

SCOPE OF WORK AND NTTL/PROJECT FAITH PROGRESS TOWARD OBJECTIVES

The following quarterly reports are submitted by Voorhees University and its Contractors for the period beginning a) July 1, 2022-September 30, 2022 and b) October 1, 2022-December 2022. The scope of work is outlined under Proviso 118.19 (B) (82) (Non-Recurring) and reads as follows:

“Contractor shall use funds provided in this Contract to support the Nurturing The Tree of Life: Advancing Health Outcomes Among Students Attending Historically Black College and Universities in South Carolina program. This program initiative focuses on historically black colleges and universities (HBCU’s), the Midlands Coalition of Churches, and other faith organizations (i.e. rural and urban) in South Carolina to expand the number of faith communities that are educated about health disparities, including HIV and COVID-19. Nurturing the Tree of Life aims to combat the stigma associated with HIV by encouraging HIV testing, seeking and adhering to treatment, and continuing care after diagnosis. In addition, Nurturing the Tree of Life urges black youth (ages 18-29) to consider the COVID-19 vaccine and/or booster shots.”

Quarter One Reporting Period: July 1, 2022 through September 30, 2022

Funding to initiate NTTL HBCU Health Assessment and Project FAITH community outreach related activities were not disbursed. Funds were disbursed from the South Carolina Department of Health and Human Services and Voorhees University during October 2022. As such, Project Contracts revised the work plan to include onset and implementation of project goals, objectives, and proposed activities during September 2022. The Voorhees University and program consultants work plan was revised and is included within this document.

Bambi Gaddist, DrPH (166 hours/month)

List of Activities include: coordinated meeting with Executive Director of the South Carolina Institutes of Innovation & Information; planning and strategy meetings with the project’s fiscal fiduciary agent to coordinate processes to support the HBCU Student Health Survey Initiative.; meeting with Voorhees University Provost and Vice President of Academic Affairs, Director of Sponsored Programs and Grant Services, and the Vice President of Business and Fiscal Affairs; meetings with leadership at the with National College Health Association to coordinate logistics for NCHA-II survey for administration; coordinate communication between SCDHHS Contract Manager to Voorhees University leadership; initiate overtures to HBCU President’s in collaboration with the Executive Director of the South Carolina Institutes of Innovation & Information; coordinate Student Health Survey Meetings with leadership of the participating institutions (Claflin University, SC State University, Voorhees University, Clinton College, Allen

University, Benedict College, Morris College); submit IRB packages for review to Voorhees University and South Carolina State University Institutional Review Board; serve as Liaison between South Carolina DHHS, Voorhees University, and Associates, and Division of Finance; oversee HBCU Liaison and activity coordination through the Faith Liaison, Willie Bryant; and weekly conference with Co-PI and Evaluator, Dr Sabine Eustache and the HBBC Liaison, Vivian Clark-Armstead.

Sabine Eustache, DrPH, MBA (133 hours/ month)

List of Activities: planning and strategy meeting with Voorhees University to finalize contract information for SCDHHS, project budget, billing requirements, and other project logistics; meetings with leadership at the National College Health Association to coordinate logistics for NCHA-II survey for administration, research, and literature review to develop supplemental survey; supplemental survey development; ongoing correspondences and coordination with NCHA regarding survey implementation; co-author correspondences, IRB documents, budget, re-budget, state paperwork, meetings with Voorhees, meetings with ACHA, monitor training planning and development, protocol development; draft student monitor training plan; and weekly conference with Co-PI, Dr. Bambi Gaddist, bi-weekly meetings with Data Manager & Research Analysis, Jamie Troutman and HBCU Liaison, Vivian Clark-Armstead.

Vivian Clark-Armstead (197 hours/month)

List of Activities include meetings with University & College Presidents and Leadership to introduce project, get buy-in and obtain HBCU staff liaison contacts; Site visits and/or virtual outreaches to prospective HBCUs (Claflin University, SC State University, Morris College, Allen University, Benedict College, Denmark Tech College and Clinton College); Convened meetings with Nurse New, Benedict College, Director of Student Health Services; Conference calls to HBCU liaisons to discuss project logistics; Call conferencing with HBCU liaisons to identify Student Health Monitors, schedule Assessment Day and finalize project logistics; Following-up planning and information sharing calls with university partners; Participated in three Zoom conferences with Chris Clemens of Blackhawk Network to set up account and order of incentive cards; biweekly team meetings with assessment team (Dr. Gaddist, Dr. Eustache, Dr. Troutman, & Ms. Clark).; weekly meetings with faith-based program team Dr. Gaddist, Mr. Bryant & Ms. Clark); and one-on-one meetings with Mr. Willie Bryant- Project Faith Liaison.

