

Join the Ryan White HIV/AIDS Program (RWHAP) Eligibility Affinity Group!

All participating programs will receive a \$2,000 stipend

What is the Affinity Group?

The Affinity Group aims to engage participants in ongoing information exchange, networking, and community-building with peer jurisdictions to share support, guidance, and feedback on best practices, tools, and resources to help streamline their Ryan White HIV/AIDS Program (RWHAP) eligibility determination and redetermination processes.

Why participate in the Affinity Group?

You should participate if you want to:

- **Crowdsource tools and resources** for streamlining eligibility, especially if you feel you don't have the tools you need to do so currently
- Receive coaching from subject matter experts on **technical and technological solutions** if you've begun streamlining eligibility but are at a roadblock
- Partner with other jurisdictions or cross recipients to **streamline eligibility**
- **Assess your readiness** to streamlining activities across multiple domains (administrative, financial, or technical) if you already have updated processes and/or are ready to move to a centralized system
- Engage in ongoing **peer-sharing, knowledge-building, and staff training** to identify and share best practices, opportunities, and lessons learned
- Contribute to the **development and dissemination of new tools and resources**

How is the Affinity Group structured?

- **9 Monthly Sessions** focused on key topics related to streamlining RWHAP eligibility determination processes
- **9 Coaching Sessions** with an assigned Peer Exchange Coach who will provide support on Affinity Group activities via individual and/or small group coaching sessions
- **Action Plan Developments** that reinforce key concepts from the monthly full group sessions and support the development of a jurisdiction-specific action plan
- Participants will have access to a password-protected **website** with session materials, templates, activities, discussion forums, a central resource repository, and a shared event calendar
- Ad hoc **Peer Engagement Opportunities** for participants with common jurisdictional characteristics
- Final Session in-person meeting with **expenses covered**

Who should apply to participate in the Affinity Group?

We plan to create a cohort of up to nine jurisdictional teams from across the country including:

- Jurisdictions whose RWHAP eligibility determination processes are **moderately integrated** and who are interested in further streamlining their processes
- Single-state jurisdictions as well as multi-state jurisdictions
- Jurisdictions from Medicaid expansion states as well as non-Medicaid expansion states
- Jurisdictions with one or more RWHAP Part A and RWHAP Part C recipients

Each jurisdictional team **should** include:

- A representative from your jurisdiction's RWHAP Part B or AIDS Drug Assistance Program (ADAP) **who will be responsible for coordinating and submitting the application**
- A representative from **at least** one other RWHAP Part, including Part A, Part C, Part D, and Part F—dental programs; **representation from multiple Parts is encouraged!**
- A person with lived experience who has received RWHAP services
- Representatives from each participating Part who can share their knowledge and experience in the following areas on an as-needed basis: program administration, fiscal management, data and IT, and contracting or vendor procurement services

What is the application process?

- Register for and join the [informational webinar](#) (click link to register) on June 23, 2025, from 2:00–3:00 p.m. ET.
- If you are unable to join the webinar, please send an email to rwhapeligibility@jsi.org to express your interest in applying for the Affinity Group.
- RWHAP Part B representatives should coordinate with representatives from other RWHAP Parts to assemble their jurisdictional team and complete the online application.
- The online application will be open from June 23 to August 15, 2025.
- You will be notified of your application status by August 22, and be matched with a coach who will schedule a virtual meet and greet before the Affinity Group kicks off in August.

RWHAP Eligibility Affinity Group Schedule			
Activity	Topic*	Date	Time
Coaching #0.5	Meet and Greet/Pre-Kickoff Assessment (Individual)	After acceptance and before kickoff	TBD with coaches
Session #1	Setting the Stage: Why Are We Here?	Sep 8, 2025	2–3:30 p.m. ET
Coaching #1.5	Jurisdiction Resource Development (Small Group)	Mid-Late September	TBD with coaches
Session #2	Process Mapping	Oct 6, 2025	2–3:30 p.m. ET
Coaching #2.5	Process Mapping (Individual)	Mid-Late October	TBD with coaches
Session #3	Organizational Learning and Staff Buy-In	Nov 10, 2025	2–3:30 p.m. ET
Coaching #3.5	Stakeholder Mapping (Individual)	Mid-Late November	TBD with coaches
Session #4	Improving the Customer Experience and Engaging People with Lived Experience	Dec 8, 2025	2–3:30 p.m. ET
Coaching #4.5	Office Hours (Full Group)	Mid-Late December	TBD with coaches
Session #5	Data Sources and Technology	Jan 12, 2026	2–3:30 p.m. ET
Coaching #5.5	Data Sources (Individual)	Mid-Late January	TBD with coaches
Session #6	Data Sharing Agreements	Feb 9, 2026	2–3:30 p.m. ET
Coaching #6.5	Data Sharing Agreements (Small Group)	Mid-Late February	TBD with coaches
Session #7	Financial Considerations: Investing in Streamlining	Mar 9, 2026	2–3:30 p.m. ET
Coaching #7.5	Financial Considerations (Small Group)	Mid-Late March	TBD with coaches
Session #8	Continuous Quality Improvement (CQI)	Apr 6, 2026	2–3:30 p.m. ET
Coaching 8.5	CQI (Individual)	Mid-Late April	TBD with coaches
Session #9	Close-Out and Celebrations (In-Person)	Early May 2026 (Date TBD)	Full Day

*Note: Session topics are subject to change based on participants' needs.