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April 3, 1995

MEMORANDUM FOR STEVE NEUWIRTH

FROM: Patsy Fleming

SUBJECT: Internships with the Office of National AIDS Policy

The National AIDS Fund, a 501(c)(3) organization based in Washington that works to promote public-private sector partnerships on AIDS, has approached this Office about the possibility of funding interns to work with us this summer.

The National AIDS Fund has played a particularly important role, in partnership with the Centers for Disease Control, in developing the Prevention Marketing Initiative on HIV/AIDS targeting young people with HIV prevention messages. The Fund has proposed supporting several young people to work with ONAP staff in the preparation of our report on the state of the epidemic among adolescents.

The National AIDS Fund would raise the funds to support these interns; they would also select the most eligible candidates. We would have the option to accept or reject candidates the Fund has selected. The interns would work during the summer months of 1995. They would work under the supervision of ONAP staff, though there would be activities sponsored by the National AIDS Fund that would supplement their experience at our office.

I am writing to inquire as to whether this arrangement would be appropriate and under what conditions we might accept these interns.

DRAFT**NATIONAL AIDS FUND****YOUTH AND HIV/AIDS: THE AMERICAN AGENDA****A SUMMER STUDENT FELLOWS PROJECT
FOR YOUNG PEOPLE TO PRODUCE AND DISSEMINATE
A NATIONAL STRATEGY DOCUMENT AND REPORT
ON YOUTH HIV/AIDS ACTION
FOR THE WHITE HOUSE OFFICE OF NATIONAL AIDS POLICY****APRIL 24, 1995****INTRODUCTION**

When appointing Patsy Fleming as Director of National AIDS Policy in November 1994, President Bill Clinton requested that the White House Office of National AIDS Policy prepare a report to him regarding the impact of the HIV/AIDS epidemic among young people and what the federal response ought to be. Since that time the Office of National AIDS Policy has conducted an ambitious review of federal programs and survey of existing literature on AIDS and adolescents, including significant outreach to the affected communities, with the goal of producing a national agenda for addressing this crucial issue.

Over the last two years, the Washington, DC-based National AIDS Fund has also been aggressively responding to the special need to focus our nation's HIV/AIDS education, prevention, and treatment efforts on youth. The late Dr. David Rogers, former Co-Chair of the National AIDS Commission, also served as Chair of the National AIDS Fund Board of Trustees, and consistently advocated for the need to focus HIV prevention and service efforts on young people. At his insistence, the Fund's Board of Trustees approved the implementation of a National Youth Initiative two years ago, and the Fund has maintained a full-time staff member focused on youth issues since that time. The Fund believes that a focus on youth and HIV/AIDS is essential to this nation, not only in order to prevent future AIDS cases and to care for those young people already infected with HIV, but because young people have the potential to become the key source of national leadership in helping to awaken public consciousness and initiative in relation to this health crisis.

As the time has neared for preparation of the report to the President on national youth HIV/AIDS issues, the Office of National AIDS Policy has recently approached the National AIDS Fund to determine its interest in co-sponsoring several aspects of the preparation and dissemination of this report by the fall of 1995. The Fund's participation has been solicited because the Fund and the White House have worked together on successful collaborative efforts in the past, because the Fund has special expertise in this area, and

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because the Office of National AIDS Policy does not have sufficient budget to undertake several critical aspects of the report's development. When the Fund suggested that they could facilitate the writing of the report through the direct involvement of young people, the White House became even more enthusiastic about the partnership.

As a result of this enthusiasm, the National AIDS Fund has made the decision to embark on an ambitious new collaborative effort to compile and summarize the National AIDS Policy Office's findings on youth and HIV/AIDS into a draft national report that utilizes the input of those individuals most appropriate to accomplish this task effectively: young people themselves. Through this partnership process, young people will be given significant input into the production of a national youth and HIV/AIDS policy document - to be revised and submitted to the President by the Office of National AIDS Policy - which will then be printed and disseminated by the National AIDS Fund to policymakers, planners, youth, and youth serving agencies throughout the United States. The national document these young people produce, as well as our proposed fellowship project for the summer of 1995, have tentatively been titled **Youth and HIV/AIDS: The American Agenda.**

PROJECT DESCRIPTION

The proposed project will take place over a six-month period, beginning April 15, 1995 and concluding on October 15, 1995. During that time, the National AIDS Fund will assist the Office of National AIDS Policy in developing and disseminating a **national youth policy and strategy-setting document** which summarizes the extensive research that has been conducted by the White House, while incorporating the perspectives and enthusiasm of young people from across the country. The core of the project will be the recruitment of **three student fellows**, two of whom are attending undergraduate or graduate schools of journalism, and another who is a graduate student in public health. The fellows will be White House interns working for the Office of National AIDS Policy as well as the National AIDS Fund. The fellows will assist the project on a full-time basis between June 1 and August 30, 1995, forming a team whose responsibility will be to summarize White House research, conduct their own fact-finding activities, and write and prepare a draft national policy document by the conclusion of the summer fellowship period. The draft will be used to prepare a final Report to the President by the Office of National AIDS Policy. It will be released at a national press conference with a target date of September 1993. The press conference will include the youth fellows team. The report will in turn be printed and disseminated throughout the country by the National AIDS Fund under the Freedom of Information Act.

