



CBO Public Health Equity Grant Activity Reporting

Activity Reporting Timeline & Questions

Updated 04.08.24

Purpose & Timeline

You will be required to submit an online activity report every quarter describing progress and challenges with your Public Health Equity workplan activities. Your responses to reporting questions will help OHA learn more about the work that is happening in communities with the grant funds. This information helps OHA understand how we can best support your work and communicate about your important local work with public health partners. Your responses will not be used to critique or judge your progress. This document previews the questions that we will ask you on the activity report.

Here are some additional details about the activity reporting for this grant:

- Please refer to the table below for the activity reporting dates each quarter
- Note that we went from requiring activity reporting twice per year to every quarter based on feedback that it was difficult to track activities over the 6 months in between reporting periods
- The activity reporting questions are **below**. Please note that you will report on the same set of “**core questions**” every quarter with additional questions required at the end of the grant period (called “**expanded questions**”)
- At the end of the activity reporting survey, you will have the option to request a copy of your responses for your records
- Please contact your Community Engagement Coordination with any questions

Reporting Month	Reporting for These Dates	Reporting Questions
April 2024	July 1, 2023 – March 31, 2024	Core questions
July 2024	April 1, 2024 – June 30, 2024	Core questions
October 2024	July 1, 2024 – September 30, 2024	Core questions
January 2024	October 1, 2024 – December 31, 2024	Core questions
June 2025	January 1, 2025 – May 31, 2025	Expanded questions

Question Types (click on the question type below to jump to that section)

Core Questions.....	2
Expanded Questions.....	8

Core Questions

All Grantees

1. Please select all of the program areas you are working on with funding from OHA CBO Public Health Equity Funds.

- Adolescent and School Health
- Commercial Tobacco Prevention
- Overdose Prevention
- Public Health Modernization - Communicable Disease Prevention
- Public Health Modernization - Emergency Preparedness
- Public Health Modernization - Environmental Health and Climate Health

2. Please provide your contact information (full name, organization, role, email address, and phone number).

First name: _____

Last name: _____

Organization: _____

Role: _____

Email address: _____

Phone number: _____

3. Select all counties in which your funded activities took place in this reporting period from July 1, 2023, through March 31, 2024.

- Baker County
- Benton County
- Clackamas County

- Clatsop County
- Columbia County
- Coos County
- Crook County
- Curry County
- Deschutes County
- Douglas County
- Gilliam County
- Grant County
- Harney County
- Hood River County
- Jackson County
- Jefferson County
- Josephine County
- Klamath County
- Lake County
- Lane County
- Lincoln County
- Linn County
- Malheur County
- Marion County
- Morrow County
- Multnomah County
- Polk County
- Sherman County
- Tillamook County
- Umatilla County
- Union County
- Wallowa County
- Wasco County
- Washington County

- Wheeler County
- Yamhill County

4. Select all populations you served through your funded activities in this reporting period from July 1, 2023, through March 31, 2024.

- American Indian/Alaskan native/indigenous communities
- Asian communities
- Black/African American/African communities
- Latino/a/x communities
- Pacific islander communities
- Slavic/Eastern European communities
- People with disabilities
- LGBTQIA2S+ communities
- Immigrant and refugee communities
- Rural communities
- Faith communities
- Houseless communities
- People with behavioral health conditions
- Other: _____

5. Did you perform your funded work in a language other than English?

- Yes
- No

6. Which language(s) did you use to perform your funded work?

- Arabic
- Chinese - Mandarin
- Chinese - Yue (including Cantonese)
- French

- German
- Hindi
- Japanese
- Korean
- Romanian
- Russian
- Somali
- Spanish
- Tagalog
- Ukrainian
- Vietnamese
- Other: _____

7. Please describe your progress on workplan activities in this reporting period from July 1, 2023, through March 31, 2024.

8. Please describe any challenges related to your workplan activities, and indicate what resources or supports OHA could provide to your organization to overcome these challenges.

9. Did you lead or participate in any community events/programs during this reporting period from July 1, 2023 through March 31, 2024?

If yes, you will be asked to provide a few details about the event(s). Your responses will be combined with all other responses. This information helps OHA to report on how many people were reached by funded activities.

- Yes
- No

10. Title of the event (e.g., North County Community Fair, Adult Recovery Meeting, Quarterly Commercial Tobacco Prevention Coalition Meeting).

11. List the number of people that your organization reached at the event. Your best guess is fine if you did not track attendance at the event.

12. Select the item below that best describes the primary purpose or outcome of the event.

- Identify and assess community priorities
- Provide culturally-specific and community-specific health education and communication
- Provide culturally-specific and community-specific public health programs, services, resources, and supports
- Mobilize communities to participate in and inform health policy priorities
- Other: _____

13. Which of your funded program areas was the community outreach event related to? (Select all that apply)

- Adolescent and School Health
- Commercial Tobacco Prevention
- Overdose Prevention
- Public Health Modernization - Communicable Disease Prevention
- Public Health Modernization - Emergency Preparedness
- Public Health Modernization - Environmental Health and Climate Health

14. Please describe anything else that you would like us to know about the event.

15. Materials Upload: Please use the File Upload feature below to upload materials from the event. Examples include videos, photos, brochures, etc.

* Click here to report on another community event that you led or participated in during this reporting period from July 1, 2023, through March 31, 2024.

16. Did you work with any partner organizations on your funded activities in this reporting period from July 1, 2023 through March 31, 2024?

If yes, you will be asked to provide a few details about the partnership(s). One goal of the Public Health Equity funding is to support collaboration between community partners. This information helps OHA report on the local partnerships supported by the funding.

- Yes
- No

17. Name of partner organization: _____

18. Which type of organization is this partner?

- Community- based organizations
- Local public health departments
- Other local/state government agency
- Tribal health departments
- Schools or school districts
- School-based health centers
- Universities or other academic organizations
- Health care systems, including clinics, federally qualified health centers, and medical provider offices,
- Other: _____

19. Please indicate whether this partnership is new in this reporting period or was an existing partner.

- New partnership
- Existing partnership

* Click here to report on another partner organization that you worked with during this reporting period from July 1, 2023, through March 31, 2024.

20. Please describe anything else you would like us to know about your work in this reporting period from July 1, 2023 through March 31, 2024:

21. Do you have any work examples (e.g., videos, reports, brochures) to share with OHA? If so, please upload them here.

Please note that this is optional. OHA is interested in your work examples so we can better understand and communicate about your important local work.

Click the "Browse" button below and select the file you would like to upload.

Expanded Questions (only asked for June 2025 activity reporting)

All Grantees

1. How many new staff were funded with your public health equity grant (either partially or in full) in the time period from July 1, 2023, through May 31, 2025?

2. How many existing staff were funded with your public health equity grant (either partially or in full) in the time period from July 1, 2023, through May 31, 2025?

3. Did having funding from the Public Health Equity grant provide your organization with the additional capacity to access funding from other sources during the funding period from July 1, 2023, through May 31, 2025?

One goal of the Public Health Equity funding is that it builds the capacity of organizations to access other funding and resources, which contributes to the sustainability of CBOs working on public health priorities.

- Yes
- No
- Not sure

Adolescent & School Health Grantees

4. Input the number of students for whom you provided stipends in the time period from July 1, 2023, through May 31, 2025.

5. Input the number of staff that were hired in schools from July 1, 2023, through May 31, 2025, as a result of this program.
