

## Frequently Asked Questions (FAQ): Call for Capacity Statements - USAID/Eastern and Southern Caribbean and OCE Activity Design and Evaluation Scoping for a Gang Violence Prevention Activity in Trinidad and Tobago, Saint Lucia, and Saint Kitts and Nevis

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1. Could you explain the relationship between the scoping activity and the eventual evaluation activity, particularly concerning the organization chosen for the scoping phase of the project? [Our intent is that the research team engaged in the activity design and evaluation scoping phase will also conduct an impact evaluation, if feasible and pending other factors, under phase II of this award. The activity design and scoping phase aims to help USAID incorporate and contextualize insights from the body of rigorous evidence, including emerging evidence, on violence prevention into the design of the gang violence prevention activity, and to concurrently explore options for an impact evaluation \(recognizing that these will be tentative, given the lack of clarity at this point on what the final interventions and partners will be\). The USAID/ESC gang violence prevention activity—the design of which will be informed by the research team’s engagement—will be procured through USAID’s standard processes. Once an activity implementing partner \(IP\) is selected, the research team will work with USAID/ESC and the IP to further develop an impact evaluation design—suited to the opportunities, constraints, learning objectives, and budget—and to conduct that impact evaluation under phase II of this award.](#)
2. Please clarify what administrative data, an evaluation agency would likely have access to. [This will depend on the activity, once designed, and the ultimate implementing organization.](#)
3. Is it possible for PI to be a consultant organization from another higher institution and not from the contract recipient institution? [The contract recipient institution is allowed to assemble the research team internally as well as collaborate with other institutions or independent researchers. However, we prefer that the team lead/PI be from the contract recipient institution, while the remaining team members can serve as co-PIs or team members. If specific considerations arise, we are open to further discussion on this matter.](#)
4. The RFP states that "The PI’s recipient institution should have the ability to subcontract for data collection through an affiliated university or other institution in the Eastern and Southern Caribbean." What are the implications if the PI is a consultant? [The contract recipient institution will have the ability to subcontract for data collection.](#)
5. Will this LASER research award be structured as a grant or contract? [It will be a cooperative agreement.](#)
6. Who is the Implementation agency? And when do we hope to have them on board? [The Implementing Partner for the gang violence activity will be selected after Phase I concludes—based on the activity design to which the research team contributes. We anticipate an IP will be selected in early 2025.](#)
7. In the Call for Capacity Statement, section regarding Phase 1, point I. its stated that the research team “will travel to the region in early August to meet with the USAID/ESC activity design team and other Stakeholders.” Will the consultations mentioned in July and the week of 26 August also take place in the region, or be held virtually? [We anticipate initial conversations in July to](#)

take place virtually, and have tentatively planned on in-person consultations in Bridgetown from August 5-9. Ideally, at least one member of the research team will be available for in-person consultations in Trinidad the week of August 26, but we can accommodate virtual participation if needed.

8. For budgeting purposes, should the research team plan on traveling to each country for consultations or will they meet stakeholders in one centralized location? and how many? [The research team should plan on traveling to Bridgetown and Trinidad to meet stakeholders.](#)
9. The Call for Capacity Statement lists the anticipated LOE as “approximately 65 person days” on page 3 and “up to 60 days” on page 6. Can you please clarify the maximum LOE days? [Up to 65 days](#)
10. The project documentation indicates a maximum budget of USD 50,000. The documentation also indicates that at least one trip is required to each of the three countries. My question is whether the cost of travel/accommodation is included within this 50,000, or whether it is in addition to this amount? [Yes, the cost of travel/accommodation is included within this 50,000.](#)
11. On page 6 of the Call for CS, it states that the CS and the Research Leadership Team background and relevant expertise should be submitted through Qualtrics, but there is no link to click. Please advise what would be the best method for submitting the proper documents. [Please use the Submit Materials Here button located at the bottom of the call for capacity statement web page.](#) Or use this link [https://purdue.ca1.qualtrics.com/jfe/form/SV\\_9XlxeRQlotLEUgm](https://purdue.ca1.qualtrics.com/jfe/form/SV_9XlxeRQlotLEUgm).
12. I am interested in partnering with other researchers for this project. I would like to inquire if USAID/ESC is open to accepting applications from individuals who prefer to collaborate with other researchers. How should I indicate this preference in my submission? We are seeking Capacity Statements (CSs) from teams of researchers, not individual applicants. [Due to the time constraints of the project, we won't be able to assemble a team from individual applicants. However, if we feel an individual applicant would add significant value to the selected team, we may suggest that the selected research team reach out to the individual to discuss whether that individual would be a good fit for the research team. This would be up to the selected research team.](#)