

1. Training Venue: Will the venue for the training be provided by AECF, or are we expected to arrange this? If AECF will be providing the venue, could you please share the location details?
Yes, AECF will provide the venue. AECF HQ (Nairobi, West End Towers)
2. Participant Feeding: Are we expected to handle the feeding arrangements for the participants during the training, or will AECF take care of this? **AECF will handle.**
3. Application Structure: Is it possible to apply both as an organization and on an individual consultant basis? If so, could you provide guidance on how this should be structured in the proposal? **Both entities can apply. Structure is at your discretion.**
4. Training Materials: Are we expected to provide hard copies of the training materials, or will AECF handle this? **This is a great question, we have not made a provision for this, happy for you to incorporate techniques that will ensure learners gain the best experience.**
5. The TOR refer to 'Proposal Writing Skills'. Is the focus of the training that based on RFP or for a Grant? Or both? **Request for Proposal.**
6. Will the 5-day training be staggered or will be held at once? **2 days training.**
7. How many of the 5-days training is face to face? Online? **2 days training – some participants will join virtually; others will attend as in-person.**
8. What is the budget for the assignment? **Bidders are advised to come up with a budget based on the proposal**
9. How many trainings to be conducted? – **1 cohort spread over 2 days**
10. Scope mentions that the training needs to be provided for 20 participants for 5 days. Please confirm if this is the only training to be provided? **Yes, but for 2 days**
11. Scope mentions In person and virtual sessions. If we need to provide only one in person training of 5 days to 20 participants, please let us know the need for virtual sessions- **the training needs for the virtual attendees are the same as in-person attendees. Some attendees will join the training virtually, this should be scoped in the plan.**