Frequently asked questions for the PPS RFP Afterschool Programs Evaluation

1. *Do you have a sense of the performance period for this work, and, more specifically, the due date for final deliverables described in the RFP?*

   RFP is based on the evaluation of the afterschool programs for the 2022/23 and 2023/24 academic years. The final deliverables due date is approximately 2 months after the conclusion of the 2023-24 school year.

2. *Could you share any information about the target budget for proposals? We'd love to be able to craft something closely aligned with how you all are thinking about the scope for this work.*

   PPS is not currently sharing the budget information for this project.

3. *What school years are within the scope of this evaluation? For example, is PPS interested in exploring Afterschool programs conducted in the 2022-23 school year and/or the 2023-24 school year?*

   Both the 2022/23 and 2023/24 academic school years.

4. *When does PPS seek a final report to be delivered?*

   Approximately 2 months after the conclusion of the 2023-24 school year.

5. *Who is in charge of delivering the after-school programs? Is it a combination of PPS staff and other PPS-approved and community-based providers?*

   Community based afterschool programs providers but there is a community schools coordinator at Central Office. These parties work in conjunction with individual school staff.

6. *Are all 100+ PPS-approved OST programs operated by community partners considered in the scope of this evaluation, or is the scope of this evaluation limited to a subset of programs?*

   PPS suggests that, if possible, all of the programs need to be included in the evaluation. However, we want to see the methodology proposed by the evaluators on how these programs will be included in the evaluation.

7. *Will PPS provide individual-level student outcome data (e.g., regular-school day attendance, standardized test scores) to the research team for both program participants and non-participants?*

   We provide all available individual level data.

8. *Does PPS currently have working mechanisms in place for collecting student Afterschool attendance data for each participating program? Can the district provide assurance that program attendance data will be provided to the vendor on an agreed upon schedule?*

   Yes, we collect attendance via PPS_Cityspan. The assurance will be discussed if you win the bid and sign the agreement.

9. *Can PPS please define "targeted students" as listed in Expectation 2.2 (page 4 of the RFP)?*

   The target students are divided in to 3 major groups: K-5 , 6-8 and 9-12 grades. FYI: Students attended the Afterschool programs at 55 schools throughout Pittsburgh Public School District. They include: Twenty-two K-5 schools, eighteen K-8 and 6-8 schools, nine 6-12 and 9-12 schools, and six special schools

10. *We understand that PPS administers the Panorama Student Well-Being & Social-Emotional Learning (SEL) survey in Grades 3-12. Are these data identifiable at the student level (i.e., connected to a unique student ID)? If so, will these data be available to the selected vendor?*

    Yes, as it is available to the district based on when the surveys are administered.

11. *On page 5 of the RFP, which group and in what context is engagement is being referred to when PPS states, "What is the impact of implementing Afterschool programs on engagement?" Is PPS's interest described here related to Afterschool programs' impact on family engagement, on student engagement in the regular-school-day classroom, or on student engagement in Afterschool programs?*

    Engagement is referred to, including but not limited to:
      a. **Students' engagement in the Afterschool programs.**
      b. **Students' engagement in their regular school day classroom.**
      c. **Afterschool programs impact on stakeholders' engagement including family/guardianship engagement.**

12. *Do participating students in the Afterschool programs have access to computers in order to complete student surveys?*

    Yes, all students have access to computers.

13. *Can PPS share a not-to-exceed budget that can help us develop parameters around the potential scope of work?*

    PPS is not currently sharing the budget information for this project.

14. *Is an electronic signature acceptable on the Signature Page?*

    Yes, e- signatures are acceptable

15. *Will extant administrative and achievement data be available in time to meet the expected deliverable date as they are required to respond to several research questions?*

    We provide all available data. The details will be discussed if you win the bid.

16. *What are the selection criteria and/or target populations for program participants? Is the program a whole-school model, is it only administered within specific grades/classes, or is it based on individual criteria?*

    Need based enrollment criteria. A needs assessment was done, with schools suggesting students for the programs and the provider inviting students. This will vary by school.

17. *What comparison pools are available from which cases can be matched to participants for comparative impact analyses?*

    Students attended the Afterschool programs at 55 schools throughout PPS. They include: Twenty-two K-5 schools, eighteen K-8 and 6-8 schools, nine 6-12 and 9-12 schools, and six special schools.

18. *Social and emotional wellbeing is mentioned as a student outcome. Is PPS currently administering an instrument through which this outcome is being measured? If so, is it a locally developed instrument and is it administered districtwide or only to specific populations?*

    SEL survey was administered, and we will work with the internal team that administers this survey.
    Social Emotional Learning Assessment | Panorama Education

19. *Are there any languages other than English that the evaluator should consider for primary data collection activities (e.g., focus groups, key informant interviews, surveys)?*

English is the main instructional language. However, more than 50 different languages and dialects are spoken in Pittsburgh Public Schools.

20. *Should figures, charts, and tables be inserted within the 10 to 20 pages of response text, or should they be provided as attachments?*

That is the choose you will make how to structure your proposal.