Jamie Troutman, PhD, MPH (47 hours/month)

List of Activities includes bi-weekly team meetings to discuss survey order requirements, logistics, implementation, and analysis; research and literature review to develop the supplemental survey; and communication and coordination with ACHA regarding survey implementation.

CONTRACTUAL PERSONNEL

Willie Bryant, HIV/COVID-19 Faith Liaison –July 1, 2022 through September 2022)

July 2022

List of Faith Activities includes contacted Pastor Clarke McGriff, pastor of Greenhill Baptist Church, to establish a working relationship between the area churches and Dr. Gaddist to organize a faith-based COVID-HIV Care Forum in the Lugoff area; develop a planning strategy to engage five area churches; develop a training plan for sessions with the area churches in the Health Care Ministries; scheduled and arranged a meeting with Pastor S. Allison Baker, pastor of Cornerstone Baptist Church; early planning with Dr. Gaddist for COVID/HIV training sessions for the church membership; participated in a question-and-answer session, led by Dr. Gaddist, with the Midlands Coalition of Churches to render information about the project and plan strategies; held virtual meetings with the Midlands Coalition of Churches to address concerns of the Pastors of the member churches; planning meetings with Mrs. Patricia Gold and members of the Meadow Lakes, Lincolnshire, and Starks Terrace Communities to discuss COVID and how it affects senior members of the community; follow up calls and correspondences with established partners; and weekly team meetings with Dr. Gaddist & Ms. Armstead.

August Faith 2022

List of Activities includes connected with community churches in the Blythewood area to establish sessions in Clergy Academy Training with key leaders throughout the community; connected with Town Councilman Sloan Griffin to arrange planning meetings for a community forum; planning meetings with Pastor Tommy L. Brown of New Free Hope Baptist Church for community programs to raise awareness regarding viruses of our communities; follow up calls and correspondences with pastors and other partners; and weekly team meetings with Dr. Gaddist & Ms. Armstead.

September Faith 2022

List of Activities includes connected (and followed up) with Bythewood Community Park to arrange a meeting with Ms. Jun McLemore, Park Director, to arrange COVID Training Session with community residents with Dr. Gaddist and Vivian Armstead (Projected meeting time is December 2022); planning sessions with Pastor James Wilson (Mt. Pisgah Baptist Church), Pastor Henry Spann (White Oak Baptist Church No.1), Pastor Lee Edwards (Bethel Baptist Church), and Pastor John Williams (White Oak Baptist Church No. 2); co-facilitated virtual meetings (with Dr. Gaddist) with the school board of Richland School District Two and members of the New Free Hope Baptist Church; follow up calls and correspondences with pastors and other partners; and weekly team meetings with Dr. Gaddist & Ms. Armstead.

SITES WITH SCHEDULED MEETINGS

<p>Central Baptist Church 3625 Clement Road Columbia, SC 29203 (803) 252-3742 Rev. Dr. Ricky Ray Ezell, Sr.</p>	<p>Believers in Christ Baptist Church 745 Rosedale Arch Columbia, SC 29203 (803) 477-6036 Rev. Derrick Myers</p>
<p>Zion Chapel Baptist Church No.1 P O Box 3242 Columbia, SC 29230 (803) 754-2752 Rev. Jesse Washington, Jr.</p>	<p>Dennis Chapel Baptist Church 230 Bertha Avenue Columbia, SC 29203 (803) 786-9493 Rev. Chester T. Gray</p>

Reporting Period: October 1, 2022 through October 31, 2022

Bambi Gaddist, DrPH (56 hours/mth)

List of Activities: coordinate weekly activities with the SC HBCU Liaison to maintain communication with project liaisons at each of the six HBCU Student Assessment sites; monitor and provide oversight to the Faith Liaison; ongoing communications with legislators regarding contract activities and project updates; ongoing communication with SCDHHS Project Officer regarding project updates; conference calls with Black Hawk to complete set up the HBCU health assessment incentive card account; biweekly team meetings with assessment team (Dr. Gaddist, Dr. Eustache, Dr. Troutman, & Ms. Clark) to plan, monitor, and ensure implementation of all project components; and weekly meetings with faith-based program team (Dr. Gaddist, Mr. Bryant & Ms. Clark).

