

Request for Proposal
Developing a Training Course on Urban Climate Change Adaptation and Resilience
ADAPT Asia-Pacific RFP # 2013-01
Questions and Answers
March 29, 2013

Question # 1: Is there a suggested budget range to complete tasks identified for Phase 1 and Phase 2?

Answer # 1: The estimated budget for Phase One is \$30,000 and Phase Two is \$60,000-\$70,000.

Question # 2: Is there a preferred format (USAID or other) for the proposed budget?

Answer # 2: ADAPT Asia-Pacific does not have a preferred format for the proposed budget. Potential bidders can use their own template for the budget development. The budget should provide details in terms of daily rate and level of efforts for each personnel/technical expert to be involved into the activity.

Question # 3: Given the ongoing US Government sequester, how realistic is a project start-date of April 25, 2013?

Answer # 3: The US Government sequester is not expected to influence the project start date.

Question # 4: USAID wants to assure the sustainability of the course by identifying and working with regional partners in credit granting institutions. Do you envision partnering with regional educational institutions, multiple national institutions, other? How many partners make sense?

Answer # 4: In principle, the course could be made available to any interested institution that offers post-graduate credit and has a track record for high quality education offered to residents of the Asia and Pacific region. In some respects, this question will be answered by the assessment that will be undertaken during the project. However, initially we would be looking for at least one institution that has a strong track record for high quality post-graduate education in the environment/climate change field and which routinely hosts students coming from throughout the Asia and Pacific region. This, however, does not rule out the possibility that more than one institution could be identified during Phase 1 as being a suitable host for the course.

Question # 5: The deadline for course preparation in Phase II (September 30) is relatively short. Since course design can be done at several levels of specificity, does USAID have an example of a course that conveys the intended level of design specificity? (For example, FEMA's coastal resilience course provides very detailed outlines for instructors, PowerPoint slides with detailed notes for instructors, quizzes, etc.)

Answer # 5: The Phase 2 deadline is somewhat notional at this point and will be informed by the work undertaken in Phase 1. At this point, we would expect that the course would include tools such as notes for instructors and the like that will enable institutions to take the course forward without the need for a lot of additional work. We also would expect the course to be more on the order of a week rather than 2 or more weeks, but the Phase 1 assessment may conclude otherwise.