



Program Infrastructure and Management for Community Health Promotion and Education

Designed for African American community-based organizations and groups, this two-day course assists participants in responding to the health needs of their communities by providing tools for designing, implementing and evaluating a prevention program. This interactive course builds skills in program development via strategies such as community assessment, developing goals and objectives, planning activities and strategies, proposal development, and evaluation.

September 26-27, 2007

Norfolk, VA



For more information contact:

Angela Johnson,
MPPA

Project Coordinator, CBA² Project

Phone: (601) 957-3625, Ext. 108

E-mail: ajohnson@mbk-inc.org



To Whom It May Concern:

My Brother's Keeper, funded by The Centers for Disease Control and Prevention Office of Minority Health, is extending an invitation to your organization to attend the skills building course entitled *Program Infrastructure and Management for Community Health Promotion and Education*, scheduled for **September 26-27, 2007 in Norfolk, VA.**

This interactive, two-day course assists participants in responding to the health needs of their communities by providing tools for designing, implementing and evaluating a prevention program. The course will be scheduled from 9:00 a.m-5:00 p.m. on both days with registration beginning at 8:30 a.m. You must arrive on time and attend the entire session to successfully complete the course. Each participant who attends the entire course will receive a certificate of participation.

If your organization is interested in attending this skills building course, complete the enclosed registration form. Please feel free to make copies of the registration form for additional staff members in your organization who would like to attend this course. The skills building course size is limited, so please fax the registration form to MBK at **601-957-3640** as soon as possible.

After your application is received and reviewed you will be notified regarding the location of the course. If you have any questions, please contact **Angela Johnson, Program Coordinator**, at **601-957-3625 ext. 108**.

Sincerely,

Mark Colomb, PhD, CRA
President /CEO
My Brother's Keeper, Inc.

Enclosure

PROGRAM INFRASTRUCTURE AND MANAGEMENT FOR
COMMUNITY HEALTH PROMOTION AND EDUCATION
SKILLS BUILDING COURSE APPLICATION



Applicant Information

I am applying to participate in the course(s) entitled:

- Program Infrastructure and Management for Community Health Promotion and Education, September 26-27, 2007, Norfolk, VA**

Please PRINT, TYPE, or write legibly.

Applicant's Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email Address: _____

Job Title: _____

Agency Name: _____ Phone: _____

Fax: _____ Agency Email/Website: _____

Agency Address: _____

City: _____ State: _____ Zip: _____

What do you expect to gain from participating in this course? _____

Organizational Information

Type of Agency (Check all that apply)

- | | | |
|--|--|---|
| <input type="checkbox"/> Faith based institution | <input type="checkbox"/> Medical treatment provider | <input type="checkbox"/> Academic institution |
| <input type="checkbox"/> Community Based Organization | <input type="checkbox"/> Neighborhood Housing Association | <input type="checkbox"/> Health Education and Wellness organization |
| <input type="checkbox"/> Business/Professional Association | <input type="checkbox"/> Govt. Agency (City, County, State, Federal) | <input type="checkbox"/> Coalition/Community Partnership |
| <input type="checkbox"/> Social/Civic organization | <input type="checkbox"/> Religious organization | <input type="checkbox"/> School |
| <input type="checkbox"/> Other:
_____ | | |

What target population(s) does your organization serve? (Check all that apply)

- | | | | |
|---|---|--|--|
| <input type="checkbox"/> African American | <input type="checkbox"/> Asian/Pacific Islander | <input type="checkbox"/> American Indian | <input type="checkbox"/> Hispanic/Latino |
|---|---|--|--|

Return ASAP by fax, or regular mail to:

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The CBA² Project
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