

Tarrant County HIV Public Health
Ending the HIV Epidemic
Request for Proposal FY 2021 – 2022

APPLICATION COVER

Applicant Agency Name

Mailing Address (City, State, Zip)	Physical Address (only if different from Mailing Address)
Telephone Number (including area code)	Email Address
Tax ID Number	DUNS Number

Applicant's Executive Director	Board of Directors Chair
Full Name Title Email Address Phone Number	Full Name Title Email Address Phone Number
Authorized Signatory	Authorized Representative
Full Name Title Email Address Phone Number	Full Name Title Email Address Phone Number <i>Person in Applicant's organization authorized to make binding programmatic decisions on contract matters.</i>

AUTHORIZED SIGNATURE

DATE

Sign and date using digital signature and/or print form, sign (blue ink) and date. Include as page 1 of Application.

1) Applicant Experience – Respond to all items in this section.

- a) Describe overall information about the Applicant including brief history, strategic plans for growth and sustainability, mission/vision statement, and how providing HIV prevention services relates to the mission of the organization.
- b) Discuss organizational structure including key staff positions and/or officers and their experience serving at-risk individuals.
- c) All Applicants should summarize the proposed scope of work for the application, to include project goals, objectives, activities and challenges, and priority population(s).
- d) Applicant should discuss ability to financially manage the proposed scope of services.

2) Statement of Impact – Respond to all items in this section.

- a) Ending the HIV Epidemic (EHE): A Plan for America- The purpose of this program is to use science-based strategies that can end the HIV epidemic: Diagnose, Treat, Prevent, and Respond. The Center for Disease Control (CDC) has continued to invest in communities most affected by HIV to help local community health departments reach people at risk for HIV who may not otherwise have access to healthcare and support services. This investment is a part of an ambitious goal of reaching a reduction of new HIV infections by 75% in five years and 90% in ten years. For more information: <https://www.cdc.gov/endhiv/index.html>

Describe the Applicants priority populations and activities for each prioritized population. Include a description of how the proposed activities will address the goal of the initiative by significantly reducing new HIV infections in Tarrant County.

3) Narrative

Universal Questions for All Applicants - Respond to all items under this section.

a) Population(s) Served

Briefly provide a description of at-risk clients served. If specialized services are targeted to specific populations, please describe. This could include information on gender, age, race, ethnicity, and co-morbidities.

b) Client Eligibility

Describe Applicant eligibility criteria.

c) Client input and involvement

Describe how often client input is collected by the Applicant and how results are reviewed and implemented in service improvement.

d) Client Access

Describe the ways in which the Applicant does or will publicize its program(s) to at-risk individuals, (i.e. social media, newsletters, radio, television or primarily word of mouth), and the availability of its programs and services to target population(s) and other service providers.

e) Community Needs

Describe how Applicant will be responsive to the needs of the community by offering flexible hours of operation for client care including: services for monolingual clients, services tailored to the needs of LGBTQ community, services for youth, and services to clients with low literacy. Include hours of operation and the specific activities that accommodate client needs.

f) Linkages, Collaboration, and Referral

Describe linkages to other health and human services providers and how clients will be referred to other agencies for needed services including medical care, Pre-exposure Prophylaxis (PrEP), mental health services and/or substance misuse treatment.

g) Confidentiality/Protected Health Information

Describe Applicant's experience in maintaining and processes for handling confidential protected health information (PHI). Describe compliance practices with applicable requirements mandated under the Health Insurance Portability and Accountability Act of 1996 (HIPAA). If applicable, explain any findings or citations regarding PHI.

h) Cultural Humility

Describe how Applicant ensures staff and services are culturally and linguistically reflective of the population served. Explain how Applicant will ensure compliance with CLAS Standards (4-7). Include training requirements (if applicable) related to cultural humility and structural racism.

i) Staffing

Provide current organizational chart, highlighting job descriptions of key staff.

4) At-Risk Service Questions

At-Risk Service questions are to be answered in addition to the universal questions. Applicant will only answer questions specific to a service category if requesting funds in that service category. All responses are based on services delivered in Tarrant County.

a) Intimate Partner Violence/Sexual Health Intervention Service

Service Definition: This service will provide community events, presentations, educational classes, and linkage/referral services for individuals experiencing intimate partner violence (IPV). Activities should include:

- Targeted HIV and/or sexual health testing to help the unaware learn of their HIV status and receive referral to medical care and treatment services.
 - Referral services to improve linkage services at key points of entry.
 - Positively impact multiple EHE pillars and address stigma associated with both IPV and HIV
- i. Describe Applicant’s plan to address priority populations.
 - ii. Describe Applicant’s plan to implement program(s) linking the intersections of HIV prevention and/or care and IPV.
 - iii. Describe Applicant’s plan to identify clients.
 - iv. Describe Applicant’s plan to refer and re-engage clients in need of medical and support services.

b) Youth-Based Health Intervention Services

Service Definition: Provide youth-oriented community events, presentations, HIV/and or sexual health related educational classes, and targeted screening events throughout Tarrant County

- i. Explain how Applicant will market program to youth.
- ii. Describe targeted testing activities that tailored to youth.
- iii. How will Applicant engage youth in service delivery?
- iv. Describe how clients are educated on health insurance literacy, sexual health, and prevention measures.

c) Harm-Reduction Services

Service Definition: Provide evidence-based harm reduction practices and services, along with educational courses and screening services

- i. Describe what harm reduction interventions the Applicant will use to provide services to the priority population.
- ii. Describe the environment in which at-risk clients will receive

- harm reduction services.
- iii. List harm reduction services Applicant will provide.

d) Community-Based Services

Service Definition: Provide services focused on communities of color that are heavily impacted by HIV.

- i. Describe how clients and special populations are served including determining acuity, intakes, screening for third-party payers, assessments, referrals. Describe how clients have input in their service delivery.

5) Performance

For each service that funding will be requested, describe evaluation plan(s) and performance measures.

a) Intimate Partner Violence/Sexual Health Intervention Services

b) Youth-Based Health Intervention Services

c) Harm Reduction Services

d) Community-Based Services

6) Budget

Please submit sample budget on how you plan to spend the award.