**HISPANIC/LATINX LIAISON AND RESOURCE CONTRACTOR PROPOSAL**

**Proposal for Professional Services Contract**

This is a proposal for the North Carolina Council on Developmental Disabilities to recruit a contractor to serve as the NCCDD’s Hispanic/Latinx Liaison. The contractor would serve a one-year contract that could, and hopefully would, be renewed for a second year. The contractor would utilize the public health funds made available by the Administration for Community Living in 2022 to be spent by September of 2024. The total funds for this contract, including reimbursement for travel and conferences, would be $45,000 per year.

The Hispanic/Latinx Liaison would fulfill the requirements of the ACL Public Health funding. It would also serve to support NCCDD to meet Goal 3 Objective B of its Five-Year State Plan to have a “specific targeted disparity emphasis to increase the knowledge and engagement of members of the Hispanic/Latinx communities” through increased “educational opportunities and engagement to improve the lives of individuals with I/DD and the system.”

**The Need for a Hispanic/Latinx Liaison for NCCDD**

NCCDD has identified the Hispanic/Latinx I/DD community in North Carolina as the targeted disparity community on which it would focus for its FY 2022-27 Five Year Plan after surveys, data analysis, and a listening session with individuals from the Hispanic/Latin-x communities in North Carolina. Through its research and work, NCCDD recognized that there were over one million Hispanic/Latin-x individuals in North Carolina in 2019. Such individuals had a 27% poverty rate that was almost double that of the total North Carolina population. 77% of Hispanic individuals speak a language other than English at home.

While NCCDD currently ensures Spanish interpretation at many of its outreach events and translates many of its materials in Spanish, NCCDD does not currently have a staff member who speaks Spanish. It also only has one Council Member who identifies as Hispanic.

NCCDD and the I/DD Community could benefit from a contractor who could do outreach to the Hispanic/Latinx I/DD communities, make connections and build relationships with these communities, and connect NCCDD initiatives and communications with these communities. NCCDD would also benefit from honest dialogue and recommendations on future steps it can take to increase its connections with these communities as well as how it can increase Hispanic/Latinx participation in its initiatives, Council membership, and staff make-up.

**Duties and Responsibilities of Contractor**

* Conduct Regular Outreach and Develop Relationships with Hispanic or Latinx Individuals with I/DD, Family Members, and Stakeholders
* Develop Relationships between NCCDD Staff and Council Members and Hispanic or Latinx Individuals with I/DD, Family Members, and Stakeholders
* Support NCCDD and its Initiative Partners in Ensuring that Communications, Events, and Initiatives are Culturally and Linguistically relevant to and Responding to the Needs and Interests of Hispanic or Latinx Individuals with I/DD and Families
* Regularly Attend and Actively Participate in Systems Change Manager Meetings (at least once a month)
* Conduct Outreach and Education Events to and with Hispanic or Latinx Individuals with I/DD, Family Members, and Stakeholders
* Regularly Attend and Actively Participate in and Support Quarterly Council Meetings.
* NCCDD will work with contractor on defining any geographic region for concentration of this work.

**Key Qualifications of Contractor**

* Demonstrated Relationships with and Connections to Hispanic and Latinx individuals with I/DD, Families and Stakeholders.
* Fluency in Spanish.
* Experience with Individuals with I/DD.
* Knowledge of Relevant and Important Issues Impacting the I/DD Community and Hispanic and Latinx Communities.
* Ability to Develop Connections and Relationships Between NCCDD Initiatives and Hispanic and Latinx Individuals and Families with I/DD.

**Anticipated Outcomes:**

The outcomes of this initiative will be dependent on the amount of funds and negotiated with the selected entity conducting the research and providing the report. The primary anticipated outcomes would include the following:

* Increased Participation of Hispanic and Latinx Individuals with I/DD, Family Members and Stakeholders in NCCDD Council Events, Communications, and Initiatives.
* Increased Council Membership Applications of Hispanic and Latinx Individuals with I/DD, Family Members and Stakeholders in NCCDD Council Events, Communications, and Initiatives.
* Increased Connections and Relationships between Hispanic or Latinx Individuals with I/DD, Family Members, and Stakeholders and NCCDD Staff and Council Members
* Increased Numbers of Hispanic or Latinx Individuals with I/DD receiving I/DD services through the Innovations Waiver, 1915i, Schools, and Other Programs.