PROPOSAL NAME:

Guidelines for Request for Proposals (RFP)

PROPOSAL CATEGORY:

Process

TEAM DESCRIPTION:

GM.

I am LiveFast9986, the Community Manager for DAOpunks, author of AIP-269 and AIP-366, and member of the BAY•C AREA APES.

I'm here once again trying to be a good part-time contributor to ApeCoin DAO by helping out where I can and do some good for the DAO and the community.

ABSTRACT:

The following is a proposed guidelines and clarity for the how ApeCoin DAO is to conduct a Request for Proposals (henceforth known as RFP).

The recent ApeChain RFP has brought forth a need to adequately explain the conditions and rules governing how an RFP is to be conducted, under what circumstances, and what the voting structure is.

BENEFIT TO APECOIN ECOSYSTEM:

As best understood, there have been three executed RFPs in ApeCoin DAO History:

- An RFP in response to AIP-21 and AIP-22, in which Horizon Labs was selected.

- An RFP for selecting a Cayman Islands Administrator as a result of AIP-196 that was approved and explicitly stated that it would perform said RFP.

- The ApeChain RFP. While the RFP retroactively had the ApeChain Poll/Vote to decide if the ApeChain RFP vote would proceed, it still carried the same weight of whether the ApeChain RFP vote would proceed.

It was during the ApeChain RFP that the community realized that we do not have a proper framework and a understanding of the RFP process and that needed to change. As such this AIP is designed to inform the community and those who wish to pursue an RFP the steps necessary to conduct one.

KEY TERMS:

AIP-RFP Draft Template

PROPOSAL NAME

:

Choose a title that best represents your AIP proposal. It must also indicate that this is a Request for Proposals (RFP).

Note for Admin: Any AIP-RFP should be given an AIP number, but if an AIP-RFP is passed, it will drop its AIP # and be awarded an RFP # in order to indicate that this is a valid RFP that is being conducted.

PROPOSAL CATEGORY:

There are five

different categories to choose from:

Choose Brand Decision

for proposals that the DAO attaches its name to, including projects and collaborations.

Choose Ecosystem Fund Allocation

for proposals about how the Ecosystem Fund should be spent.

Choose Informational

for proposals that suggest changes to the guidelines or that provide information to the ApeCoin community.

Choose Process

for proposals about making changes to any of the ApeCoin DAO decision-making processes. This covers everything from submitting an AIP to the voting process, to the tools and platforms used.

Choose RFP

for proposals that will require the Ape Foundation to conduct a Request For Proposals follow the information set forth in this AIP.

TEAM DESCRIPTION

:

Provide a brief introduction of yourself and your team if you're requesting funding. If you're seeking funding, each team member set to receive funds must separately sign a grant agreement and undergo KYC verification before funds are released.

ABSTRACT:

A brief summary outlining your proposal. This section will be showcased on Snapshot for the community's consideration and should effectively communicate key details about your proposal.

BENEFIT TO APECOIN ECOSYSTEM:

Explain how your proposal will benefit the ApeCoin ecosystem, and how it aligns with the APE Community's core mission and values. This section will be visible to voters on Snapshot.

BACKGROUND:

Explain any history or additional information necessary as to why this RFP is to be implemented instead of as a regular AIP.

PURPOSE FOR THE REQUEST FOR PROPOSALS

:

Explain why the RFP processes is needed. What can or will be achieved that can only be done by an RFP that cannot be done through the normal AIP process?

KEY TERMS:

Definitions of any terms within the proposal that are unique to the proposal, new to the APE Community, and/or industry-specific (optional).

SCOPE OF PROJECT WORK

:

Define the full scope of work so that vendors can know and understand what you are hoping and expecting to receive. Include any technical requirements, restrictions, and goals for the project. If necessary, identify any potential roadblocks that may be relevant.

SUBMISSION REQUIREMENTS (OPTIONAL FOR AIP-RFP)

:

Describe any specific requirements for vendors to know and/or include prior to submission of their proposal.

SUBMISSION EVALUATION CRITERIA (OPTIONAL FOR AIP-RFP)

:

Describe any criteria that will be used to evaluate proposals that have been submitted for this RFP.

BUDGET RANGE:

Summarize how much money can be awarded to the chosen proposal.

