

Responses to University Disability Services Study Tour RFP Questions – UPDATED 6/1/22

U.S.-Egypt Higher Education Initiative (HEI), Public University Scholarships Program

RFP NUMBER: **Amideast HEI [RFP 18-0002]**

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Question 1. The RFP says that one key program goal is to “acquire knowledge about university policies related to PWD; and the role and activities of a Disability Service Center on a university campus, with exposure to a variety of center models (ideally at more than one university).” Is it expected that study tour participants will visit the campus of another university (or universities) besides the host university during the program, in order to learn about the other disability service center models? Or should representative(s) from other university disability service center(s) be invited to present about their center model(s) on the host university campus or via Zoom?

Answer. There is no requirement to visit another university campus if it does not serve the purpose of the program. We aim for participants from different Egyptian universities (e.g., larger vs smaller or urban vs rural) to be aware that there are multiple ways to run an effective center, and what the similarities or differences are. Visiting other universities is one way (and is likely most impactful) but having guest speakers in person or virtually is also possible if it supports the overall objective.

Question 2. The RFP states that “four staff members from Amideast will also join the study tour.” Should the project budget include accommodations and meals for the Amideast staff members, in addition to the 45 university participants? Should we assume that Amideast staff will join all tour activities, and plan and budget accordingly for site visits, ground travel, and other such logistics?

Answer. Yes, please budget for the logistics (accommodations, meals, transportation, etc.) for the 4 staff members and assume that they will participate in all tour activities.

Question 3. Given the expectations that the host university should arrange translation for all workshops and trainings, and that the host university should split the group for various trainings/activities, should we plan and budget for multiple interpreters/translators to provide services to multiple groups throughout the study tour?

Answer. Yes, please budget for translation for all sessions if there are multiple groups. At this time, we do not know the group’s English language ability, but it is likely that most will be more comfortable in Arabic and a good portion will struggle with program content in English. As noted in the RFP, for less formal activities, the Amideast staff can support by providing informal translation.

Question 4. Will participants have a budget to purchase assistive tools, devices, and/or software while on the study tour?

Answer. No, the participants will not have a budget to purchase assistive tools, devices, and/or software while on the study tour. Later in the establishment of the disability centers, after the participants return to Egypt, the program will purchase assistive technology for the disability centers.

Question 5. If on campus housing is unavailable due to student capacity, and all study tour activities will take place on campus, are nearby hotel accommodations for participants' sleeping arrangements acceptable?

Answer. Yes, a hotel is acceptable.

Question 6. Are the 10 days of the study tour consecutive (i.e. include the weekend)? We were thinking that the 10 days for the study tour would be weekdays and the weekend days would be included for cultural activities in the area. So, 12 days total + travel days.

Answer. Yes, the study tour will be for 10 days (weekdays and weekends), plus travelling days. You can include cultural activities within the daily 10 day schedule.

**Proposals must be received NO LATER THAN Sunday, June 19, 2022,
before 8 am Egypt standard time (UTC+2).**