

Request for Qualifications: HOPWA Technical Assistance Consultant

The Cloudburst Group is seeking Housing Opportunities for Persons with HIV/AIDS (HOPWA) Technical Assistance (TA) Consultants. The HOPWA TA Consultants will be part of Cloudburst's HOPWA TA team whose role it will be to help build equity within the HOPWA Program by working nationally to ensure all HOPWA programs involve persons with lived experience and expertise (PWLEE) in their local HOPWA programs. The HOPWA Consultant must be a person with lived experience and expertise (PWLEE), who **has received or is currently receiving** HOPWA assistance.

About HOPWA

HOPWA is a federal program funded by the U.S. Department of Housing and Urban Development (HUD) and administered by HUD's Office of HIV/AIDS Housing (OHH). HOPWA is specifically designed to serve low-income persons and their families who are living with HIV/AIDS.

Cloudburst's Mission as an Equitable Organization

Cloudburst's work is guided by a mission to improve economic, social, and environmental resilience. To this end, many of the populations and communities Cloudburst works with focus on addressing structural and institutional racism that disproportionately impacts Black, Indigenous, other people of color as well as marginalized and underserved populations including those who are disabled, identify as LGBTQI+, or are neurodivergent. Cloudburst believes that effective services and solutions are created with communities historically impacted by the systems we are attempting to transform. We strongly encourage applications from people who are representative of the culturally and ethnically diverse communities with which we work.

About HOPWA Technical Assistance (TA)

Cloudburst works with states, cities, units of local government, and non-profit organizations across the country that receive HOPWA funding and operate HOPWA programs. We provide assistance to help them create HOPWA program designs that meet the needs of persons receiving assistance and program staff and meet federal regulatory requirements. The goal of HOPWA technical assistance is to bring program-level expertise to communities that are delivering HOPWA programs. Cloudburst would like to work with PWLEE as consultants - your expertise as someone who has received or is currently receiving HOPWA assistance is

important and a valued part of Cloudburst's HOPWA TA. Cloudburst's HOPWA TA Consultants will be involved in a range of TA work and may include topics like:

- Assisting with assessing local HOPWA program design and how HOPWA assistance is provided and recommending changes
- Assisting with assessing HOPWA Program Policies and Procedures to ensure programs are low-barrier
- Assisting communities to develop and manage ongoing Peer-to-Peer Groups

Consultant Tasks

Consultants will be active members of our HOPWA TA team and will participate in the creation and direction of the project. Consultants will participate in team meetings, assist with the development of "best practices," and other activities as requested. Please note that a successful response to this RFQ does not guarantee any specific level of effort. Successful applicants will be included in a pool of consultants who will be asked to assist on tasks on an as-needed basis only.

All consultants will:

- Possess strong communication skills
- Have access to a computer, stable internet that can run Zoom calls or other meeting platforms, and must have regular access to a telephone
- Be available to work as a consultant between 5-10 hours per month, including meetings during the business hours of 8:30 AM - 5:30 PM Eastern Time.

Additional Requirements and Application Process

This is a consultant position, not a staff position. Consultants will be paid an hourly rate. Applicants should propose rates that are inclusive of all costs (including indirect costs such as fringe benefits, accounting and legal expenses, office expenses, telephone expenses, etc.) necessary to participate in the work.

Desired Consultant criteria includes individuals who:

- Currently receive (or have previously received) HUD's Housing Opportunities for Persons with AIDS (HOPWA) Program
- Identify as a member of the LGBTQ community

- Are Black, Indigenous, Latin/e/o/a, or Asian
- Currently receive (or have previously received) other federal housing programs

If you meet the above qualifications and are interested in consulting with Cloudburst, please respond to this Request for Qualifications by sending an email to denise.lomuntad@cloudburstgroup.com with the following information:

1. A paragraph that includes a brief biography detailing your experience.
2. Your availability - average # of hours you could be available per month.
3. Your proposed hourly consulting rate for 2023, 2024, and 2025.
4. Your resume. If you do not have a resume available, please click [here](#) to prepare one.

Please email denise.lomuntad@cloudburstgroup.com or call 301-412-9229 if you have any questions.

Note: All respondents should be able to work as an individual consultant outside of their regular employment arrangement. Verification may be requested.