



Introduction

AIDS United is excited to announce our first open call for reviewers for the Harm Reduction Futures Fund (formally Syringe Access Fund). Each grant cycle, our external community-based Review Committee is tasked with reviewing grant proposals and determining funding recommendations. We are seeking twelve (12) reviewers for Round 15 in 2024. AIDS United and the Harm Reduction Team strive for a balanced and informed Review Committee based in community and representing harm reduction's diversity. This includes people representing varying levels of professional experience, relevant lived and living experience, race/ethnicity, sexual orientation, gender identity, and geographic location. Anyone with syringe services expertise/experience is encouraged to apply. We are especially interested in applicants who identify as Black, Indigenous, and/or other people of color (BIPOC).

About the Fund

The Harm Reduction Futures Fund (HRFF; formerly the Syringe Access Fund) is a collaborative grantmaking initiative that seeks to reduce the health, psychosocial, and socioeconomic disparities experienced by people who use drugs. HRFF invests in evidence-based and community-driven approaches to prevent the transmission of HIV and viral hepatitis, reduce injection-related injuries, increase overdose prevention and reversal efforts, and connect people who use drugs to comprehensive prevention, treatment, and support services.

The Harm Reduction Futures Fund will award grants this Round in categories: 1) syringe services programs (SSPs) providing direct services, 2) harm reduction organizations supporting multiple syringe service programs providing direct services, and 3) harm reduction organizations conducting community advocacy activities focused on legalizing or strengthening syringe services programs and other health interventions for PWUD at the local, state, or federal levels. Selected reviewers will receive more detailed information during the review process.

Reviewer Expectations and Compensation

To ensure each grant applicant fairly receives full, thoughtful, and thorough consideration, all reviewers are required to participate in all activities outlined below to receive the full compensation. **Please ensure you can meet each commitment outlined here before applying.**

- August 26, 2024 – One-hour Reviewer Orientation for Pre-application Phase, 2-3 pm ET
- August 27 – September 12, 2024 – Review Pre-applications
 - We estimate each reviewer will be assigned 17-21 pre-applications. Pre-applications are approximately 1 page each, excluding attachments. To review the 1-page pre-application, 1 related attachment, and complete a scoring form, we anticipate a time commitment of 30-60 minutes per application.
- September 17-18, 2024 – Pre-application Review Committee meeting, 12-5 pm ET
- October 29, 2024 – One-hour Reviewer Orientation for Full Applications, 3-4pm ET
- November 6 – December 5, 2024 – Review Full Applications
 - We estimate each reviewer will be assigned 10 applications per reviewer. Full applications are 5 pages each, related attachments, and complete a scoring form, we anticipate a time commitment of 60-90 minutes per application.
- December 12-13, 2024 – Full Application Review Committee meeting, 12-5 pm ET



AIDS United will provide each reviewer – pending successful completion of all requirements – a \$1,075 honorarium, plus a \$35 meal delivery gift card for each review committee meeting day. Honorariums will be paid in two payments.

- Payment 1 - \$325 after completion of Pre-application review committee meeting
- Payment 2 - \$750 after completion of Full Application review committee meeting

Reviewer Requirements and Selection Process

Applicants must:

- Live in the United States or its Territories
- Have experience regarding syringe service program operations and service delivery according to best practices.
- Be able to participate actively and fully in the review process, including being present on all dates listed above.
- Proficient in English including reading, writing, and speaking
- Must have access to internet to fully participate in review process, such as Zoom, excel or google spreadsheets, and web based review platforms.
 - We highly suggest access to a computer as completing reviews on a phone or tablet is extremely challenging.

Note: Applying for or participating in the review process does **NOT** disqualify you from applying for HRFF funding.

Participation also does not provide any advantages if applying for an HRFF grant.

All interested applicants should complete the brief online application **no later than July 8, 2024, at 8 pm ET**. Finalists will be requested to participate in a brief, 10–20-minute interview, between July 22nd and 31st.

To ensure an equitable External Review Committee that reflects the harm reduction community and people who use drugs, a diverse group of reviewers will be selected. However, we expect far more excellent applicants than open Committee seats. AIDS United staff will assess reviewer applications utilizing a standard evaluation rubric and determine which finalists to invite to participate in a brief interview. Applicants may be invited as reviewers or as alternates. Those invited to join the Review Committee will meet the requirements outlined above and AIDS United will select individuals with a focus on balance and representation across the following:

- Relevant lived &/or living experience
- Professional experience and subject matter expertise, including both people newer to harm reduction and those with more extensive experience
- Personal identity, with a focus on BIPOC and queer communities
- Geography, including representation from across the United States and Territories, as well as both urban and rural settings

Twelve (12) reviewers will be selected from the applicant pool, as well as two (2) alternates.

- *PLEASE NOTE: Alternates may be asked to join the review process at any point, so would need the flexibility to do so, and will receive an adjusted honorarium based on when they join during the review process. Orientations are only required if alternates join the review process.*

Training regarding Fund priorities and review processes will be provided to selected reviewers, and alternates will receive training if asked to join the review process. AIDS United staff are always available for questions and support, particularly for first-time reviewers.



Conflict of Interest

AIDS United places a high value on the participation of individuals who have first-hand, community-level experience in the field of harm reduction. As a result, we expect that many reviewers may have conflicts of interest with one or more of the proposals submitted. We are committed to having an equitable and objective review process and avoiding both actual and perceived conflicts of interest.

Conflicts of interest exist when a reviewer can be viewed as being able to gain or lose personally, professionally, and/or financially from a proposed project under consideration. Reviewers will not be assigned to review their own or applications for which they have conflicts of interest. AIDS United will not send reviewers application materials from those organizations, and we will ask that reviewers excuse themselves from the meeting during the discussion of those applications.

Application Timeline and Questions

Please submit your application by July 8, 2024, at 8 pm ET, which must be completed using the link provided below. Late applications will not be reviewed. Brief interviews of 10-20 minutes will be conducted with approximately 18 finalists. Please see the timeline for the application process below.

- June 10, 2024 – Open call for reviewer applications begins
- **July 8, 2024, 8pm ET – Applications due**
- July 22 to 31, 2024 – Applicant interviews
- August 5, 2024 – Notification of reviewer selection

[APPLY HERE](#)

If you have any questions, please contact Angel Gomez at agomez@aidsunited.org

****PLEASE NOTE, this application review process is confidential.****

This includes participation as a reviewer and all applications reviewed. We will keep it confidential, and ask that you do not share with others, that you applied, are interviewed, or are selected as a reviewer to maintain the confidentiality of our process, unless necessary to acquire approval to participate (in which case please ensure your supervisor also knows Committee participation is confidential)