



Request for Proposals:

Renewal of the Ontario Accord and Living and Serving

Issued by:

Advisory Committee of People Living with HIV/AIDS, Ontario AIDS Network

March 2021

ABOUT THE OAN

The Ontario AIDS Network (OAN) is a coalition of AIDS Service Organizations and AIDS Service Programs who work collectively to provide a just, effective response to HIV and AIDS, improve life for people infected with and affected by HIV and AIDS, and to prevent the spread of the virus.

To effectively do our work, the OAN depends on the advice and guidance of our Advisory Committee of People Living with HIV/AIDS. This Committee informs the work and actions of the OAN and its Board of Directors and ensures that the needs of Ontario's diverse community of people living with HIV or AIDS are centered in our work. Additionally, one of the Advisory Committee's key tasks is to advise the OAN on the implementation of the meaningful engagement of people living with HIV/AIDS (MEPA) frameworks, and to guide iteration, updating, and monitoring of the [Ontario Accord](#).

The OAN is a member-driven organization established on August 13th, 1993. Since then, we have created a forum where members debate key prevention, treatment, and advocacy issues. We create opportunities for people with HIV and AIDS and for community-based organizations to share experiences and develop new skills. The OAN also works to give the community-based HIV and AIDS sector a collective voice.

For decades, our members have used that voice effectively to advocate successfully for funding for HIV and AIDS services, to actively promote the meaningful engagement and greater involvement of people with HIV and AIDS (MEPA/GIPA), and to speak out loudly on issues that affect the rights and well-being of people with HIV and AIDS, such as treatment access, income, and housing supports.

Our Principles

The OAN is a network of community-based organizations which were formed as a grass-roots response to the needs for HIV/AIDS services and information. Its members have agreed to operate in accordance with the following principles:

Improved quality of life for people living with HIV/AIDS

Our decisions and actions are informed by our commitment to an improved quality of life for people living with HIV/AIDS and for others affected by HIV/AIDS. They have the right to protection against discrimination and stigma, to treatment options, to social, physical, and sexual integration into society, and to life experiences consistent with previous patterns of living.

Empowerment

As person-centered, community-based organizations, we assert human dignity in the context of HIV/AIDS and the right of an individual to self-determination. In particular, we endorse the right of people living with HIV/AIDS to control their destinies and to work in partnership in determining the course of the OAN.

Inclusiveness

Both among member groups and individuals, we acknowledge, honour, and celebrate our diversity; be that diversity in gender, culture, sexual orientation, socio-economic status, race, language, or length of tenure in the OAN. Everyone has a seat and everyone is heard. We agree to deal with diversity sensitively and respectfully. We also advocate for support and information that is personally meaningful and respectful of particular cultural and socio-economic experience. We also advocate for support and information that is sex-positive, gay-positive, and non-judgmental concerning injection drug use.

Community

OAN meetings create a community in which all members experience a sense of belonging, friendship and commonality of purpose. We support each other by endeavoring to create a safe space, to validate our experience, to relate to each other openly, and to share our vulnerabilities.

Our Values

Our work with individuals, organizations, communities and government is guided by:

Involvement & Empowerment

We are committed to the principles of the Greater Involvement of People with HIV and AIDS (GIPA) and MIPA (the Meaningful Involvement of People with HIV and AIDS). As a network of person-centered, community-based organizations, we recognize the individual right to self-determination. We provide meaningful opportunities for all people with HIV and AIDS to become involved and accountable, and to lead and share power.

Anti-Racism & Anti-Oppression

Challenging racism, prejudice and all other forms of discrimination.

Awareness

Recognition of public support as essential to fulfilling our mission. We continually work to raise awareness of the needs, rights and abilities of people with HIV and AIDS and people affected as well as the importance of HIV prevention.

Harm Reduction

Dedicated to reducing the risks that threaten people's health and contribute to the HIV epidemic. We advocate a harm reduction approach to HIV prevention. We recognize the day-to-day struggles of people with HIV, and actively promote the outreach and support services that respect their rights and help them achieve their goals.

Evidence-Informed Practice

Seeking wisdom from the community to inform and guide our work. We use knowledge from scientific research and from community practice to inform and guide our work. We accept the overwhelming scientific evidence that HIV is the cause of AIDS.

Innovation

We are continually seeking new and better ways to fulfill our mission.

The following values shape the way we work together.

Commonality of Purpose

We seek a just and effective response to HIV and AIDS in Ontario. We are striving to create a community that embraces a diversity of opinions but shares a common purpose - where all members feel a sense of belonging. We support each other and collaborate to achieve common goals.

Diversity

We value diversity and strive to reflect the diversity of our members and communities in all our work. We advocate for services that are culturally appropriate and respectful.

Respect

We demonstrate respect for individuals, agencies, and communities and value the contributions all our staff and volunteers make to our work.

Accountability

We are accountable to our members, our funders, the public of the province of Ontario, and persons affected by the virus for the quality of our work and the stewardship of our resources.

Confidentiality

We promote and maintain the highest standards of confidentiality in all our work.

Transparency

We are committed to openness and honesty in our work and in our relationships with each other.

Sex Positivity

We support a sex-positive approach to HIV and AIDS prevention and education.

