

HIV Prevention Program

Solicited Proposal for HIV Testing Days 2012

The Arkansas Department of Health HIV/STD/Hepatitis C Section announces a one-time funding opportunity to the community. The Section believes it is important for all Arkansans to be tested for HIV. The prevention goal of this project is to increase testing and to support educational, awareness activities which target those at highest risk who have not been effectively reached.

The Section is looking for innovative approaches to reach marginalized populations through National HIV Testing days in 2012:

National Asian & Pacific Islander HIV Awareness Day	May 19
National HIV Testing Day	June 27
National HIV and Aging Awareness Day	September 18
National Gay Men's HIV Awareness Day	September 27
National Latino AIDS Awareness Day	October 15
World AIDS Day	December 1

Eligible Applicants:

Community-based organizations
Faith-based organizations

Note: If an organization already has a sub-grant under the HIV Prevention funds, they are not eligible for this funding opportunity per state guidelines.

Funding Available and Timeline:

This funding opportunity will provide up to, and not to exceed, \$10,000 per funded organization. Only one application per organization will be accepted. **No organization may receive more than one (1) award.** Applications will be accepted and awarded throughout the year with the last application accepted no later than October 31, 2012. All funds must be spent by December 31, 2012.

Organizations may plan several events with this funding, not to exceed the one (1) time awarded amount.

Submit completed electronic applications for review to: courtney.hampton@arkansas.gov
(OR) Submit three (3) copies via mail:

Courtney Hampton, HIV Prevention Program Manager
Arkansas Department of Health
4815 West Markham, Slot 33
Little Rock, AR 72205

No hand delivered applications will be accepted.

Application Information:

Cover Letter:

A signed cover letter on organization letterhead must be submitted. The cover letter must include the following information:

Name of Applicant
Amount of Request
Grant Contact and Contact Information
Signature of Executive Director or Authorized Designee

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Organization Information:

Name and address of applicant
Amount requested
Federal Identification Number
State Vendor Number

Statement of Need:

Describe the demographics of the community/target population and high-risk environment. Summarize the organizations capacity to do the work outlined in the proposal and length of time providing services to the target population.

Intended and Expected Outcomes:

Detail description of the proposal
Describe how the funds will be used
Identify specific, achievable, and measurable outcomes
Describe the specific evaluation methods to measure outcomes.

Budget:

Prepare a detailed budget to identify how the funds will be used.
For each item to be purchased include how many, cost per item, subtotal, and total costs.
No funding for indirect or administrative costs is allowable.
Write a justification for the line items in the budget explain how the purchase of the item supports the outcome objectives.
Note: Reimbursement will be provided after the services are delivered and an invoice has been processed by the Agency. Federal regulations preclude any advance payments.

Evaluation and Reporting:

Statement that the applicant agrees to provide a written report by December 31, 2012, which includes:
An overview of what was accomplished.
Specific activities provided through the funding.
The impact of the intervention on identified target populations.
Provide the number of individuals served by the intervention with demographic details.
List how the specific, achievable and measurable outcomes were met.
Develop a separate Excel spreadsheet or Word table to identify how the funds were used.
Documentation of the items purchased with grant funds, including the original receipts, how many items were purchased, cost per item, shipping costs, subtotal and total costs.

Application Review:

The applications will be reviewed within the agency. Organizations may receive a maximum of points for each component of the application as follows:

Cover Letter: 5 points
Statement of Need: 25 points
Intended and Expected Outcomes: 25 points
Budget: 25 points
Evaluation and Reporting: 20 points