The proposed project will be overseen and directed by a half-time **Project Coordinator** employed by the National AIDS Fund. Beginning on April 15, the Coordinator will begin conducting a recruitment campaign to invite applications for the

fellowship positions from select schools of journalism and public health throughout the U.S. Participating fellows will be selected by the National AIDS Fund, the Office of National AIDS Policy, and a team of youth interviewers identified by the Fund's Youth Program Coordinator. **To the extent possible, the fellows will embody the diversity of youth across the nation.**

Apart from meeting with White House staff members extensively following their appointment on June 1, the fellows will immediately begin to plan and coordinate a four-day **National Youth Strategy-Setting Conference**, to be co-sponsored by the White House Office of National AIDS Policy and the National AIDS Fund, to take place by the end of June or the beginning of July at a location to be determined. This Conference will bring together approximately 15 local and national youth HIV/AIDS leaders - many of them young people living with HIV - who have been identified through the Fund's extensive work with young people and with youth-serving and HIV/AIDS organizations throughout the United States. The Conference will also include a one and a half day **national focus group** at the beginning of the conference, which brings together the 15 youth leaders and approximately 12 additional adult researchers, planners, and youth program specialists from throughout the nation to share findings and to assure that youth leaders attending the conference share an understanding of the most pertinent knowledge available concerning youth HIV prevention and services. The Conference will also be attended by the three project fellows; by the Project Coordinator and by the National AIDS Fund's Youth Program Coordinator, Gretchen Wooden; and relevant White House staff. A professional Conference Facilitator and a Youth Co-Facilitator will also attend and help direct the conference's plenary sessions. Results of the four-day Conference will be summarized and disseminated to participants by the fellows and included as part of the final policy document.

The three summer youth fellows will be based in Washington, DC, jointly at the office of the National AIDS Fund and the White House Office of National AIDS Policy, contributing as their time and interest warrants to both this project and other national youth-related planning and program efforts. One of the most important Fund projects with which the fellows will interact is the ongoing coordination of the U.S. Centers For Disease Control's **Prevention Marketing Initiative (PMI)**, an ambitious multi-city research venture designed to test new social marketing approaches to encouraging safer HIV risk-prevention behaviors. Because of the **youth focus** of each of the five PI sites, at least one fellow will visit each of these sites during the course of the summer fellowship period, accompanied by the National AIDS Fund's PI Coordinator, Dennis Stover. Interviews with both adults and young people involved in operating the regional PI projects are expected to yield significant insights into the most up-to-date knowledge and information regarding what is needed to help instill self-protective behaviors and communitywide HIV/AIDS awareness among young people.

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Additional assistance to the fellows during the report writing and preparation period will be provided by a **Program Development Consultant** - who will help to structure the report and provide some writing and editing assistance - and by a **Graphic Design and Layout Consultant**, who will provide an overall look and format for the document. The proposed **Project Administrator**, Gretchen Wooden - currently the Fund's Youth Program Coordinator - will also contribute approximately 10% time to the project in a planning, supervisory, and White House liaison role. The project will also be served by Dennis Stover as **PMI Project Coordinator**, and by a **Research Assistant** who will help conduct fact-finding activities as needed by the student fellows. The fellows themselves will have full access to on-line and Internet resources as needed to help them conduct networking and fact-finding activities during the project period.

The **national press conference** announcing the submission of the final Report to the President will be a major event, in which an important national document that has been developed in large part **by and for young people** is released with the students who helped produce it participating in the conference. The involvement of the National AIDS Fund and of the philanthropic supporters who made the report possible will also be acknowledged at this conference. The contribution of the fellowship program participants will be further acknowledged through the printing of their names as primary contributors to the report, and through their ongoing participation following the project period in the youth program planning and coordination efforts of the National AIDS Fund.

Because time is of the essence in making this project a reality, and because of the project's crucial importance in helping to shape a national youth HIV/AIDS action plan, the National AIDS Fund is actively seeking immediate project contributions from concerned national funders who support our youth-centered HIV/AIDS planning concept. Both the White House and the National AIDS Fund are confident that through our collaborative partnership with youth, we can help develop a product that gives young people the opportunity to make a major contribution to the national youth and HIV/AIDS agenda. We must continue to assure that the development of our national response to youth and HIV/AIDS is truly reflective of the diverse youth populations and needs upon which our nation must place an immediate and primary focus. Thank you for your interest in **Youth and HIV/AIDS: The American Agenda**.

THE WHITE HOUSE
WASHINGTON

May 2, 1995

Paula Van Ness
President
National AIDS Fund
1400 Eye Street, N.W.
Washington, DC 20005-2208

Dear Paula:

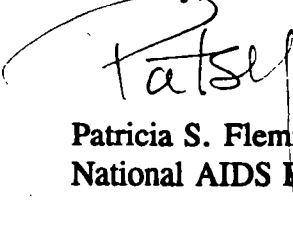
I want to express to you my pleasure at the partnership between the National AIDS Fund and the Office of National AIDS Policy in developing recommendations for addressing the HIV epidemic as it affects adolescents.

I think we have an exciting summer ahead as the Fund helps bring interns to Washington to work with ONAP staff on the report to the President on adolescents and HIV/AIDS. Our co-sponsored meeting later in the summer should bring the focus and clarity we need on these issues as both this office and the Fund learn from the nation's experts on these issues.

I believe this collaboration will result in a better report for the President. It will also be an important model for public sector cooperation with private philanthropy in working to address issues of national concern.

Thanks again for your leadership in bringing this to pass.

Sincerely,

A handwritten signature in dark ink, appearing to read "Patse", with a long vertical line extending downwards from the end of the signature.

Patricia S. Fleming
National AIDS Policy Director