BACKGROUND

Living and Serving 3

In 2011, the OAN launched [Living and Serving 3](#), a MEPA/GIPA-centered best practice guide and engagement framework for AIDS service organizations (ASO) in Ontario. The guide was created to help Ontario ASOs to put MEPA/GIPA principles into practice within their unique organization. Living and Serving 3 very much reflects the evolution of MEPA/GIPA as well as the models used to realize these principles. During the document's development, Living and Serving 3 considered the history and meaning of the foundational MEPA/GIPA principles, and proposed practices for engaging with MEPA/GIPA more fully. Through case study examples, Living and Serving 3 details the many types of involvement of people living with HIV, including benefits and challenges. In each case study, a real-life story from an ASO in

Ontario or elsewhere were included. Additionally, practices for investing in PHA capacity for involvement and leadership were also suggested. Also included is a section on monitoring and accountability of ASO success in GIPA engagement, including a GIPA report card and various evaluation checklists adapted from international examples. The document's final section included an engagement framework designed to provide a set of structures for ASOs to:

- Assess current relationships and practices of MEPA/GIPA
- Determine a sustainable and measurable plan to honour MEPA/GIPA
- Monitor and set up accountability practices that deepen the progression and sustainability of MEPA/GIPA.

The Ontario Accord

Following a series of province-wide consultations focused on MEPA/GIPA in 2011, the OAN launched the [Ontario Accord in 2012](#). The Accord affirms the leadership of people who are HIV positive and the need for their allies to create spaces for engagement. It is a declaration of solidarity with the MEPA/GIPA principles and its creation and adoption were transformative events in the history of Ontario's HIV sector. Since its creation, the Accord has been universally adopted by the OAN membership and commits members agencies to stand in solidarity with communities of people living with HIV.

Since 2012, Ontario's HIV sector has evolved. Today, the OAN's Advisory Committee of People Living with HIV/AIDS is leading a process to renew the Ontario Accord and develop an updated MEPA/GIPA-centered practices and guidance for ASOs in Ontario; one that takes a renewed and modernized focus on the engagement of people living with HIV, HIV stigma, U=U, and centers the role and presence of Indigenous, Black, LatinX, and other racialized communities.

PROJECT OVERVIEW

Working closely with the OAN's Advisory Committee of People Living with HIV and staff, the Consultants will be responsible for renewing the Ontario Accord and the development of an organizational guidance document for Member agencies.

Consultant team deliverables:

- Complete a document review of the Ontario Accord, Living and Serving 3, MEPA/GIPA best practice guides.
- Submit a critical path process, detailed budget and high-level workplan.
- Participate in planning and Advisory Committee planning meetings.
- Guide a consultation process with stakeholders including, Member agency and OAN staff, diverse communities of people living with HIV, funders, etc.
- Facilitate 10-15 virtual focus groups and conduct surveys with stakeholders.
- Draft a new iteration of the Ontario Accord under the guidance of, and in consultation with the Advisory Committee and a sector-wide implementation plan.

- Draft a renewed Living and Serving and GIPA/MEPA best practice guidance document and a sector-wide implementation plan.

SKILLS, EXPERIENCE, AND REPRESENTATION

The successful consultant team *must* meet the criteria below.

- Deep understanding of MEPA/GIPA frameworks, history, and the implementation of MEPA/GIPA frameworks in frontline and community-based AIDS service organizations.
- At least 50% of the Consultant team must be people living with HIV who are familiar with Ontario's HIV sector; and represent Ontario's diverse communities of people living with and at risk for HIV (this includes gender/gender-identity, Indigenous communities, African, Caribbean and Black, LatinX and other racialized communities, substance using communities, 2SLGBTQ communities, and others).
- The consultant team must possess strong coordination, content writing and knowledge translation skills.
- Strong understanding of the impact of HIV stigma and disclosure and their relationships to anti-Indigeneity, anti-Black racism and other forms of oppression.
- Dynamic and expert facilitators who are able to respectfully engage with diverse groups in each of the province's four regions.
- Ability to distill, synthesize and present complex content in a straightforward way.
- Ability to present complex subject matter into user-friendly, easy-to-use infographics, flow charts, and plain language written content.
- Excellent project management, oral and written communication, and organizational skills.

PROPOSAL SUBMISSION

Requirements

Please submit a proposal that details how the consultant team meets the skills, experience and representation criteria above as well as:

- Why your team is a good fit for this work.
- A value proposition for engaging in this MEPA/GIPA focused project.
- Your understanding of concepts of MEPA/GIPA and how you would respectfully engage Indigenous, Black and other racialized communities, urban/rural communities, the newly diagnosed and long-term survivors, and Member organizations in the process.
- A detailed workplan that includes methodology and approach, scope, deliverables, timelines, and milestones for development of the Ontario Accord and Living and Serving.
- Estimated fees and expenses with rationale according to the timeline and a proposed payment structure.
- Three relevant writing samples.

- Proposal must be submitted in PDF format and may not exceed 12 typed pages using a 12-point font of your choice.

Selection Criteria

- Quality of proposal
- Team composition
- Interviews
- Demonstrated comprehension of the issues and content development needs
- Understanding of organizational and project contribution and values
- Proposed fees-for-service

Request for Proposal Timeline

Activity	Timing
Request for Proposals issued	March 5, 2021
Submission deadline	April 9, 2021 at 5:00 pm
Interviews	Mid-April 2021
Notification of preferred consultant team	Late-April 2021
Project activities	May-December 2021

Submission Deadline

Proposal submissions are due on April 9th at 5:00 pm EST. Late submissions will not be accepted.

Submission Instructions

Submit your proposal to the OAN's Advisory Committee at advisory@oan.red.

Questions

OAN Advisory Committee members and staff will be available to answer questions prior to submission. Please submit questions in writing to Tara Jewel, Manager of PLDI and Special Events at tjewal@oan.red.