



## **CAHR 2011 Work Plan**

### **Planning and Oversight**

1. Implement CAHR's new 5-year Plan
2. Conduct an annual review of the 5-year Plan
3. Conduct a successful AGM, including a successful process of nominating and electing new members to Council
4. Conduct a search and recruit a new Executive Director, to begin in the fall of 2011

### **Organization & Management**

5. Organize and maintain an up-to-date database of CAHR's members and contacts
6. Transfer the ongoing management of CAHR's finances to the National Office
7. Regularly assess CAHR's workload & staffing requirements and its finances
8. Increase the level of administrative support at the National Office
9. Explore the possibility of obtaining Directors' liability insurance for the CAHR Council

### **Annual Conference**

10. Conduct a successful 2011 CAHR Conference
11. Offer a special scholarship at the 2011 Conference for abstracts dealing with vulnerable populations
12. Explore long-term corporate sponsorship for the Conference (e.g. 5 years) [possibly tied to specific Conference events]
13. Adopt the new "Guidelines for Sponsored Symposia" to ensure that the symposia are up to CME standards
14. Update the Conference Planning Guide, with input from the CAHR Council as needed (e.g. identify procedures for approaching the Conference's main sustaining sponsors each year)

15. Investigate the possibility of making CAHR a CME accrediting body
16. Invite Stephen Moses to present the CAHR Plenary Session at the 2011 Conference

## **Training**

17. Seek stable funding from CIHR for the New Researcher Workshop (from CIHR and Merck)
18. Provide support for existing studentship recipients through 2011 or until they receive other scholarships
19. Implement the partnership with CIHR for four doctoral scholarships
20. Implement CAHR's new Master's level scholarship program and approach CIHR about the possibility of co-sponsoring that program
21. Discuss with CIHR the possibility of jointly sponsoring an endowed chair in HIV and co-morbidities
22. Discuss what CAHR's involvement should be in the call for the creation of a CHVI Alliance Coordinating Office

## **Research Inventory**

23. Develop a business plan for the online inventory of HIV research
24. Work with CIHR and PHAC to move forward with the business plan

## **Communications (incl. website)**

25. Design, produce and distribute a quarterly e-bulletin to the CAHR mailing list
26. Enhance the CAHR website and web content in order to increase the number of people using the site.

## **Collaboration & Advocacy**

27. Convene a meeting with non-industry partners to explore opportunities for collaboration
28. Seek memoranda of understanding with kindred organizations in order to facilitate future collaboration
29. Develop position papers on emerging issues, policies and initiatives to facilitate informed discussion by CAHR Council members
30. Participate in consultations and meetings with funding agencies and other NGO's aimed at developing and informing policy decisions.