

REQUEST FOR PROPOSAL
TO PROVIDE CLINICAL COUNSELING SUPPORT
ALASKAN AIDS ASSISTANCE ASSOCIATION (FOUR A'S)

I. BACKGROUND INFORMATION

Founded in 1985 Alaskan AIDS Assistance Association (Four A's) exists to support and empower people living with or affected by HIV/AIDS and to work toward the elimination of HIV infection and its stigma in all Alaskan communities. Four A's serves clients by providing on-going case management to low income individuals living with HIV/AIDS and education and prevention outreach to individuals at risk for HIV. The Four A's fully embraces Harm Reduction as both a philosophy and model of care. The organization currently employs 16 staff.

Four A's case management clients face a variety of challenges beyond their HIV diagnosis including being homeless or vulnerably housed, addiction to substances, trauma, depression or other behavioral health conditions, and coming from marginalized populations. Case managers work with clients to ensure adherence to HIV/AIDS treatment with the primary objective of reaching and maintaining viral suppression. To achieve these outcomes case managers assist clients in accessing and navigating the healthcare system and either directly or through referral connect clients with additional supportive services correlated with positive outcomes for individuals living with HIV/AIDS such as nutrition, housing, medical transportation, and emergency financial assistance.

Four A's prevention staff work with individuals at higher risk of contracting HIV and/or Hepatitis C (HCV) through a syringe service program conducted at Four A's offices and at mobile sites located in Anchorage and Mat-Su. **Operation of Four A's Syringe Access Program puts Four A's staff in daily contact with some of our most stigmatized community members. While the majority of interactions with are positive, staff regularly encounter participants who are in the midst of crisis and experiencing extreme stress and/or frustration. Staff are also responsible for communicating and enforcing syringe program policies, such as the appropriate disposal of non-biohazard waste, drug use at exchange sites and hours of operation. Staff also encounter resistance to syringe access and other harm reduction practices from neighbors or the general public.**

The Four A's is seeking a clinician who can provide both group and individual support to Four A's staff, and individual counseling to clients of our HIV Case Management program. The ideal clinician would have experience working with issues/concepts including secondary trauma, harm reduction, strengths-based counseling, and anti-oppression practice.

II. SERVICES TO BE PERFORMED

1. Meet with Four A's leadership team for orientation to the agency and the challenges faced by staff.
2. **Conduct bi-weekly group sessions for interested staff.**
3. **Conduct individual sessions with staff on an as-needed basis.**
4. **Consult with the management team on ways to better support the well-being of staff who interact directly with clients/participants.**
5. **Conduct individual sessions with clients enrolled in case management who are interested in short term counseling, who are in the process of accessing/connecting to a behavioral health provider, or who have significant barriers to establishing a relationship with a behavioral health provider outside of Four A's.**

III. TERM

The term is for these services is **November 30 – June 30, 2021**, with the option to extend to June 30, 2022 contingent on funding and the mutual satisfaction of all parties.

IV. PROPOSAL QUALIFICATION REQUIREMENTS

A. Profile of the counseling professional

- 1) Details of the proposer's educational history, including schools attended, dates attended, and diplomas/degrees attained.
- 2) Details of relevant non-degree course work or training including training provider, dates attended, and certifications awarded.
- 3) Work history
- 4) Proof that the proposer is licensed to practice counseling in the State of Alaska.

B. Narrative statement on approaches and background

- 1) Describe how you will **approach** the needs of the agency, clients, and individual staff members.
- 2) Discuss what drives your interest in providing **clinical support at Four A's**.
- 3) Describe how your professional experience and/or training equips to work with Four A's staff and clients.

C. Time requirements in addition to group and individual sessions.

D. Fees

E. Non-discrimination clause

- 1) Affirm that the proposer will not discriminate against any individual because of race, religion, sex, color, age, sexual orientation, handicap or national origin or any other basis prohibited by law.

V. CONTRACTUAL ARRANGEMENTS

- A. **Services will be provided via Zoom or the compatible platform of the applicant's choice. When possible, services will be provided in person at Four A's offices (1057 W. Fireweed Lane, Anchorage, AK).** Four A's will provide an appropriate setting for confidential conversation within its offices.
- B. Contract will establish a mutually agreed not-to-exceed number of hours for work outside of sessions.
- C. Contracted counselor shall make available Tax Identification Number or Social Security Number.
- D. Proof of professional liability insurance.

VI. EVALUATION OF PROPOSALS

The following criteria will be considered when making an evaluation of the proposals:

A. Technical factors

- 1) Responsiveness of the proposal in clearly stating an understanding of the services to be performed.
- 2) Experience of the proposer.
- 3) Qualifications of the proposer.

B. Right to reject – Alaskan AIDS Assistance Association reserves the right to reject any and all proposals submitted and to request additional information from all proposers. Any contract awarded will be made to the party who, based on evaluation of all responses, applying all criteria and oral interviews if necessary, is determined to be the best to the services required.

VII. SUBMISSION OF PROPOSALS

Your proposal must be submitted Robin Lutz, Executive Director, no later than October 31, 2020. Selection will be made by November 15th 2020 and all parties submitting proposals will be notified immediately of the selection results. No proposal will be considered that is not received at or prior to the above time and date.

VIII. SOURCES OF INFORMATION

Any interested party who wishes to gain a better understanding of the organization may contact Robin Lutz, Executive Director at 907-263-2050.