Sabine Eustache, DrPH, MBA (43 hours/mth)

List of Activities: ongoing correspondences and coordination with NCHA regarding survey implementation; co-author correspondences for college partners; draft student monitor training plan; coordinate weekly activities with the SC HBCU Liaison to maintain communication with project liaisons at each of the six HBCU Student Assessment sites; coordinate administrative tasks including issuing invoices and vendor payments; and weekly conference with Co-PI, Dr. Bambi Gaddist, bi-weekly meetings with Data Manager & Research Analysis, Jamie Troutman and HBCU Liaison, Vivian Clark-Armstead.

Vivian Clark-Armstead (67 hours/mth)

List of Activities: virtual meetings with project liaisons from Benedict College, South Carolina State University (SCSU), Allen University, Claflin University, and Clinton College to coordinate logistics for administration of health assessment and identify of Student Health Monitors and compile

monitors' contact information; virtual meeting with, Dr. Greene, Claflin University, to understand and troubleshoot implementation barriers before school break and renegotiate project start date; ongoing follow up with project liaisons via Zoom, phone and email; compiled monitor data and developed student monitor spreadsheet; conference calls with Black Hawk to complete set up the HBCU health assessment incentive card account; biweekly team meetings with assessment team (Dr. Gaddist, Dr. Eustache, Dr. Troutman, & Ms. Clark); weekly meetings with faith-based program team Dr. Gaddist, Mr. Bryant & Ms. Clark); and weekly one-on-one meetings with Mr. Willie Bryant- Project Faith Liaison.

Jamie Troutman, PhD, MPH (17 hours/mth)

List of Activities: weekly team meetings to discuss survey order requirements, logistics, implementation, and analysis; and review and finalize supplemental survey questions for printing.

CONTRACTUAL

Willie Bryant, HIV/COVID-19 Faith Liaison

List of Activities: meet with Pastor Reginald Burton about a youth conference for students ages 15 -18 regarding flu shots; distribute HIV, Flu and Diabetes information to PTA Parents; meeting with PTA Parents at Crane Creek Recreational Center; conference calls with Pastor Chester Gray to coordinate meeting with Dr. Gaddist about establishing a Health and Wellness Ministry and COVID/HIV training session; conference call with Vivian Clark and Rev. Derrick Myers to develop a community forum during the month of November; Meetings with Pastor Andre Melvin of the Midlands Coalition and weekly team meetings with Dr. Gaddist & Ms. Armstead.

Reporting Period: November 1, 2022-November 30, 2022

Bambi Gaddist, DrPH (56 hours/month)

List of Activities: planning meetings with project team to revise program timelines and implementation plan for January 2023 data collection; coordinate weekly activities with the SC HBCU Liaison to maintain communication with project liaisons at each of the six HBCU Student Assessment sites; ongoing communication with designated representatives from the participating HBCU institutions for project updates, changes, activities, needs and requirements; monitor and provide oversight to the Faith Liaison; ongoing communications with legislators regarding contract activities and project updates; ongoing communication with SCDHHS Project Officer regarding project updates; virtual meeting with Black Hawk coordinate final details to purchase student between December 30, 2022 and January 5, 2023; biweekly team meetings with assessment team (Dr. Gaddist, Dr. Eustache, Dr. Troutman, & Ms. Clark) to plan, monitor, and ensure implementation of all project components; and weekly meetings with faith-based program team Dr. Gaddist, Mr. Bryant & Ms. Clark).

