



## Request for Application

Brothers And Sisters United Against HIV/AIDS  
(BASUAH)  
Communities of Color Initiative  
Fiscal Year 2014

Illinois Department of Public Health  
Center for Minority Health Services  
535 West Jefferson, 5<sup>th</sup> Floor  
Springfield, Illinois 62761  
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**Application due date is Monday, June 24, 2013**

A technical assistance conference call will be held on **Wednesday, June 12, 2013, at 10:00 a.m.** for interested parties. To access the call, dial 1-888-494-4032; access code 4652155156. Your participation is not required to be eligible for funding.

## Executive Summary:

The Illinois Department of Public Health Center for Minority Health Services is accepting applications for programs that are interested in participating in the Brothers and Sisters United Against HIV/AIDS (BASUAH) Communities of Color Initiative. The Initiative is funded through Federal Tobacco Settlement Funds. The focus of the fiscal year 2014 campaign will be HIV prevention, education, testing, and care programs targeting communities of color. Additional consideration will be given to programs that provide education and testing programs for other co-infections such as Gonorrhea, Chlamydia, Hepatitis C and Syphilis, and use of text messaging to improve client/patient experience for better health outcomes. Programs should be unique and culturally innovative, sustainable, and increase the Center for Minority Health Services' ability to address the complexities that make these populations more vulnerable.

Funding Opportunity Title: Brothers And Sisters United Against HIV/AIDS Communities of Color Initiative

Due Date for Applications: **Monday, June 24, 2013**

Application Processing: One signed original and one photocopy of application to include budget forms and a signed W-9 must be mailed or hand delivered to the following address no later than **Monday, June 24, 2013, at 4:00 p.m.** Faxed or electronic copies will not be accepted. Any applications received after this date, or not including the required number of copies, completed budget, and signed W-9 will not be reviewed. It shall not be sufficient to show that the application was mailed or hand-delivery was commenced before the scheduled closing time for receipt of applications.

Illinois Department of Public Health  
Center for Minority Health Services  
535 W. Jefferson, 5<sup>th</sup> Floor  
Springfield, Illinois 62761  
Attention: Veronica Halloway

Eligible Applicants: Eligible applicants include, but are not limited to, community-based organizations, non-profits, private associations, faith-based organizations, voluntary organizations, organizations serving youth, organizations serving ethnic populations, schools/school districts, local health departments, and collaboratives of government and community-based organizations. **Only organizations based in Illinois are eligible for funding.**

**All applicants must inform their regional HIV prevention lead agency of their interest in participating in the Initiative and must provide documentation of notification with their application. Confirmation of the award and award amount**

**must be provided to the lead agency upon selection with documentation of that notification provided to the Center for Minority Health Services.**

Funding Amount: Grant Awards To Be Determined

Funding Period: August 1, 2013 through June 30, 2014

### **Background**

Brothers and Sisters United Against HIV/AIDS (BASUAH) is an awareness campaign targeting communities of color to address the disparity this population experiences with regard to HIV and AIDS. Illinois currently ranks seventh for the number of cumulative AIDS cases. Since the beginning of the epidemic, over 34,000 individuals have reported an AIDS diagnosis in Illinois with an estimated 7,300 people going undiagnosed. HIV/AIDS cases among African Americans are the highest among all racial and ethnic groups – representing more than half of the total reported cases even though they make up only 14 percent of the population. The rate of new AIDS diagnoses among Hispanic/Latino men is three times that of white men, and the rate among Hispanic/Latina women is five times that of white women. Women and girls of color, especially African-Americans have a disproportionately high rate of HIV infection among females. Additionally HIV infection in youth and seniors is on the rise.

Seventy-five percent of all Illinois' African Americans reside in Cook County as are most of the HIV/AIDS cases. Latinos have demonstrated health disparities related to HIV in Kane and Will counties. Other areas of the state where there are racial disparities related to the HIV/AIDS epidemic include Lake and St. Clair counties. The Illinois Department of Public Health Center for Minority Health Services partners with community, faith-based and educational organizations to provide HIV/AIDS educational opportunities, and screening and referral services that address this increasing incidence of HIV throughout communities of color.

