...

Stories of Prevention Research

Personal stories of prevention research in practice...

Research Highlights

Topics and emerging issues in prevention research...

Training

Student, public health advocate, and practitioner trainings...

Program Evaluation

Purpose, design, findings...

PRC Program Material

Booklets, fact sheets, journal articles, reports...

Newsroom



PRCs Report Research in March 2010 issue of *Preventing Chronic Disease*



Now Available: Searchable Database of PRC Research Projects



CDC Network Adds Two More Prevention Research Centers



PRC National Community Committee is Focus of New Web Site Section



2010 Special Interest Projects (SIPs) Program Announcement #DP09-00102SUPP10

[News Archives >>](#)

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Center D
Profile of research...

Preventi
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PRC Program Material
Booklets, fact sheets, journal articles, ...

Replay Research Highlight

Research In Brief

FOIA Funding

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Site Map

Connect to www2.cdc.gov

The server www2.cdc.gov at www2.cdc.gov requires a username and password.

Warning: This server is requesting that your username and password be sent in an insecure manner (basic authentication without a secure connection).

User name:

Password:

OK Cancel

NCCmember

Archive09!

To receive email updates about this site, enter your email address:

Available: Searchable list of PRC Research Centers

Work Adds Two More Prevention Research Centers

PRC National Community Committee is Focus of New Web Site Section

2010 Special Interest Projects (SIPs) Program Announcement #DP09-00102SUPP10

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Prevention Research Centers

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- About Program
- Center Descriptions
- Research Projects
- Prevention Strategies
- Community Voice**
- Stories of Prevention Research
- Research Highlights
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- Program Material
- Newsroom

[PRC Home](#)

Community Voice

What is the PRC Program's National Community Committee?

The National Community Committee (NCC) is one of [seven committees](#) that help guide the PRC Program. The committee represents the people in communities that work with PRCs to do [community-based participatory research \(CBPR\)](#) in chronic disease prevention and control. Each PRC community committee sends a representative to the NCC, which makes recommendations about how community committees can share information and serve the individual centers and the national program. NCC members also facilitate the training of community members and advocate for prevention research.

More Information

- NCC Strategic Framework
- Timeline of NCC
- NCC Organization
- NCC Functions
- NCC Leaders
- **NCC Archive**



A Collective Voice for Well-Being: The Story of the National Community Committee [PDF-827K]

Read about the history and mission of the committee, the outcomes of committee members' combined action, and the resources the members have brought home to improve health and well-being in their neighborhoods.

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National Community Committee

About the Archive

Documents developed by the National Community Committee (NCC) of the Prevention Research Centers (PRC) Program can be found in this site. The PRC Program created this archive for committee members to easily access information in a central location. This resource is intended to facilitate the work of the committee and its partners by providing storage for static records of completed and approved NCC business.

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 Atlanta, GA 30333

800-CDC-INFO
 (800-232-4636)
 TTY: (888) 232-6348
 24 Hours/Every Day

cdcinfo@cdc.gov

Guidelines for Use

- [NCC Archive](#)
- [NCC Email LISTSERV](#)

NCC Topics

Meetings and Events

Call-in information, calendar, and Annual Planning Meeting information...

Special Projects

CBPR Cross-site study, SIP13, Midwest genomics forum, and other materials...

Minutes

Approved minutes of conference calls and in-person meetings...

Resources

Journal article citations, Web sites, and other material...

Procedures

Operating Procedures, Work Plan, and archive use guidelines...

Contact Information

NCC leaders, NCC members, and PRC Program office staff...

Subcommittee Files

Executive summary reports and other subcommittee-related documents ...

Meetings and Events

A calendar of regularly scheduled business meetings and events of interest to NCC members is maintained on this page. Information about the NCC Annual Planning Meeting is also posted here.

[Calendar](#)

This calendar shows regular NCC calls for members and subcommittees, scheduled meetings, and events of interest to NCC members. If you would like to add items to the calendar, please contact the NCC Secretary.

[Annual meeting information](#)

This section contains information for the upcoming meetings only; [minutes from past annual meetings](#).

[Monthly call information](#)

The NCC holds a monthly business call open to all members. The NCC sends an agenda to the NCC LISTSERV prior to the meeting. You can participate in the call by using this information:

Day: Second Tuesday of every month.

Time: 4:30–5:30 pm, Eastern time.

Call in information:

Number: 1-866-830-1012

Passcode: 9805872

For all calls, [please remember to mute your phone](#) when you are not speaking to reduce background noise. Press the mute button on your phone or [press *6 \(star six\)](#).

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How to work with documents stored in the archive

1. Open the document and save it to your computer
2. When you save the file on your computer, keep the same name but add an appropriate date
3. Modify the file and save your changes
4. Send the file by email to the appropriate NCC member or PRC Program office staff member

(You can also copy/paste sections right from the document on-line without saving to your PC)

Adding documents to the archive

- Name document according to instructions in the guidelines found in the archive
- Send the document to the appropriate PRC staff member – Sharrice White-Cooper / alj8@cdc.gov
- Meeting minutes should be sent within 2-3 days of the event.
- It will take about 4-6 business days to add

What have we learned?

- **Advocacy on behalf of our communities at local, regional and national levels**
- **Community-based participatory research (CBPR) expertise and consultation**
 - **Innovation in community-focused grant proposal review**
 - **Translation of research to practice at the community level**
- **Mobilization of our community partners for rapid response to emerging opportunities**
- **Forging of partnerships with other national organizations aimed at promoting service/learning through CBPR**
- **Organizational re-structuring mechanisms to accommodate our growing diversity of interests**

What we have accomplished?

- Research America Training 2003/2004
- Special Interest Project #13
NCC and Saint Louis University School of Public Health
- Midwest Genomic's Project
NCC and University of Michigan's Center for Public Health and Community Genomics
- Community-Campus Partnerships for Health (CCPH)
Consultation with the National Community Committee
Clinical and Translational Science Awards (CTSAs)
- GenoCommunity Think Tank
NCC and University of Michigan's Center for Public Health and Community Genomics

Upcoming Opportunities

- Oral Health Initiative in partnership w/ DentaQuest Foundation
- Obesity Prevention Centers
- Photo Documenting
- Genomics Special Interest Group

What is our vision for the future?

Primary Components of NCC Work Plan

- Community Engagement and Partnerships
- Community-Based Participatory Research (CBPR) and Public Health Practice
- Community Health Advocacy for Disease Prevention and Intervention

Community Engagement and Partnership

Build community capacity to participate in PRC research projects.



CBPR and Public Health Practice

Build PRC Community Committee capacity to conduct research using the Community-Based Participatory Research model

Community Health Advocacy

- Promote CBPR to funders, university, governmental and legislative organizations
- Promote Health Policies that support improved community health outcomes

National Community Committee



Working Together

To make a difference

[http:// WWW.CDC.GOV/PRC](http://WWW.CDC.GOV/PRC)