Sabine Eustache, DrPH, MBA (43 hours /month)

List of Activities: planning meetings with the project team to revise program timelines and implementation plan for January 2023 data collection; coordinate weekly activities with the SC HBCU Liaison to maintain communication with project liaisons at each of the six HBCU Student Assessment sites; co-author correspondences for college partners; coordinate administrative tasks including issuing invoices and vendor payments; weekly conference with Co-PI, Dr. Bambi Gaddist, bi-weekly meetings with Data Manager & Research Analysis, Jamie Troutman and HBCU Liaison, Vivian Clark-Armstead.

Vivian Clark-Armstead (67 hours /month)

List of Activities: planning meetings with the project team to revise program timelines and implementation plan for January 2023 data collection; bi-weekly (and regular follow-up calls) with designated representatives from the participating HBCU institutions for project updates, changes, activities, needs, and requirements; attendance at Voorhees 2022 University's Alumni Awards Program building relationships with project liaisons, administration, and faculty to enhance collaboration efforts; in-person meeting with a local business owner in Lancaster, SC (Unique Hair Design) who provides in-kind Home COVID-19 Test Kits that are distributed and used to enhance project outreach effort on the HBCU campuses; biweekly team meetings with assessment team (Dr. Gaddist, Dr. Eustache, Dr. Troutman, & Ms. Clark); weekly meetings with faith-based program team Dr. Gaddist, Mr. Bryant & Ms. Clark); and weekly one-on-one meetings with Mr. Willie Bryant- Project Faith Liaison.

Jamie Troutman, PhD, MPH (17 hours/month)

List of Activities: Completer weekly team meetings to discuss survey order requirements, logistics, implementation, and analysis; and communications with NCHA to determine final survey protocols and data agreements.

CONTRACTUAL

Willie Bryant, HIV/COVID-19 Faith Liaison

List of Activities: phone conferences with Pastor Kenneth Taylor, Pastor of Taylor Memorial AME Church in West Columbia, regarding informational training on COVID-19, FLU Virus, and HIV; strategy and planning meetings with Dr. Ricky Ray Ezell for Health and Wellness sessions to be held at Central Baptist Church; with Dr. Ricky Ray Ezell; phone conferences with Gretchen Barron, Richland County Council Chairperson, to coordinate interview for Dr. Gaddist with ABC News Anchor to discuss the importance of COVID and the FLU Virus and its effect on people of color; weekly team meetings with Dr. Gaddist & Ms. Armstead and weekly one-on-one meetings with Ms. Vivian Clark for project updates and coordination.

Bambi Gaddist, DrPH (56 hours/mth)

List of Activities includes working in collaboration with the SC HBCU Liaison to coordinate weekly activities with HBCU representatives at each of six student assessment sites; convened meetings with leadership to finalize the survey administration schedule, identify and recruit upper-level students to serve as Student Monitors; Completed virtual meetings with Black Hawk to finalize the acquisition of the student monitor stipends and survey incentive cards; Provided regular updates on contract activities to legislators and SCDHHS Project Officer; Provided regular project updates to Dr. Gwyneth Nelson, Director of the SC Triple I; Responded to emails and other correspondences related to the project activities; oversee HBCU Liaison and activity coordination through the Faith Liaison, Willie Bryant; and weekly conference with Co-PI and Evaluator, Dr. Sabine Eustache and the HBCU Liaison, Vivian Clark-Armstead.

Sabine Eustache, DrPH, MBA (43 hours/mth)

List of Activities includes coordinated weekly activities with the SC HBCU Liaison to maintain communication with project liaisons at each of the six HBCU Student Assessment sites; co-author data release form for college partners; meeting with Dr. Gwyneth Nelson, Director of the SC Triple I, for project updates; coordinate administrative tasks including issuing invoices and vendor payments; finalize the acquisition of student monitor stipends and survey incentive cards with Black Hawk; weekly conference with Co-PI, Dr. Bambi Gaddist, bi-weekly meetings with Data Manager & Research Analysis, Jamie Troutman and HBCU Liaison, Vivian Clark-Armstead.

