

To Whom It May Concern

24 March 2000

Re: Invitation to Participate in an Academic Resource Pool for Community Planning on AIDS

We are writing to inform you about the Community Planning Process on AIDS organized by the Hong Kong Coalition of AIDS Organizations (HKCASO) and to request your help disseminating the attached information to your staff members who may be interested in joining a resource pool that will support this very important project.

The Community Planning Process aims generate extensive community involvement in the development of a list of AIDS prevention and care priorities for Hong Kong. The process, promoted by the Center of Disease Control of the United States and other international agencies, has proven to be very effective in a number of countries. In Hong Kong, the process has been recommended by an international team of advisors commissioned by the Hong Kong Advisory Council on AIDS; it will make plans and prioritize activities for local AIDS prevention and care work. The outcomes should also affect funding allocation decisions (please see attached pamphlet). The Coalition is now in the process of forming the Community Planning Committee, and we are inviting you and your colleagues to participate in this process.

The input of academics is essential for effective AIDS work, but such input has, in the past, often been found by AIDS workers in Hong Kong to be inadequate. The formation of a pool of academics to support AIDS work would therefore be an important step. The purpose and operation of this pool is explained in the supplementary information sheet attached. We sincerely hope that you will encourage your staff to attend a briefing on May 11, 1999, at which community planning and the role Academic Resource Pool will be discussed.

We appreciate your support and would be happy to discuss further with you and your staff on how your expertise can be translated into helpful action. We are looking forward to seeing you at the May 11 briefing. Should you have any queries please don't hesitate to contact the CPP secretariat at 2897 8693, 2897 8660 or takyin@netvigator.com

Yours sincerely

Takyin Ho
Project Coordinator, CPP Secretariat

Supplementary Information

Academic Resource Pool for Community Planning on AIDS Prevention and Care

What is the Academic Resource Pool (ARP)?

It is a pool of resource persons who have done research in various areas and are willing to contribute their knowledge and experience to help with the formulation of a comprehensive plan on HIV/AIDS Prevention and Care.

Who are we recruiting for the ARP?

Participation in the process is not limited to researchers who have done work specifically in the area of HIV/AIDS. Those with experience in related areas such as psychology, sociology, social work, clinical studies, communication and media studies, cultural studies, education, counseling, community health, health promotion, medical anthropology/sociology/history, public and social administration, cultural geography, population studies, statistics, programme evaluation, and risk assessment all have a contribution to make to the process. Particularly valuable are those researchers who have experience investigating issues related to men who have sex with men, youth, IV drug users, sex workers, travelers and women.

How will the ARP operate?

People who are interested to join the ARP are asked to fill in the attached form on which they should describe the areas of research they focus on. This information will be compiled into a database. With the permission of the ARP, the database will be shared with various Working Groups and the Community Planning Committee. During the Community Planning Process and when needs arise, the CPC and various working groups may seek professional advice from the people listed in the ARP. In addition, academics who join the ARP will be requested to elect 4 representatives (1 epidemiologist, 1 social scientist, 1 behavioural scientist, and 1 expert on program evaluation) from the APR to sit in the Community Planning Committee. Details of the role and responsibilities is written in the information booklet that attached in this letter.

When is the briefing session?

Time: 6:30 – 9:30pm

Date: 11 May 2000

Venue: To be confirmed later.

What are the objectives of the briefing session?

- To introduce the concept of CPP;
- To explain the composition, terms of reference, roles and responsibilities of the CPC;
- To discuss the formation of the Academic Resource Pool;
- To discuss the election process for academic representatives to participate in the CPC.

Response Slip (please circle the appropriate response)

1. I (am/ not) interested to join the Academic Resource Pool for the Community Planning Process.
2. I (am/ not) interested to join the Briefing Session on 11 May 2000.
3. Although I will not participate in the Community Planning Process, I recommend my friends/ colleagues to be involved in the process.

A. Information about myself:

Name: _____

Job Title: _____

Department: _____

Name of the University/ Organisation that I am working in:

Name of organisations that I affiliate with:

My research interests include:

List of relevant recent research projects/publication: _____

Contact Phone: _____ Fax: _____

Email: _____

Contact address: _____

B. Information about the person you recommend us to contact (should there be more than one person, please give us their contact details in another paper):

Name: _____

Contact phone: _____ Fax: _____

Email: _____

Contact address: _____

**** (Please mail this response slip before 21st April 2000 to The CPP Secretariat, 17B, Block F, 3 Lok Man Road, Chai Wan, Hong Kong. Or Fax: 2897 6387.)**