21. *Does PPS have a preferred vendor for the three security clearances enumerated in the RFP?*

No.

22. *Longevity of programs: Did the afterschool programs start in 2021 with ESSER funding or were they pre-existing that funding? And, will they all still be in operation through the 2023-24 school year? Over what school year(s) do you expect evaluations to study impact on outcomes?*

Most schools had existing programs before the ESSER funds. Some of the existing organizations may have used the ESSER funds to expand. But the RFP is based on the evaluation of the afterschool programs for the 2022/23 and 2023/24 academic years that are funded through ARP ESSER only.

23. ***Program types/model:*** *The provider RFP mentions school day and afterschool activities. Would this evaluation focus on both types of programming or just afterschool? Also, can we assume summer programs are not included? The RFP does not seem to specify a particular program model but can you confirm that this is the case?*

This evaluation is solely for Afterschool programs. Summer schools are not included.

24. *Enrollment criteria: How do youth get involved? Is enrollment open or are there criteria or priorities for enrollment?*

Need based enrollment criteria. A needs assessment was done, with schools suggesting students for the programs and the provider inviting students. This will vary by school.

25. *What data is available for understanding program enrollment and participation?*

Attendance

26. *What SEL outcome data is available? We noticed a new survey on your website that is being administered this year. Is that survey anonymous or could it be tied to student enrollment and participation in afterschool programs?*

   Yes, we will work with the internal team that administers this survey, but there are responses based on individual student ID.

27. *Do you have any data on the quality of afterschool programs from any coaching or monitoring that has been done?*

   Not sure, I think the answer is NO since I never came across one.

28. *Can we access the implementation plans and other proposal documents as part of the evaluation?*

   The availability of implementation plans varies by school & provider, so at this time we cannot guarantee access to all the plans or if they even all exist.

29. ***Implementation research:*** *In terms of the school-by-school reports, to what extent are you expecting Context, Input and Process data in those individual reports?*

   We would like the school-by-school report in the evaluation at least divided into 3 parts/reports: a) for K-5 schools combined, b) 6-8 grades combined, c) 9-12 grades combined reports. If there are special results for a specific school including recommendations, then we want to know that. If the recommendation holds for all schools, then that will be stated.

30. *I'd like to clarify the reports that you will need from this research. In the milestones table, it lists a context/input report, process report, impact report and final report. In the deliverables list, school specific reports and a final report are listed but not the separate context/input, process, and impact reports. Can you clarify if you would like reports at the different stages of the evaluation?*

   Yes, we would like to get an update at different stages of the evaluation depending on the timeframe you propose. We also need to get a combined one final report at the end of the evaluation.

   Regarding school-by-school report, we expect at least three parts/ reports for a)K-5 grades, b)6-8 grades and c)9-12 grades.

31. ***Timeline and budget:*** *Are there any parameters you can share on these elements?*

   Timeline and budget are part of the proposal. Please refer 3.6 on page 8 of the RFP (FYI).

32. ***Report:*** *Will the final evaluation report be public?*

   Yes.

33. Per section **3**.8 Organization's background summary on page 10 of the RFP, the background summary must be no more than one page. We have two questions around this:

(a) *Can an appendix be added to provide additional background information?*

Yes.

(b) *If a proposal is submitted with a prime contractor and two subcontractors, can each firm use one page maximum for their background summary (totaling 3 pages)? Or should the summary of all organizations be on one page?*

You may use one page for each organization provided that the total pages do not exceed 20 pages.

34. *For the Panorama Student Well-Being & Social-Emotional Learning (SEL) surveys in Grades 3-12, we now understand that this survey data is available to the district based on when the surveys are administered. However, we are still unclear as if these data are linked to a student ID. Could you please clarify if these data are identifiable at the student level (i.e., connected to a unique student ID)?*

We are still waiting to hear back from the internal team who administered this survey to get some clarification on this.

35. *Thank you for providing information around the access to computers for students participating in afterschool programs. Could you please clarify if this access is specifically during the afterschool program (so that students can potentially answer a short electronic survey during their afterschool time), or is the access to computers during the typical school day?*

Students have access to computers during their Afterschool and regular time.

36. *Will combined bids from multiple partner organizations be accepted? We ask this question because of Submission Requirement 4.b (page 11 of the RFP). We are clarifying Question 1 related to the questions we submitted on Friday, March 10 under **Questions Related to General Submission** to RFP. To provide more information, for this proposal, we are partnering with two organizations (University of Pittsburgh and University of Southern California) to conduct this evaluation. The specific responsibilities and roles of these organizations will be clearly described in*

the proposal. Section 4.b. on page 12 of the RFP requires proposers to state that we will not outsource any of the analysis and work associated with this project. If we are submitting one proposal, with Gibson as the primary evaluator, do you qualify this as outsourcing the work?

No, as long as you specify how much time these two organizations will be working on it, and you also need to clearly identify the specific roles and responsibilities of these organizations/bidders.