Thank you for your interest in working with the Youth and Young Adult Grantmaking Initiative. Below are the questions we have received thus far, please feel free to watch the Bidder’s Conference recording for more detailed answers to the questions below.

1. **Does Baltimore’s Promise prefer to work with a local evaluator?**
   We are open to evaluators from anywhere.

2. **Do you have an idea of how often participatory process meetings with the youth grantmakers will take place?**
   The first five sessions with the youth grantmakers will be every other Saturday starting on May 7th, after which the group will decide on a meeting cadence. How often the evaluation partner meets with the youth grantmakers will follow the young people’s lead.

3. **How often will the youth grantmaking team be meeting? How often does the management team meet?**
   Youth grantmakers will initially meet biweekly on Saturdays through June, after which the group will decide on a cadence that makes sense for them. The management team meets weekly but does not anticipate the evaluation partner needing to join each meeting.

4. **What is the expectation for how often evaluators would meet with the internal evaluation team?**
   We are open to your suggestion on the cadence of the meeting given the budget. We also anticipate times when we’re meeting more often (e.g., before a big data collection push), and other times where it is less necessary.

5. **Will the evaluators be able to attend the Youth Grantmaker meetings virtually?**
   The first five sessions of Youth Grantmaker sessions will be in person (Phase 1). We will record the session, though in-person participation is the priority which may impact the quality of the recording. Other sessions will likely be in person as well, but that will depend upon what the Youth Grantmakers decide.

6. **Do you anticipate in-person site visits?**
   We are open to evaluators’ creativity on how best to approach this work.
7. **Would site visits with youth need to take place in the evenings and on weekends?**
   Yes. The youth grantmakers range from 16-24 so core activities would be happening outside of school hours.

8. **Can site visits be included in the budget?**
   Yes.

9. **Is attendance during the Bidders Conference required to apply?**
   No.

10. **Are all the youth activities going to be recorded to be listened to later, if necessary?**
    Currently, we are anticipating recording the sessions in case of instances where one of the Youth Grantmakers may need to miss a session.

11. **Is the expectation that all youth advisors are going to have similar roles with respect to what their interests are?**
    Once the youth grantmakers have built a similar contextual foundation during the first five sessions (capacity building sessions) they will create their own governance structure. We anticipate that they will then specialize in different parts of the work (e.g., evaluation, RFP creation, grant management, funder-grantmaker partnership, etc.) based on their interests.

12. **Will the recording of this webinar be placed on the website?**
    Yes. You can view the recording and review the slides from the Virtual Bidders Conference on the Baltimore’s Promise website. Links to both are available near the top of the landing page.

13. **Do evaluators need to have experience with other evaluation projects involving co-creation/partnership to apply?**
    Not necessarily. Professional evaluators should already possess a high level of technical skill when they apply. What we have learned is that it is even more important to make sure that everyone understands the approach and why we are doing this project from the beginning, so we should understand from your application how you think about the shared values, equity, and the approach. We have also learned how to be flexible, how to help the evaluation managers come on board, and how to relax our expectations when necessary. Finally, we have learned that there is so much to learn when doing this work.

14. **In terms of the final product, is graphic design something that should be built into the budget or is that something that BP will do at the end?**
It would be great if you could put it into your budget. However, we also have the ability, on our end, to put the final product together and make it presentable. Given that designing can become a hefty cost it does not necessarily need to go inside the budget.

15. Does Baltimore’s Promise plan to publish the evaluation findings on its website or with the community in a more public way?

   We definitely want something that will go on our website and something that we can share with funders and Youth Grantmakers that details who we are and what we have learned. Beyond that we are open to your creativity.

16. Are we interested in an educational piece for the youth advisors on what evaluation is and how it works best? Do we want them to come away with some basic evaluation knowledge, as well?

   We have already put together an Evaluation 101 for the Youth Advisors. We also anticipate that some young people will have an increased interest in learning about evaluation both in general, and as a part of their grant management roles. While we have some internal capacity to provide that, we are open to partnering with someone in that effort.

17. Is there a cadence for data collection within the organization that maps onto the evaluation of this program?

   Please review the recording of the Bidders Conference. Near the end of that session presenters reviewed the program and evaluation timelines. While there is no natural cadence of data collection within Baltimore’s Promise that this initiative needs to follow, there are program dates that are important to be aware of.

18. What existing program data do you have?

   The data that currently exists is from the applications only. We are still vetting youth applicants for a program start date of May 7th. By the time our evaluation partner begins, Baltimore’s Promise will have agendas and documentation from the first, and perhaps the second, youth capacity building session.

19. Is there an opportunity to leverage internal staff capacity to assist in data collection?

   Yes. Please keep in mind that our internal staff will also be involved with programming, and we want to be mindful to create safe spaces during data collection where youth can speak freely. While we do have some staff capacity we are also attuned to when we may not be the best people to be asking certain questions.

20. Do you accept collaborative proposals?

   Yes we accept and encourage collaborative proposals.
21. **Is the amount listed for the budget per year or for the entire project?**

   The budget is for the entirety of the project. The project will begin in May/June 2022 and end in February 2024, with all data collection completed by December 2023. Please see slide 15 in the deck from the Bidder’s Conference for a timeline breakdown.

22. **Does the management team include Baltimore’s Promise evaluation team?**

   Yes, it does.

23. **One of the expected deliverables is a “logic model that explicates the underlying theory of change.” Has a theory of change already been developed or is it expected of the external evaluator to develop it along with the logic model? If a theory of change has been developed, will Baltimore’s Promise share it?**

   The Theory of Change has not yet been developed; this is something that would be done in collaboration with the evaluation team (though the management team has some ideas so evaluators would not be starting from scratch). Please keep in mind that whoever is selected would not be working in a vacuum; we anticipate sharing resources to most efficiently complete the evaluation.

24. **Do you expect remote or in-person engagement for creating the theory of change and data collection?**

   The current plan is to hold hybrid sessions with youth, with an understanding that in-person sessions are the best way to build relationships and work together as a group. We are open to proposals with both remote and in-person elements.

25. **What access will evaluators have to the information gathered by the internal evaluation team?**

   You will have complete access. It’s very important to work collaboratively and we anticipate some efficiencies in sharing resources for both the process and outcome evaluations. For example, there are likely some data collection activities that will inform both the process and outcome evaluations and collaborating on those data collection instruments and implementation will be a “lighter lift” for both the internal and external evaluation teams.