

Cascade AIDS Project Black Communities Consultant - Request for Proposals

Cascade AIDS Project (CAP) is seeking an experienced consultant with a strong understanding of the black community in the Portland metro area to help improve racially affirming organization practices, particularly as they apply to employing and serving the black community. Understanding of HIV and health-related disparities among the local black community and MSM in the local black community is strongly preferred.

Organizational Background:

Founded in 1983, Cascade AIDS Project is the oldest and largest AIDS Service Organization in Oregon and Southwest Washington. Our mission is to prevent HIV infections, support and empower people living with or affected by HIV, and eliminate HIV-related stigma and health disparities.

CAP is committed to health and social equity for people of all races and ethnicities. People of color, particularly Hispanics/Latinos, African Americans and African refugees, are disproportionately impacted by the HIV/AIDS epidemic in our community. As the only AIDS Services Organization serving the Portland Metro area and outlying counties, CAP recognizes that it is our responsibility to proactively address the racial disparities in our community. This means not only providing culturally affirming outreach and services, but also making intentional efforts to meet the specific needs of people of color infected by or at high risk of contracting HIV.

CAP is committed to:

- Conducting culturally appropriate outreach and prevention services and testing people of color at or above the rate that they experience HIV in our community.
- Providing culturally appropriate housing and supportive services to people of color who access our services.
- Ensuring that low-income people of color who are HIV positive access CAP's housing and supportive services at the rate they experience poverty in our community.
- Ensuring that people of color accessing CAP services achieve outcomes equal to or greater than their white counterparts.
- Developing and maintaining a diverse board and staff who are representative of the people we serve.

CAP recognizes that to meet these objectives, we need to create the structure and initiate the education and supports necessary to foster culturally affirming organizational policies and procedures, organizational staff and leadership, and client services.

Project Objectives:

The Black Communities Consultant will help CAP establish affirming policies, systems and program delivery, and provide training on affirming practices to all staff. Specifically, the Black Communities Consultant will help CAP improve its performance in the following areas:

1. **Staff Diversity:** Establish recruitment, hiring and operational practices that are attractive, inclusive and affirming of black applicants, staff and volunteers, including CAP's Board of Directors.

2. **Staff Capacity:** Increase CAP staff's knowledge, understanding and abilities necessary to affirmatively interact with black colleagues and serve black clients by providing training and capacity building assistance.
3. **Community Relations:** Establish and maintain meaningful engagement with key stakeholders and partners in the local black community.
4. **Client Services:** Understand the service needs and how to reach and effectively serve the diversity of the black community and the black LGBTQ and MSM community in our local region.
5. **Data Collection and Analysis:** Ensure that CAP is collecting and analyzing the right information to evaluate services in the black community and to inform program development and changes.
6. **Marketing and Communications:** Ensure racial equity is reflected in CAP communications (e.g. collateral, website, media, etc.).
7. **Sustainability:** Outline a 3 year plan that identifies short, medium and long-term goals with measurable benchmarks that will guide CAP in furthering and maintaining a racially affirming organizational culture and equitable client services.

Submission Guidelines:

Please submit a proposal that clearly:

- Describes personal experience and expertise related to this RFP, including similar projects and their outcomes
- Addresses how you will work with CAP to accomplish stated Project Objectives
- Identifies proposed deliverables and associated costs

If you are not familiar with Portland, please describe how you will familiarize yourself with local needs.

Proposals should include:

- Narrative – up to 5 single-spaced pages, 11 pt. font
- Budget (not to exceed \$12,000) and Budget Narrative
- Timeline of Proposed Activities
- A minimum of 2 reference contacts for work of a similar scope

Email responses to: Tyler TerMeer, Executive Director
ttermeer@cascadeaids.org
Include **Black Communities Consultant** in subject line

Direct any questions about this RFP to Tyler TerMeer at ttermeer@cascadeaids.org or 503-278-3810.