### **Funding Opportunity Description**

The Illinois Department of Public Health Center for Minority Health Services is requesting proposals for HIV prevention, education, testing, and care programs targeting communities of color. The Center for Minority Health Services is specifically looking for community based and faith based organizations with the capacity to reach African Americans and Hispanics/Latinos by developing and implementing programs that are science-based yet culturally unique, and use innovative approaches including technology and social media to promote risk-reduction, address stigma, and offer healthy alternative options for its target population. For this grant cycle, special consideration will be given to organizations that demonstrate a willingness to incorporate and promote text messaging within their programs to improve client/patient experience as it relates to health outcomes. Studies have shown that mobile technology provides outreach and access to people irrespective of their socioeconomic status, race, ethnicity or geographic location, and that ethnic minority groups are more likely to own a mobile phone and use mobile phones to access

health information. Organizations applying for this grant should also prioritize youth and seniors within all risk groups, focus on improving retention in care and treatment, provide partner safety services, and provide skill building topics such as disclosure, coping skills to individuals that test positive for HIV, and condom negotiation for all risk groups. Successful applicants will have demonstrated their capacity in working with the target population through these methods.

Applicants who propose to target specific risk groups that have shown recent increases in local HIV incidence data will be noted as demonstrated responsiveness based on the epidemiology of their proposed target area. Successful applicants should incorporate strategies that will increase the number of high risk individuals from the target population who test for HIV and return for their HIV test results, and that increase the number of HIV positive individuals from the target population who are linked into HIV/AIDS care and treatment services within forty-eight hours of their HIV diagnosis.

### **Program Expectations**

The overarching goals of the BASUAH Communities of Color Initiative are to:

- Increase targeted HIV counseling and testing efforts and Hepatitis C testing within identified Illinois minority risk populations and address societal issues and co-factors that increase the risk for HIV infection by implementing interventions that are scalable, cost-effective and have demonstrated potential to reduce new infections in populations targeted, to yield a major impact on the HIV epidemic. Agencies are required to utilize the Centers for Disease Control and Prevention's approved high impact prevention strategies, BASUAH's educational, outreach, or interactive social media, mobile messaging and technology tools.
- Increase HIV outreach and education efforts within identified Illinois minority risk populations by utilizing the Centers for Disease Control and Prevention's approved high impact prevention strategies in collaboration with one or more of BASUAH's educational, outreach, mobile messaging, or interactive social media and technology tools.
- Decrease HIV risk behaviors within identified Illinois minority risk populations through the utilization of one or more of the Centers for Disease Control and Prevention's approved high impact prevention strategies, in collaboration with one or more of BASUAH's educational, outreach, mobile messaging, or interactive social media and technology tools.
- Reduce stigma and promote risk reduction alternatives through peer-education, by utilizing/participating the Illinois Department of Public Health, Center for Minority Health Services mobile messaging program *Text2Survive*, the BASUAH online training, and/or other applicable social media, mobile messaging, and technology tools.

### **Successful Applicants Will**

1. Develop and implement culturally and linguistically competent and innovative strategies by utilizing unique ways of contacting and exposing individuals from the target population to CDC/IDPH approved high impact interventions in both group and individual settings.
2. Utilize high impact prevention strategies that are specifically designed for the proposed target population(s) as defined by race, risk and geographic location.
3. Utilize BASUAH social media and mobile technology tools that are designed to inform, engage, and educate the target population for better patient experience and health outcome.
4. Collaborate with the Center for Minority Health Services Evaluation Team to document data for formative, process and outcome evaluations for the HIV prevention programs developed by the grantee.
5. Submit a monthly narrative, activity, and expenditure report in a timely manner by the 15<sup>th</sup> of each month and a detailed final report no later than July 31, 2014.
6. Attend all mandatory grantee meetings and Minority Health Conference in March, 2014.

