

# Request for Applications (RFA) Design Input Session



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# Agenda

May 8<sup>th</sup>, 09:40 – 13:00

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08:30 – 09:30 Plenary: Comprehensive Issue Analysis

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**09:40 – 13:00 Issue Analysis Breakout Sessions (4 concurrent 3-hour sessions, by sector)**

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**[Tea Break at 11:00 am for 15 minutes]**

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13:00– 14:00 Lunch

14:00 – 16:00 RFA Design Input Session



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# Introduction

The Request for Applications workshop activity is aimed at defining the scope of the priorities from the previous session. The activity is designed to obtain additional insight into a range of details such as –

- Desired objectives of the effort and related outcomes
- Timing of the impact required
- Technical foundation of the request
- Contacts, collaborators, and partners that may help address the priority
- Potential research pursuits



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# Objective

The objective of this session is for participants in each team to:

- Contribute their experience and knowledge to record important information that will help shape RFAs to specifically address each priority success factor that they believe could advance progress on the session sector if supported through research



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# RFA Template Components

- 1 – Problem Definition:** Concise statement of the specific challenge related to the priority
- 2 – Scope:** Intended beneficiaries of the effort, their geographic location, and quantification of scale of the problem
- 3 – Technical Foundations:** Technical fields or domains that could lead/contribute research to address outlined problem
- 4 – Work-to-date Information:** Past or on-going efforts, known gaps in this work, and any funding sources
- 5 – Cross-cutting Issues:** Dependencies of the stated problem on issues of gender, conflict, or government
- 6 – Potential Contacts, Collaborators and Partners:** Specific individuals, groups, or organizations that could contribute
- 7 – Impact Potential:** Nature of effort, time required, and categorization of anticipated effort as fundamental research, development using established knowledge, or ready implementation of existing knowledge/solutions
- 8 – Potential Research Initiatives:** Specific project ideas or initiatives that would advance efforts to address stated priority

RFA DESIGN INPUT TEMPLATE				
1 - PROBLEM DEFINITION	3 - TECHNICAL FOUNDATIONS	5 - CROSS-CUTTING ISSUES	7 - IMPACT POTENTIAL	
PRIORITY TO BE SOLVED WITH RESEARCH	TECHNICAL FIELDS/DOMAINS TO LEAD RESEARCH	E.G., GENDER EQUALITY, CONFLICT RESOLUTION	TIME TO IMPACT	NATURE OF REQUIRED EFFORT
MOTIVATION				
OBJECTIVES/OUTCOME				
2 - SCOPE	4 - WORK-TO-DATE	6 - POTENTIAL CONTACTS/ COLLABORATORS/PARTNERS	8 - POTENTIAL RESEARCH INITIATIVES	
TARGET POPULATION	PAST/ONGOING EFFORTS/RESEARCH	SPECIFIC ENTITIES THAT CAN ENHANCE IMPACT	E.G., DEVELOPMENT OR APPLICATION INITIATIVES, DATA COLLECTION & ANALYSIS, LITERATURE REVIEW, CASE STUDIES	
GEOGRAPHIC LOCATION	GAPS IN WORK-TO-DATE			
SCALE	FUNDING SOURCES			

Concise statement of the specific challenge related to the priority

Intended beneficiaries, their geographic location, and quantification of scale of the problem

## RFA DESIGN INPUT TEMPLATE

1 - PROBLEM DEFINITION PRIORITY TO BE SOLVED WITH RESEARCH	3 - TECHNICAL FOUNDATIONS TECHNICAL FIELDS/DOMAINS TO LEAD RESEARCH	5 - CROSS-CUTTING ISSUES E.G., GENDER EQUALITY, CONFLICT RESOLUTION	7 - IMPACT POTENTIAL	
			TIME TO IMPACT	NATURE OF REQUIRED EFFORT
MOTIVATION	Technical fields or domains that could lead/contribute research to address outlined problem	Dependencies of the stated problem on issues of gender, conflict, or government		
OBJECTIVES/OUTCOME				
2 - SCOPE TARGET POPULATION	4 - WORK-TO-DATE PAST/ONGOING EFFORTS/RESEARCH	6 - POTENTIAL CONTACTS/ COLLABORATORS/PARTNERS	8 - POTENTIAL RESEARCH INITIATIVES	
GEOGRAPHIC LOCATION	GAPS IN WORK-TO-DATE	Specific individuals, groups, or organizations that could contribute	Specific project ideas or initiatives that would advance efforts to address stated priority	
SCALE	FUNDING SOURCES			
E.G., DEVELOPMENT OR APPLICATION INITIATIVES, DATA COLLECTION & ANALYSIS, LITERATURE REVIEW, CASE STUDIES				