RFP Draft Template

If an AIP-RFP is approved, then the formal announcement made by "Ape.Admin", as discussed above shall make an

announcement using the following information from the AIP-RFP and include the additional relevant information:

RFP NAME:

Use the name indicated by the AIP-RFP, preceded by the label RFP-X, where X is the current iteration of RFP's that have been conducted

BACKGROUND:

Copy the Background from the RFP-AIP

PURPOSE FOR THE REQUEST FOR PROPOSALS

:

Copy the Purpose for the Request for Proposals from the RFP-AIP

KEY TERMS:

Copy the Key Terms

SCOPE OF PROJECT WORK

:

Copy the Scope of Project Work

SUBMISSION REQUIREMENTS (OPTIONAL)

:

If there were any Submission Requirements from the AIP-RFP copy that, or if the Ape Foundation determines that there are to be submission requirements then include them here.

SUBMISSION EVALUATION CRITERIA (OPTIONAL)

If there was any Submission Evaluation Criteria from the AIP-RFP copy that, or if the Ape Foundation determines that there are to be submission evaluations criteria then include them here.

TIMELINE

The Ape Foundation shall include a timeline that includes the following information:

- Date and Time in which proposals for said RFP can be submitted

- Length of time for which proposals can be submitted

- Date and Time which is the deadline for proposal submission

- Dates for Community Feedback Period

- Dates in which Voting shall take place

- Dates in which second round of Voting shall take place (if a second round is necessary)

BUDGET RANGE:

Summarize how much money can be awarded to the chosen proposal

Disclaimer (optional)

Include any relevant disclaimer as necessary as determined by the Ape Foundation.

- Request for Proposals (RFP): is a document that announces a project, describes it, and solicits bids from qualified contractors or authors to complete it.

- AIP-RFP: is an AIP that in which the community will determine if the DAO will proceed with conducting an RFP as described within said AIP.

PLATFORMS & TECHNOLOGIES:

- Discourse: The ApeCoin DAO forums, also known as discourse, is the means for which an AIP-RFP is to be proposed, and for which proposal for an RFP are to be submitted.

- Snapshot: The official voting mechanisms of ApeCoin DAO shall be used to determine whether an RFP proceeds, as per the AIP-RFP, and determines what submitted proposal of an RFP shall be chosen.

STEPS TO IMPLEMENT & TIMELINE:

The following are the guidelines for how to conduct an RFP.

- An AIP-RFP is submitted as a normal AIP except that it is to determine whether an RFP proceeds or not. As such, an AIP-RFP will be reviewed initially by the Facilitators in Discourse, and follow the steps and processes as any other AIP would.

- If an AIP-RFP is approved by the community, via Snapshot vote, the Facilitators, Special Counsel, or other members of the Ape Foundation, will make a formal announcement under the "Ape.Admin" on Discourse that details the specifics of the RFP to allow for community discussion.

- An RFP must clearly describe and detail all relevant information to potential authors, including but not limited to, the background for the RFP, the purpose of the RFP, various features or capabilities as part of the RFP, and a timeline for said RFP.

- An RFP has to be approved by the community in a vote or poll using an official ApeCoin DAO space on the ApeCoin.eth Snapshot, as the use of any other space (at the time of this proposal) is not recognized as a binding voting space for any matters related to ApeCoin DAO.

- A proposal submitted in response to an RFP must adhere to the AIP guidelines.

- The time period in which a proposal can be submitted for an RFP shall be at least 21 days.

- An RFP must have at least two proposals submitted, meet all the criteria for said RFP, and be eligible to be voted on, in order for a vote to occur. Otherwise, the proposal that was submitted for the RFP and that is in proper condition for a vote, will be voted on as a regular AIP.

- The Snapshot vote resulting from submitted proposals for the RFP shall include all proposals that are in condition to be voted on. There shall be no "Against", "None of the Above" or equivalent option, as a decision must be made regarding the RFP.

- The Foundation may reserve the right to change or modify aspects of the RFP process as needed.

OVERALL COST:

The overall cost for this proposal is expected to be zero.

FAQS

Why is there no "Against" or "None of the Above option"?

Previous RFPs have been in response to AIPs or a vote that were decided by the community. As such, because the community voted in favor of the AIPs or vote necessitating the RFP, then a decision must be made by the community.

Why list an exception for the time period to which a proposal can be submitted?

The future of Web3 and crypto is uncertain as laws and regulations are always subject to change. It behooves us to be ready and willing to act accordingly should the need arise to keep the DAO operational.

Why is this AIP needed?

This AIP is designed to provide clarity to the community and guidelines for those looking to initiate an RFP. While we can infer certain rules and best practices based on past precedence set forth on the previous RFPs, it is best to have a set of guidelines going forward.