### **Application Requirement**

1. Key staff members must have a minimum of two years experience conducting HIV interventions with stated target population.
2. Key staff members must demonstrate the capacity to successfully provide services to members of the stated target population.
3. Grantee must have documented proof of appropriate linkage agreements, and an explanation as to how these collaborators will contribute to the overall accomplishment of project objectives.
4. Key staff members must demonstrate some knowledge/participation in one or more of BASUAH's social media, online, and other technology tools such as, but not limited to, the Text2Survive mobile program, BASUAH online training modules as a means of engaging and educating the target populations.
5. Key staff members must provide documentation of successful completion of training in any identified CDC approved high impact prevention strategy to be utilized.
6. Grantee organization and key staff members must provide documentation of ability to provide HIV counseling and testing services if those services are a component of the application. Documentation should include proof of the completion of a Department of Public Health HIV/AIDS Section approved HIV course, or the completion of a Chicago Department of Public Health HIV/AIDS approved HIV course.

### **Scopes of Service**

*(SMART objectives are Specific, Measurable, Attainable/Achievable, Relevant, and Time bound)*

1. Develop and implement SMART objectives related to HIV prevention, education, and outreach strategies to the proposed target population.
2. Develop and implement SMART objectives related to HIV prevention, counseling and testing strategies, if applicable, to the proposed target population.

3. Develop and implement SMART objectives related to BASUAH's education and interactive social media and technology tools.
4. Develop and implement a final evaluation plan that will include formative, process and outcome evaluations related to the proposed program.
5. Participate in one or more of BASUAH's social media, online, and other technology tools as a means of engaging and educating the target populations.
6. Develop a final report that will include, but not limited to:
  - Discussion on findings, limitations, and any recommendations from the program
  - Specific information and presentation of process data
  - Knowledge, attitudes and behaviors based on program implementation and the adaption of intervention utilized by grantee

### **Application and Submission Process**

Application for funding is through the submission of a six page Illinois Department of Public Health Grant Application comprised of eight sections and a Budget Detail Template that requires cost justification in each of twelve categories. Please ensure that all instructions are followed and all required information is submitted. All sections of the application must be completed in their entirety.

Section 7 of the application shall include a detailed description of the proposed project to include objectives, outcomes, timeline, and a work plan describing when and how the objectives will be met. Objectives shall be Specific, Measurable, Attainable/Achievable, Relevant, and Time bound (SMART), and activities supporting attainment of objectives shall be described. The program plan shall demonstrate innovative or new efforts. Successful applicants shall identify how the proposed project relates to the Illinois Department of Public Health, Center for Minority Health Services' Brothers And Sisters United Against HIV/AIDS (BASUAH) Communities of Color Initiative.

Program information contained within Section 7 must include, but is not limited to:

- Detailed description/information about the proposed project
- Expected outcomes
- Description of how outcomes will be measured
- List of goals to be accomplished during the grant period
- Proposed timeline
- Objectives by quarter with a list of tasks that will be implemented to accomplish the objectives. The organization shall specify how the objectives will be measured to determine successful completion.
- Detailed budget by line item and justification. (download copy from the funding opportunities web page).

**Application Review Criteria:**

All eligible applications will be evaluated by a Grant Evaluation Committee utilizing the following 100 point scale.

- Adherence to application protocol (20)
- Scope of Work – Annual Goals (15)
- Scope of Work – Quarterly Goals (15)
- Scope of Work – Measurement Instruments(10)
- Scope of Work – Timeline (10)
- Scope of Work – Personnel Loading Chart (5)
- Budget Detail & Justification (20)
- Letters of Support (maximum of three) (5)

**Format:**

Applications must be typed using 12 point or larger font and must be both single-spaced and one-sided. Margins may not be less than one inch on all sides.

**Payment Methodology:**

Funds awarded to successful applicants will be provided on a monthly reimbursement basis. The grantee will document actual expenditures on a monthly basis and submit an Illinois Department of Public Health Reimbursement Certification Form accompanied by a monthly narrative, activity, and expenditure report to include appropriate supporting fiscal documentation. After review and approval of program activity, narrative, and expenditure reports, a voucher will be prepared and processed through the Office of the State Comptroller for payment. Reimbursement requests must be submitted monthly and the final reimbursement request must be received by the Illinois Department of Public Health Center for Minority Health Services no later than July 31, 2014.

**Awards will be made after the Department's Grant Review Committee process has been submitting an application ensures that you will be in the pool of potential applicants considered for funding. It is not a guarantee of an award.**