Nature of effort, time required, and categorization of anticipated effort as fundamental research, development using established knowledge, or ready implementation of existing knowledge/solutions



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# RFA Activity Part 1: Team Completion of RFA Design Input Template

Time: 60 mins



Team Discussion

RFA DESIGN INPUT TEMPLATE			
<b>1 - PROBLEM DEFINITION</b> <small>PRIORITY TO BE SOLVED WITH RESEARCH</small>  <small>MOTIVATION</small>  <small>OBJECTIVES/OUTCOME</small>	<b>3 - TECHNICAL FOUNDATIONS</b> <small>TECHNICAL FIELDS/DOMAINS TO LEAD RESEARCH</small>	<b>5 - CROSS-CUTTING ISSUES</b> <small>E.G., GENDER EQUALITY, CONFLICT RESOLUTION</small>	<b>7 - IMPACT POTENTIAL</b> <small>TIME TO IMPACT</small>   <small>NATURE OF REQUIRED EFFORT</small>
<b>2 - SCOPE</b> <small>TARGET POPULATION</small>  <small>GEOGRAPHIC LOCATION</small>  <small>SCALE</small>	<b>4 - WORK-TO-DATE</b> <small>PAST/ONGOING EFFORTS/RESEARCH</small>  <small>GAPS IN WORK-TO-DATE</small>  <small>FUNDING SOURCES</small>	<b>6 - POTENTIAL CONTACTS/ COLLABORATORS/PARTNERS</b> <small>SPECIFIC ENTITIES THAT CAN ENHANCE IMPACT</small>	<b>8 - POTENTIAL RESEARCH INITIATIVES</b> <small>E.G., DEVELOPMENT OR APPLICATION INITIATIVES, DATA COLLECTION &amp; ANALYSIS, LITERATURE REVIEW, CASE STUDIES</small>

## Team Completion of RFA Design Input Template

- Understand the RFA template
- Record any knowledge or experience you have that would improve and/or focus the development of an RFA
- Complete one RFA template per priority from CIA session

# RFA Activity Part 2: Group Improvement of RFA Design Input Templates

Time: 50 mins

RFA DESIGN INPUT TEMPLATE			
<b>1 - PROBLEM DEFINITION</b> <small>PRIORITY TO BE SOLVED WITH RESEARCH</small>  MOTIVATION  OBJECTIVES/OUTCOME	<b>3 - TECHNICAL FOUNDATIONS</b> <small>TECHNICAL FIELDS/DOMAINS TO LEAD RESEARCH</small>	<b>5 - CROSS-CUTTING ISSUES</b> <small>E.G., GENDER EQUALITY, CONFLICT RESOLUTION</small>	<b>7 - IMPACT POTENTIAL</b> <small>TIME TO IMPACT</small>   <small>NATURE OF REQUIRED EFFORT</small>
<b>2 - SCOPE</b> <small>TARGET POPULATION</small>  GEOGRAPHIC LOCATION  SCALE	<b>4 - WORK-TO-DATE</b> <small>PAST/ONGOING EFFORTS/RESEARCH</small>  GAPS IN WORK-TO-DATE  FUNDING SOURCES	<b>6 - POTENTIAL CONTACTS/ COLLABORATORS/PARTNERS</b> <small>SPECIFIC ENTITIES THAT CAN ENHANCE IMPACT</small>	<b>8 - POTENTIAL RESEARCH INITIATIVES</b> <small>E.G., DEVELOPMENT OR APPLICATION INITIATIVES, DATA COLLECTION &amp; ANALYSIS, LITERATURE REVIEW, CASE STUDIES</small>

Team Discussion

## Group Improvement of RFA Design Input Templates

- Examine each RFA Design Input Template created by different teams
- For any success factor on which you have experience, you may annotate the template either directly or through the attachment of a sticky note that could enhance the information already provided