

**Call for Capacity Statements (CS)
 USAID/Guatemala and OCE Impact Evaluation Scoping for a Citizen Security Activity
 Frequently Asked Questions (FAQ) - *Responses in Blue Font***

1. Status of the Guatemala Smart and Secure Cities (SSC) Activity

- a. Is the SSC intervention already designed, or partially designed, or will the design be defined during the scoping and design phase? *Answer: The SSC intervention is designed. The solicitation for the intervention established the expectation that an impact evaluation would be conducted by an external third party, and that the selected implementer would support the evaluation, including by collaborating with USAID and the evaluation team such as by making adjustments to the intervention once the award is finalized and within the first year of implementation.*
- b. How much of the design of the SSC intervention will depend on the scoping and design phase? *Answer: The SSC intervention design may be adjusted based on discussions with the evaluation team, e.g. to incorporate emerging evidence, and with respect to accommodations that may be necessary for a randomized control trial or quasi-experimental evaluation.*
- c. Is there a possibility to randomize new intervention sites and/or participants (i.e. if the activity has already started, sites or participants that have not previously participated)? *Answer: The SSC activity has not yet started. The randomization of intervention sites and/or participants will be determined following the scoping study findings and selected impact evaluation design.*
- d. Will the start of the Smart and Secure Cities activity be held until after a decision is made on the impact evaluation feasibility and design? *Answer: No, the start of the SSC will not be held; however, the SSC activity is not expected to begin implementation of the crime and violence prevention component of the SSC intervention until after the design/scoping phase outlined herein concludes.*

2. Scoping and Design Phase Activities

- a. Will the selected team be responsible for designing options to evaluate all the intervention components presumably with different expected outputs, outcomes, and target populations, or only one of them? *Answer: No, the research team will be responsible for working with the USAID Mission and IP to understand their primary learning objectives for the crime and violence prevention component of the SSC intervention, and will take that into account while proposing 1-3 evaluation options, in addition to their assessments of feasibility.*
- b. What is the age range of the activity participants? *Answer: The SSC intervention will focus on children and youth who are at risk of being recruited by gangs, including at-risk youth and men. The specific age range will be determined once the target population is identified considering secondary and/or tertiary prevention interventions through the scoping study.*
- c. Is there any travel to Guatemala foreseen for the scoping and design phase? *Answer: Travel to Guatemala for the scoping and design phase is not required or permitted.*

3. Applicant Type and Team Size

- a. Is it possible for applicants to bring on a private sector company as a sub? *Answer: Yes, you can.*
- b. How many team members should we include in the application? *Answer: It is up to the applicant to determine a reasonable team size. What matters most is the multidisciplinary nature of the team and the relevant expertise of team members if the applicant is applying as a team. Please also be cognizant of the budget information outlined in the call for capacity statement.*
- c. Is there a limit on the number of individuals involved if their roles are established? *Answer: No, It is up to the applicant to determine a reasonable team size considering a total of 40-50 work days. In addition, team members must meet the qualifications and eligibility criteria stated in Section C (I & II) with clear roles and responsibilities. Furthermore, what matters most is the multidisciplinary nature of the team and the expertise of team members to identify and assess the feasibility of a rigorous impact evaluation of the SSC activity in Guatemala.*

4. Project Budget

- a. Is it expected that applicants present a detailed budget with each of the evaluation options developed? *Answer: At this time, we are requesting only a high level estimate for the Design and Scoping Phase amounting to approximately 40-50 person days over 3-5 months. The budget for the Impact Evaluation Phase will be determined after the close of the Design and Scoping Phase. Please refer to the Estimated Funding and Timeline for the Design and Scoping Phase section on page 3 [Section B].*
- b. Should we submit a high-level budget on our January 25 submission, and if so, where to include? *Yes, please include a high level budget estimate for the design and scoping phase in Section 2.b: High-Level Workplan and Budget in the revised Capacity Statement Template.*

5. Capacity Statement (CS) Template

- a. The Capacity Statement Template link is not working and can you give us access to it? *Answer: [Please use this new link to access the updated Capacity Statement Template.](#)*
- b. What is the difference between sections C and D in the CS template? *Answer: No difference between sections C & D, and please disregard either C or D. It is an error on our side and we have now rectified it. Sorry for the inconvenience.*

6. Workplan

- a. What should go into the high-level workplan? *Answer: At this point, the high-level workplan should only describe how you would go about doing the design and scoping activity. Please refer to Section IV. Required Documents for Submission (d).*

7. Application Deadline: *Applicants should submit their Capacity Statement and Optional Documents through [Qualtrics](#) on **January 16, 2024 by 5:00 pm EST.***