



**Relief, Recovery and Resilience Fund:  
Supporting the HIV Community Impacted by  
Hurricane Fiona  
Request for Applications  
October 3, 2022  
(Revised, November 4, 2022)**

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AIDS United's Relief, Recovery and Resilience Fund (RRR Fund) was established in 2017 to help meet the immediate and urgent needs of people living with and at risk for HIV in regions affected by urgent crises like earthquakes, hurricanes, and global pandemics. The goal of the fund is to provide critical assistance to organizations led by and serving people living with HIV (PLWH). To help prevent a resurgence of HIV and to support overall health in the communities we serve, the fund supports access to HIV care, housing, food, organizational infrastructure, and much more. To date, the fund has provided approximately \$2.3 million to organizations impacted by disasters.

The overarching vision of the RRR Fund is that HIV service organizations impacted by disasters are able to sustain their programming for and services to people living with HIV (PLWH), provide direct relief to PLWH, continue their organizational recovery efforts, ramp up to full operation, and effectively plan for future catastrophes. AIDS United's rapid-response funding seeks to mitigate the negative impacts of disasters on PLWH, providing grassroots organizations with funding to respond to challenges so that PLWH do not experience a disruption in their physical or mental health care.

"Supporting the HIV Community Impacted by Hurricane Fiona" is funded by a charitable contribution from Gilead Sciences.

### ***Background and Purpose***

The United States is currently facing multiple epidemics, including HIV, viral hepatitis, overdose, and COVID-19, all amid a resurgence in the call to end racial injustices in this country. When crises hit, the organizations serving people living with and affected by HIV must begin the arduous process of assessing the impact of these crises and meeting their clients' most pressing needs. Because the forces that drive the HIV epidemic are intrinsically linked to issues of race, sexuality, income, and stigma, addressing these issues with a justice and equity framing guides all of AIDS United's work.

Even without COVID-19's strain on the healthcare system, natural disasters such as hurricanes have stretched existing public health services, leaving many PLWH vulnerable to poor health outcomes. These potential negative impacts, which typically follow the wake of major hurricanes, are particularly concerning in this instance, both due to the timing and strength of Hurricane Fiona.

The impacts of Hurricane Fiona are expected to be wide-reaching as it was preceded by several other natural disasters, including Hurricane Irma, Hurricane María, and a 6.4-magnitude earthquake, as well as COVID-19. Hurricane Fiona severely threatened the availability and accessibility of health care for PLWH when it made landfall on September 18, 2022. Fiona caused widespread power outages, lack of potable water, flooding, and the destruction of homes, roads, and bridges throughout Puerto Rico.

Catastrophes like Hurricane Fiona jeopardize the ability of individuals to continue accessing care and threaten the stability and infrastructure of HIV service organizations that have been impacted. If organizations in affected areas are not supported to meet the emerging needs of their communities as they work toward recovery and mitigating the effects of future disasters, Hurricane Fiona threatens to slow down progress toward seeing an end to the HIV epidemic.

### ***Current Funding Opportunity***

Through the Relief, Recovery and Resilience Fund, AIDS United will provide **grants between \$15,000 and \$35,000** to help organizations address community needs related to Hurricane Fiona. **Current available funds total \$420,000.** We anticipate making 12-28 grants that may support activities such as the following:

- Service provision
  - Direct provision of needed supplies to people living with/affected by HIV
  - Direct financial assistance for people living with/affected by HIV
  - Medical services and case management for people living with/affected by HIV
  - Emotional or mental health support for staff, volunteers, or participants living with/affected by HIV
- Organizational support
  - Repairing organizational infrastructure
  - Supporting administrative costs not covered by other funding sources

Funding can be used for general operating support or project-specific needs.

AIDS United is making funds available through this request for proposals to assist in meeting the needs of organizations located and/or performing work in Puerto Rico that serve people living with and vulnerable to HIV and AIDS, and that are experiencing challenges meeting their community's needs due to the impacts of Hurricane Fiona.

### ***Applicants must have HIV as one of their focus areas and utilize a racial and social justice framework.***

Additionally, organizations must clearly articulate the importance of the issue or challenge that they or their community (communities) is (are) experiencing, the current opportunity to address the issue or challenge, and why the applicant is the appropriate entity to address the stated need.

### ***Funding priorities***

The current funding priorities are to support organizations that work for and with people living with HIV, vulnerable to HIV, and most affected by HIV. Applicants should be led by people who represent the communities they serve.

### ***Eligibility***

**Receipt of funds** — Applicants or their fiscal sponsor must have the capacity to receive award funds electronically.

**Geographic location** — Applicants must be located and/or perform work within the U.S. territory of Puerto Rico.

**Nonprofit status** — Applicants must be nonprofit, tax-exempt organizations, *either* per the guidelines set forth by the Internal Revenue Service with proper 501(c)(3) status *or* via the Certificado de cumplimiento corporativo del departamento del estado de PR “good standing” certification. Organizations or coalitions that do not hold 501(c)(3) status or Puerto Rico’s nonprofit certification must have a fiscal sponsor that does. Note that *AIDS United cannot give grants to individuals or to for-profit companies.*

**Financial stability** — Organizations should be fiscally stable and viable prior to submission of the funding application. These funds are not intended to serve as a replacement for discontinued funding.

**Grant period** — Applicant must be able to implement all project activities and utilize the funds within three months of award payment. Applications will be accepted until January 15, 2023, or until funding runs out. Grant activities may not extend beyond April 30, 2023.

### ***Application Process and Reporting***

**Application content** — Applicants must respond to the application questions and provide their or their fiscal sponsor’s attachments outlined below. Additional, brief materials that would provide substantial support to the grant request may be submitted but are neither required nor expected.

