



Request for Proposal
Subject Matter Experts Consultants - Center for Innovation and Engagement

Candidates should send application materials and any questions by e-mail only to Milanes Morejon (mmorejon@NASTAD.org). No unsolicited phone calls will be accepted in reference to this opportunity. **Submissions are due by 11:59 ET on January 29, 2021.**

NASTAD will invite a small number of applicants to participate in brief interviews to clarify expectations and to further discuss materials submitted in the application packet.

Background

NASTAD is a leading non-partisan non-profit association that represents public health officials who administer HIV and hepatitis programs in the U.S.

Our singular mission is to end the intersecting epidemics of HIV, viral hepatitis, and related conditions. We do this work by strengthening governmental public health through advocacy, capacity building, and social justice. Each of NASTAD's six programmatic teams—[Health Care Access](#), [Health Systems Integration](#), [Drug User Health](#), [Hepatitis](#), [Health Equity](#), and [Prevention](#)—interpret and influence policies, conduct trainings, offer technical assistance, and provide advocacy mobilization for U.S. health departments to improve health outcomes for people living with HIV and viral hepatitis.

Scope of Work Summary

NASTAD's Center for Innovation and Engagement is leading a collaborative partnership with Northwestern University's Center for Prevention Implementation Methodology and Howard Brown Health to identify, catalog, disseminate, and support the replication of evidence-informed approaches and interventions to engage people living with HIV (PLWH) who are not receiving HIV care or who are at risk of not continuing to receive HIV care. The project will determine intervention effectiveness and support translation of interventions into real world settings by Ryan White HIV/AIDS Program (RWHAP) and HIV care providers. The initiative is funded through HRSA's Special Project of National Significance (SPNS).

The resources and training materials originating from the SPNS initiative will be housed under the Center for Innovation and Engagement and TargetHIV.org websites. This

platform will allow replicators (e.g., clinicians, administrators, case managers) to learn about evidence-based approaches and interventions that have effectively improved health outcomes for PLWH. The websites will include resources, templates and videos to support replication such as intervention how-to-guides, cost analysis tools, lessons learned on replication and adaptation.

The consultants will work collaboratively with NASTAD's Health Equity team and its partners to develop supplementary tools and resources (e.g., tip sheets, guidance documents on affirming language, webinars) that will enhance the materials on the CIE website and increase the RWHAP community's knowledge about certain subject areas. The consultant(s) will develop content on one or more of the Areas of Expertise (Appendix 1) during the remainder of the initiative (January 2021 – August 2022).

Activities

Selected consultants will work with NASTAD's Health Equity team on the following activities:

- Develop supplementary resources (e.g., tip sheets, guidance documents on affirming language, webinars) that highlight efficacious strategies and approaches to engage and retain people with HIV in care.
- Review materials developed to-date to determine knowledge gaps and to produce resources about a particular subject area.
- Support technical assistance opportunities by providing guidance to replicators and NASTAD staff related to the areas of expertise outlined in Appendix 1.

Additionally, selected consultants will participate in regular meetings with NASTAD during the contractual period.

Project Timeline

January 2021 – August 2022

January 13 – Release of consultant RFP

January 29 – Proposals due

February 8 – 12 – Calls with selected candidates

February 15 – Notifications

February 2021 – August 2021 – Project implementation

Selection Criteria

To be considered for this opportunity, applicants should also have strong and proven skills and experience in these areas:

- Experience working with non-profit organizations and/or health departments and alignment with NASTAD’s mission, vision, and values, including our commitment to address systemic racism.
- Demonstrated experience working in up to three of the subject matter areas from the list in Appendix 1
- Experience developing and delivering trainings on public health topics such as the intersection of HIV and key populations (e.g., gay and bisexual men and Black communities).
- Familiarity with Ryan White HIV/AIDS Program, and the role of CBOs, community health centers and health departments in HIV care service delivery.
- Demonstrated technical expertise in HIV care programming, and familiarity with HIV linkage, reengagement, and retention in care.
- Demonstrated investment in racial justice and health equity as a guiding principle of your work is required.
- Strong organizational, written, verbal, presentation, and communications skills.
- Ability to multitask and prioritize work and interact with project team members.

We consider inclusion and equity to be a top priority for the program, as well as centering those with lived experience(s). We recognize that to accelerate the end of the HIV and viral hepatitis epidemics, our partners must be representative of groups that have been disproportionately impacted. We encourage individuals living with or affected by HIV, people of diverse ages, sexual orientations, gender identities and expressions, disabilities, religions, races, ethnicities, socioeconomic statuses, work, and life experiences to apply.

Application and Submission

This is a contractual position to be used on an as needed basis to complete contract deliverables. This position is not a full-time position. Interested persons should apply by submitting the following:

- Cover Letter that includes:
 - Expression of interest
 - Description of your availability to assist with the project (e.g., available days and times)
 - Hourly compensation requirement
 - Indication of **up to three areas of expertise** you would prefer to work in from the Appendix below (if no preference, please note that)
- CV/Resume – Documenting relevant work history and related experience
- Work Sample – A sample of your work (i.e., website, blog, evaluation report, training slides, writing sample, product, etc.)

- Contact information of two professional references – Include relationship, email, and phone number.

Appendix 1: Areas of Expertise

<p>1- Transgender, Gender Non-Conforming and Non-Binary (TGNCNB+) People</p> <p>This consultant develops resources and delivers technical assistance on people living with HIV who are TGNCNB+ . Expertise must include demonstrated understanding of health care access for people who are TGNCNB+ and living with by HIV, and knowledge of how healthcare systems can effectively link, reengage, and retain them in care. .</p>
<p>2- Youth and Adolescents</p> <p>This consultant develops resources and delivers technical assistance focused on young people ages 15-24 who are living with HIV. Expertise must include tailored sexual health education, stigma reduction, addressing ageism in healthcare, and linkage, reengagement, and retention strategies for young people with HIV.</p>
<p>3- Drug User Health</p> <p>This consultant develops resources and delivers technical assistance focused on people living with HIV who use drugs. . Expertise must include experience and knowledge of the intersections between HIV care and harm reduction and drug user health programs such as syringe service programs.</p>
<p>4- People Who Have Been Incarcerated</p> <p>This consultant develops resources and delivers technical assistance focused on people living with HIV (PLWH) who have been incarcerated. Expertise must include knowledge of the criminal legal system and tailored social and medical services for PLWH who have recently been released from jails and prisons.</p>
<p>5- Rural Communities</p> <p>This consultant develops resources and delivers technical assistance focused people living with HIV in rural communities. Expertise must include knowledge about how to address structural barriers to HIV care (e.g., transportation, healthcare access, and stigma).</p>
<p>6- Housing</p> <p>This consultant develops resources and delivers technical assistance focused on housing for people living with HIV. Expertise must include familiarity with Housing Opportunities for Persons With AIDS (HOPWA) and other housing assistance programs for different jurisdictions.</p>
<p>7- Telehealth</p> <p>This consultant develops resources and delivers technical assistance on implementing and/or expanding telehealth services focused on people living with HIV. Expertise must include telehealth delivery models, support services, education and promotion, and policy regulations.</p>
<p>8- Data to Care</p> <p>This consultant develops resources and delivers technical assistance on implementing data to care programs. Expertise must include knowledge of HIV surveillance, health department and provider data sharing approaches and inclusive data collection techniques.</p>