

Title: Fellowship Program Evaluation

RFP No.: 01-CI Fellows-Evaluation

Response to Bidder Questions

Distributed on 4th September 2023

Question	Response
<p>1. For the Friedman Fellowship Program, can you please share more about the leadership training, mentorship, and site visits?</p>	<p>For the Friedman Fellowship Program, leadership training, mentorship, and site visits are integral components. Leadership training equips Fellows with essential skills to drive impactful change. Mentorship pairs them with experienced professionals in the field for guidance and support. Site visits provide hands-on experience, fostering practical application of their research and promoting networking. More information and current Fellows can be found here: https://www.conservation.org/about/fellowships/ann-and-tom-friedman-fellowship</p>
<p>2. Is there an more information you can provide about both the Arnhold and Lui-Walton Fellowships to include expectations and CI supports provided, length of program, etc.</p>	<p>Both the Arnhold and Lui-Walton Fellowship programs offer a unique opportunity for Fellows to contribute to sustainable solutions.</p> <p>Fellows serve 1-2-year contracts, with an annual review to assess progress. They have quarterly meetings with the Technical Fellowship Director and provide written updates for donor check-ins and formal reporting requirements. Fellows must produce at least one tangible product aligned with their Fellowship deliverables at the completion of their term.</p> <p>CI's support includes access to resources, mentorship, professional development, and networking opportunities. The programs provide a supportive environment with clear expectations and access to CI's robust support system.</p>

<p>3. Will the interviews include past participants?</p>	<p>Yes, the interviews will include past participants to gain insights into their experiences and the impact of the fellowship programs.</p>
<p>4. How many interviews are anticipated for each Activity</p>	<p>The number of interviews for each activity will vary depending on the results of initial interviews, but we anticipate conducting a substantial number to ensure comprehensive feedback. Please provide a rate for these interviews in the budget proposal so that we may adjust the number according to budget.</p>
<p>5. There is no mention of focus groups in the activities, but they are part of the minimum requirements – are focus groups to be considered?</p>	<p>While focus groups are not explicitly mentioned in the provided context, they are indeed part of the minimum requirements. Focus groups are important for gathering qualitative insights, and their inclusion should be considered for a comprehensive evaluation.</p>
<p>6. How many individuals have ever participated in each of the Fellowships? How many individuals are accepted into each Fellowship cohorts?</p>	<p>Over 50 individuals have participated in the various Fellowships since 2017. The exact number accepted into each cohort varies based on the specific program requirements for the year and annual budget. On average we maintain 15-20 Technical Fellows, 3-4 Senior Fellows, and 1-2 Distinguished Fellows per year.</p>
<p>7. How are the Fellows selected for each program? Are there applications that can be shared? Are there minimum requirements?</p>	<p>Fellows for each program are selected either through a competitive process or by internal nomination. The application criteria, minimum requirements, and application process are unique to each program. Details about applications will be shared at the outset of the consultancy with the selected bidder.</p>
<p>8. Is there an alumni group? Do you maintain contact with past participants?</p>	<p>Yes, there is an alumni group, and Conservation International maintains contact with past participants, fostering ongoing connections and engagement. Many fellows continue working in their field as CI staff following the completion of their fellowship.</p>
<p>9. What interaction, if any, do the Fellows have amongst the programs?</p>	<p>The cohort of fellows interact through cross-program activities, workshops, and collaborative projects, enhancing the exchange of ideas and insights.</p>

<p>10. Can Fellow surveys be part of the response?</p>	<p>Yes, Fellow surveys can be included in the response to showcase their perspectives and experiences.</p>
<p>11. Could you provide us with the indicative budget for the assignment?</p>	<p>It is against CI's Procurement policy to provide the budget for an opportunity in advance – please provide your best offer based on the scope provided in the RFP and clarifications.</p>
<p>12. Can we include evaluations of fellowship/training programme as previous experience, or will only conservation programmes count?</p>	<p>Evaluations of fellowship/training programs can be included as relevant previous experience, especially if they highlight skills transfer, impact assessment, or program improvement.</p>
<p>13. Does Conservation International have an anticipated target number of interviews and/or focus groups in mind across the four perspective groups?</p>	<p>Conservation International expects the number of interviews and focus groups to align with the comprehensive nature of the evaluation, ensuring a well-rounded perspective – a minimum of 15 is expected.</p>
<p>14. Is there an anticipated timeframe for the evaluation and corresponding activities to be completed?</p>	<p>We anticipate interviews, focus groups, surveys etc. to be gathered and assessed in a 4-6 week window. The recommendations and final report should be submitted within 3 weeks of completing the review.</p>