**Submission** — Send applications to [grants@aidsunited.org](mailto:grants@aidsunited.org) in accordance with the application instructions below. There is no submission through AIDS United’s Grantee Community for this funding opportunity. Applications will be accepted on a rolling basis between October 10, 2022, and January 15, 2023.

**Award amounts** — Grant awards will range from approximately \$15,000 to \$35,000.

**Application decisions** — Applications will be reviewed on a rolling basis, and decisions will be made by a diverse committee inclusive of people living with HIV in Puerto Rico. The committee will review applications submitted in English or Spanish. *Grants will be awarded as long as funds are available.*

**Timeline** — The anticipated time between application submission and notification of a decision is two weeks after AIDS United receives a complete application. This opportunity will remain open to receive applications as long as funds are available.

**Reporting** — RRR Fund grantees must submit a brief report within one month of the end of their grant period. Reporting questions will be sent with the grant agreement, and grantees will receive a reminder 4 weeks before the deadline outlined in their grant agreement. Reports may be submitted via online form, prerecorded video, or a phone call with AIDS United staff.

**Questions** — Please email [grants@aidsunited.org](mailto:grants@aidsunited.org) if you have any questions about the fund or this application. We respectfully ask for your patience and request that you refrain from reaching out for the status of your application at least three weeks after submission.

***Please review the following instructions and requirements carefully.  
Incomplete applications will not be considered.***

***Applications will be accepted on a rolling basis between October 10, 2022, and January 15, 2023.***

## **Grant Application**

Applications must be submitted through one of the following methods:

- Emailed to [grants@aidsunited.org](mailto:grants@aidsunited.org) as attached Word and/or PDF documents;
- Emailed to [grants@aidsunited.org](mailto:grants@aidsunited.org) as links to Google Docs, a Dropbox folder, or a similar method of file sharing (e.g., WeTransfer) – in these instances, please include the name of your organization in each filename;
- Via a pre-recorded video, lasting no longer than 30 minutes, sent as a link or attachment to [grants@aidsunited.org](mailto:grants@aidsunited.org); or
- Through a Zoom call, lasting no longer than 30 minutes, with AIDS United staff, which can be scheduled through Calendly.
  - To schedule a phone submission in ***English or Spanish*** please use [this link](#).

Please include the following information in your application.

### ***Applicant Information***

- Applicant organization name
- Organization address
- Organization EIN
- Authorizing official name, title, and email
- Contact person name, title, and email (if different from the authorizing official above)
- Phone number
- Website
- Organization mission
- Total organizational budget figure for your current fiscal year

*If applicable, fiscal sponsor information:*

- Fiscal sponsor organization name
- Address
- Contact person name, title, and email
- Phone number
- EIN
- Website

### **Other information**

How did you find out about the Relief, Recovery and Resilience Fund?

- ★ *For those submitting an application via a **Zoom call or prerecorded video**, please submit written responses to the questions above with your application attachments.*

## ***Application Narrative***

- ★ ***Written responses*** to the questions below should be brief with the font no smaller than 11-point and the ***application no longer than two pages, single-spaced***. Bullets are acceptable in place of or in addition to paragraphs.
  - ★ For those submitting an application via a ***Zoom call***, you will have a maximum of 30 minutes to share your responses to the application narrative questions.
  - ★ Those submitting via a ***pre-recorded video*** should adhere to the same 30-minute time limit.
  - ★ ***All applicants*** should be assured that AIDS United does not expect applications to be longer than they need to be. So written applications do not have to fill two pages and Zoom or video applications do not have to take a full 30 minutes.
1. Please state the grant amount you are requesting. The maximum grant award is \$35,000.
  2. Briefly describe the intended use of funds.
    - a. What is the immediate or ongoing opportunity or challenge related to Hurricane Fiona that your project will address?
    - b. Please be as specific as possible on how the funds would be used and include a general itemization of how AIDS United funds would be spent, *even if you are requesting general operating support*.
    - c. Please include the approximate number of people to be served by the requested funds.
  3. Briefly share the impact of Hurricane Fiona on your agency and the community.
  4. What is the estimated total amount needed to address current and emerging HIV-related service needs of your clients impacted by the hurricane? Please provide a brief explanation of those total needs. (This information will help with identifying and planning for future funding needs for the affected regions.)
  5. Briefly describe your organization's current capacity regarding staffing, fiscal operations, and the current level of services provided.
  6. Briefly describe the communities you serve with your program (e.g., BIPOC, LGBTQ people, people who use drugs, and/or others) and how you ensure meaningful involvement of those communities.
  7. How does the proposed project incorporate racial and social justice?
  8. How will you know you have succeeded? Please include at least two benchmarks for success.

## ***Attachments***

Please submit the following items as attachments. Organizations applying via a Zoom call must send the documents below in advance of their scheduled interview time.

1. A brief *project budget*, in any format you would like, outlining how funds will be spent. Please submit a budget even if you are requesting general operating support.
  - a. If your organization has a fiscal sponsor, please include any applicable fees in the budget.
2. Your organization's *current W-9* (first page only). The IRS's 2018 [W-9 form](#) is available online, although you can submit one you completed previously, as long as it has been signed within the last year.
3. Your organization's or your fiscal sponsor's current annual operating budget document.
4. An *ACH form* (you can send your own or use the [AIDS United template](#)).
5. A signed *fiscal sponsor agreement* (if applicable).
6. Your organization's or fiscal sponsor's most recent audit or 990.
7. ***If your organization is applying via Video or Zoom call***, please submit the information contained in the "Applicant Information" section as an attachment.

**Please submit all application materials as instructed at the start of the Grant Application section above by **no later than January 15, 2023.****  
**Please send any questions to [grants@aidsunited.org](mailto:grants@aidsunited.org).**

**Thank you for your interest and for your work to end the HIV epidemic.**