Vivian Clark-Armstead (67 hours /month)

List of Activities includes meetings and regular follow-ups with HBCU Liaisons to secure dates and times for assessment administration, identify student health monitors, and secure Student Monitors' contact information to plan and schedule the Student Monitor training schedule; Created Student Monitors spreadsheet; Created Assessment Scheduling Spreadsheet and Calendar; Delivered and secured data releases forms from the HBCU Liaisons; In-person meetings with SC State University and Claflin University Honors College; In-person visits to other institutions to secure data release consent forms and hard copy signatures; biweekly team meetings with assessment team (Dr. Gaddist, Dr. Eustache, Dr. Troutman, & Ms. Clark); weekly meetings with faith-based program team Dr. Gaddist, Mr. Bryant & Ms. Clark); and weekly one-on-one meetings with Mr. Willie Bryant- Project Faith Liaison.

Jamie Troutman, PhD, MPH (17 hours/month)

List of Activities includes weekly meetings to discuss survey order requirements, logistics, implementation, and analysis; communicating with NCHA to determine final survey protocols and data agreements.

CONTRACTUAL

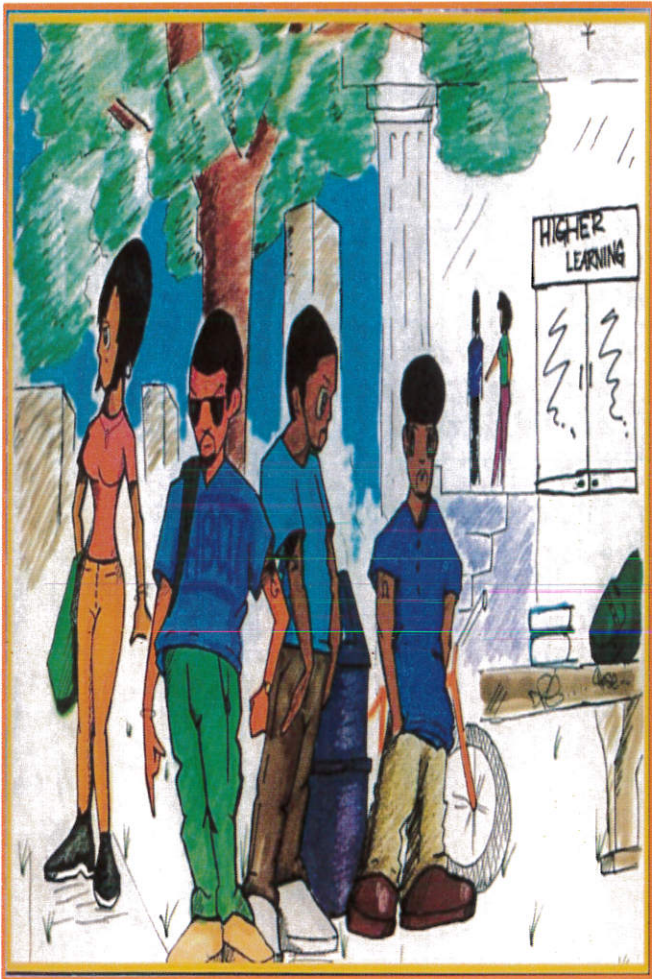
Willie Bryant, HIV/COVID-19 Faith Liaison (*Invoice attached*)

List of Activities includes delivering a presentation to a church group on "How to Obtain Medicare and Medicaid benefits" (per the group's request); Preliminary discussions with Reverend Eugene Rush about collaboration with an organization based in Lexington, SC to create a joint venture developing an entity to work with an interdenominational church project on diseases that disproportionately impact older Americans such as heart disease, diabetes, strokes (Follow-up pending with Teresa Clark, Reverend, and DSS Director of Programs); Follow-up call with Pastor Teresa Clark of Stover Chapel AME Church to reschedule training session with Dr. Gaddist and the AME Pastors of the Northeast AME Churches; meeting with Senator John L. Scott, Jr. regarding Health Care Programs start-ups projected in Senate District 19 during the year 2023; weekly team meetings with Dr. Gaddist & Ms. Armstead and weekly one-on-one meetings with Ms. Vivian Clark for project updates and coordination.

RE-IMAGINING OUR DESTINY

Building New Pathways Through HBCU Infrastructure Development and Outreach to Communities of Faith

Strengthening Prevention-Intervention Infrastructure and Enhancing Care Healthcare Access for Populations Vulnerable to Health Disparities



BUDGET EXPENDITURES **FY SEPTEMBER 2022-DECEMBER 2022**