



THE CENTER
at Sierra Health Foundation

**Elevate Youth California
Evaluation Contract Application
Frequently Asked Questions
September 21, 2022**

FUNDED PARTNERS AND ELEVATE YOUTH CALIFORNIA PROGRAM

Q. How many individuals participate in your programming?

A. The youth and young adults who participate in Elevate Youth California programming varies by funded partners (grantees). From October 2020 to November 2021, funded partners reported engaging a total of 11,388 youth. Some partners engage a small number of youth in their programming but they provide more support and engage them for a longer period of time (e.g., cohort model), some partners engage more youth but they may engage them for a shorter period of time and provide less support, and some partners use a hybrid of these approaches.

Q. How many funded partners (grantees) do you anticipate in the upcoming cohorts?

A. We estimate about 250 total funded partners by May 2023. This number is a rough estimate and will be dependent on the amount requested by awarded partners and the potential amendment amount for the Round 4 contract.

Q. Is there a list/map of funded partner locations readily available?

A. Yes, there is a map of the cohorts and the number of funded partners in each of the counties on the [Elevate Youth California website](#).

EVALUATION QUESTIONS

Q. Have you ever/would you be open to utilizing an advisory group for the evaluation?

A. The Center is open to a diverse advisory group as a way to engage key stakeholders to help throughout the evaluation as appropriate and feasible. Note that the California Department of Health Care Services (DHCS) established the [Prop 64 Advisory Group](#) to share emerging trends in youth substance use, make recommendations to DHCS on best practices for youth substance prevention, and provide feedback on the Youth Education Prevention, Early Intervention and Treatment Account-funded program assessment, implementation and evaluation.

Q. The suggested questions are very process and outcome oriented. Have you considered using data in a formative manner?

A. Yes, it is our understanding that process evaluation can be formative. One of the main purposes of the evaluation is to better understand what needs to be improved and how. The Center welcomes additional or revised questions that would be useful as part of the evaluation.

Q. How have the sites/participants been involved/how will they be involved in the use and implementation of evaluation results?

A. As mentioned in the RFP, The Center is committed to equity-focused and culturally responsive approaches to evaluation. We encourage applicants to present their best thinking about how they would engage funded partners (grantees) and participants throughout the evaluation.

Q. Is your reporting cycle for the evaluation reports based on the calendar year, meaning the annual report will cover January to December?

A. Yes, it will be based on the calendar year and on the start of the contract. It is likely that the first annual evaluation report will cover November 2022 through November or December 2023. Note that in addition to an annual evaluation report, we expect feedback on the evaluation activities over the course of the year.

DATA/MONITORING QUESTIONS

Q. What is the quality/consistency of the data that The Center is getting in the EYC-partner reports?

A. There have been inconsistencies in some of the data reported by funded partners (e.g., number and type of prevention activities conducted and number of attendees at these activities). To address these issues with the data reported, The Center's Program and Evaluation teams review the data submitted by partners and follow up with the partners to provide feedback on revisions needed. We look forward to revising the data collection process with the selected evaluation team to improve the data quality and usefulness, and to the extent possible, reduce the burden for partners.

Q. The RFP lists "Reviewing technical assistance materials for partners completing the required reports." Can you provide examples?

A. As part of revising the data collection process, the selected evaluation team will review and provide recommendations on the training resources used by partners to help them complete the reports. You may refer to the [Elevate Youth California website](#) to find recordings of past trainings we have provided for partners on completing the required reports.

Q. Will the evaluator be involved in reporting the monitoring data? How will monitoring/process data be integrated with evaluation data?

A. No, the selected evaluator will not be involved in reporting the monitoring data. Some of the data such as the number and demographics of youth engaged in EYC programming could be used to answer some of the evaluation questions. The idea is to use existing data sources when possible to minimize the burden on the funded partners.

Q. Are the monitoring activities identified on page 4 of the RFP the only activities The Center is requiring for this evaluation?

A. Yes, that is correct.

Q. To what extent are outcome evaluation metrics already incorporated into data collection methods? Does robust baseline data exist?

A. Outcome metrics have not been incorporated into data collection methods. Robust baseline data does not exist.

Q. Do you have existing measurement tools to measure the proximal and distal outcomes you outline in your logic model, or would these tools need to be developed by the evaluator?

A. We do not have existing tools; these would need to be developed by the evaluator.

Q. Does The Center/Sierra Health Foundation have to in turn report about this work to other entities, e.g., the State of California?

A. Yes, The Center submits several reports to the California Department of Health Care Services, including quarterly progress reports and an annual report. We envision integrating some of the findings and learnings from the evaluation in those reports.

BUDGET

Q. Is there is a preference for a deliverables-based budget?

A. That is how we typically set up the payment schedule in our contracts. In some cases, there may be an upfront payment to help get the work started.

PROPOSAL REQUIREMENTS

Q. Would you consider a consultant outside of California?

A. Yes, we will consider consultants outside of California. However, experience working in California is strongly preferred.

Q. What type(s) of experience with the State of California would be especially beneficial for the applicant?

A. While this is a contract to evaluate a program funded by the State of California, experience working with the State is not necessary. Experience working with government entities is preferred, but not required.

Q. Would you like 2-3-page resumes of every member of the evaluation team, regardless of their level of effort and role?

A. We do not need 2-3-page resumes for every member of the evaluation team. However, the role of each staff person should be described in the budget justification.

Q. What are your expectations regarding travel to Sacramento or to grantee sites?

A. Our expectation is that the evaluation team would visit Sacramento if possible. You may consider traveling to Sacramento to engage the staff at The Center early in the planning of the evaluation or to facilitate a learning session. We recognize that it is not feasible to visit all the grantee sites given that we have 185 funded partners.

Q. What level of information are you requesting for the LOI e-mail?

A. Please include the following: organization name, project lead contact information, and brief description of your organization's interest in and experience with evaluating youth programs

ADDITIONAL QUESTIONS

Q. What will the resultant agreement type be?

A. It will be a contract.

Q. What is the probability of a deadline extension to submit the proposal?

A. As of now, we do not anticipate a deadline extension to submit the proposal. If this changes, we will inform you.