

Sample Projects in Technical Assistance Design

Job Number 85, 120, 133, 136, 147, 149, 150, 151, 157, 159

Job Title Recovery Community Services Program

Client Health Services Research, Inc. for Center for Substance Abuse Treatment

Project Description

Supported RCSP grantees through program planning, conference design, writing, and workshop facilitation.

Under guidance from the project's editor, created reports of annual grantee workshops for 2000, 2002, and 2003 and summaries of special meetings. Examples of topics of the special meetings are: Cultural Issues in Data and Information Gathering, Innovator's Meeting on Access to Recovery, Bibliography on Peer Services in Recovery Communities, Accomplishments of RCSP Grantees, Annual Grantee Directory, New Grantee Handbook.

Job Number 122

Job Title Customer Satisfaction Survey

Client Social and Health Services/ORC/Macro International for Center for Mental Health Services

Project Description

Interviewed school-based grant coordinators by telephone to determine how they were using contractor-provided technical assistance on communications, and what services would be most helpful in the future for the Safe Schools/Health Students projects.

Job Number 91

Job Title Management Support: Providing TA to States on Limiting Tobacco Access to Minors and Compliance with the DHHS Synar Requirements

Client Johnson, Bassin & Shaw, Inc

Project Description

Provided support and direction for the 5th National Synar TA Workshop, planning assistance for a multi-state Technical Assistance Meeting, assisted with materials development and overall concept for consultant training, participate in conference calls with states and provided content review on work plans for technical assistance on Synar. Provided oversight of staff during weekly meetings to review progress and handle problems. Reviewed site visit reports.

Job Number 38

Job Title Management Support: Providing TA to States on Limiting Tobacco Access to Minors and Compliance with the DHHS Synar Requirements

Client Birch & Davis Associates, Inc.

Project Description

Created a technical assistance (TA) component to respond to a federal requirement added to a TA contract. Designed a TA component to complement existing system to address the requirement that states limit youth access to tobacco. Integrated the Tobacco TA system into the existing delivery mechanism.