



Your Shot Texas – The Texas Equitable Vaccine Uptake Fund
REQUEST FOR PROPOSALS FOR THIRD-PARTY EVALUATION
PROPOSALS DUE: WEDNESDAY, JUNE 15, 2022, BY 5:00 P.M. CDT

Background

The **Your Shot Texas - Texas Equitable Vaccine Uptake Fund** (the Fund) was created as a pooled grant fund to support community-facing groups around the state of Texas to address COVID-19 vaccine hesitancy and barriers to access. The Fund is a collaborative with 22 participating funders and through three funding rounds has disbursed more than \$3 million in funding. Efforts focus on at-risk and historically marginalized populations, including people of color and under-resourced rural and urban communities. Grantees of the Fund are organizations with existing relationships in these communities. Grants support outreach and engagement activities meant to directly result in an increase of vaccination rates among the people whom the organizations serve. In addition, grantees increased and incentivized access to the COVID-19 vaccine through partnerships and making immunization opportunities more readily available.

Your Shot Texas has awarded 54 grants to 35 unique nonprofit partners that are mobilizing a total of 188 community organizations working on vaccine-related projects across the state. So far, those groups have directly reached more than 500,000 Texans in 98 counties with information to improve COVID-19 vaccine *confidence*. To date, almost 20,000 people have received a first or second dose of the vaccine because of vaccine *access* efforts by nonprofits supported by *Your Shot Texas*. Nearly two-thirds (63%) of those vaccinated were people of color and 95% of individuals who received vaccines were from low-income families.

Three organizations led the way to create the Your Shot Texas Fund in early 2021 – Episcopal Health Foundation, the Meadows Foundation and Methodist Healthcare Ministries. In addition to supporting equitable uptake of the COVID-19 vaccine, the group was interested in building systems that could be used for future collaborative efforts by Texas philanthropic organizations.

The Greater Houston Community Foundation serves as the fund administrator. GHCF receives and manages the contributions as well as administers the grant making and reporting processes. GHCF manages the data provided by grantees through periodic reporting. In addition, GHCF issued two interim reports for funders and will compile the data for a final report as well.

Additional overview information related to the Your Shot Texas Fund is attached and can be found on this [Your Shot Texas website](#).

Evaluation Purpose & Questions

The purpose of the evaluation is twofold. The YST Fund leadership would like to engage an external consultant to conduct a retrospective evaluation to assess the process to create and manage the fund. In addition, the leadership would like further analysis of the impact of the Fund's activities and grant investments for the intended beneficiaries (historically marginalized and difficult to reach individuals and communities).

Process

For the process portion of the evaluation, the leadership proposes a qualitative approach that includes an estimated 15-20 interviews with of the Governing Committee members, participating funders, the fund administrator and grantees. The process evaluation should:

- Document the process used to develop the fund.
- Evaluate the value of the approach as well as the facilitating factors, barriers, and opportunities that were explored and experienced.
- Capture key lessons learned including notation of elements worth replicating and which may need to be changed.
- Include perceptions and experience of the Governing Committee and participating funders.
- Share analysis of the structure's ability to serve as "standing infrastructure" for philanthropy to use in other instances where a philanthropic collaboration (statewide or multi-region) may be helpful.
- Determine how might we consider the use of philanthropic funds to complement and/or leverage state/federal funds effectively for similar efforts in the future. See *Texas A&M University Health Science Center Partnership* noted below.

Outcomes/Impact

The outcomes and impact portion of the evaluation should focus on the grant investments and grantees' results. This section would include qualitative and quantitative components. The analysis would include the following:

- **Did the YST Fund's philanthropic investment make a meaningful difference in COVID-19 vaccine hesitancy and uptake efforts for the target populations?**
 - What investments did the YST Fund make?
 - What did these investments enable that would not have been otherwise possible?
 - To what extent were collaborative grants an effective approach to leverage resources and align efforts?
 - How did this differ working in rural areas vs. urban areas?
 - How did this differ among other subgroup populations (for where we have sufficient data)? (e.g. BIPOC vs. non-BIPOC, immigrant/non-immigrant communities)?
- **What outcomes/impact did grantees have to overcome hesitancy and increase access to the COVID-19 vaccine among target populations?**
 - What did the grantees set out to do?
 - What was accomplished?
 - What tactics did they use to increase confidence and uptake?

- Which tactics worked best?
- What did we learn about a trusted messenger approach?
- How did those tactics differ in urban vs. rural areas?

Ideally, the evaluator would conduct a deeper analysis of the raw data collected by GHCF from grantees and interview a sample of grantees (5-7 organizations). Considerations for segmenting data will be discussed with the evaluator (i.e. separate by use of the trusted messenger approach, events versus one-on-one engagements, use of social media, segment analysis by rural vs. urban, type of subpopulation served, etc.).

Additional Considerations

The Your Shot Texas Fund has two additional elements that may be worth highlighting and that apply to both the process and the impact components.

- *Texas A&M University (TAMU) Health Science Center Partnership.* We provided grant review team members for both rounds of the TAMU grant program that aimed to award approximately \$20 million in federal funds originating from the Centers for Disease Control and Prevention and flowing through the Texas Department for State Health Services to the university. The Fund earned approximately \$50,000 in revenue toward the YST Fund administrative costs.
 - *Evaluation questions:* What worked? What did we learn? What would we do differently? How did the work of the YST Fund grant evaluators help this CDC funded grant program?
- *YST Peer Network facilitated by Houston in Action, a peer grantee.* Though launched in the later part of the Fund’s work, it is being embraced by participants and may offer some key lessons.
 - *Evaluation questions:* What value did this peer network bring to the grantees? Would we want to do it again? What is the likelihood of this network leading to/contributing to a broader collaborative effort across the state by organizations serving marginalized and underrepresented communities? What gaps do we need to address for next time?

Project Scope

The Your Shot Texas Fund seeks a third-party evaluator to conduct a review and analysis of the process to create and manage the fund as well as of the impact of the grant investments and grantees’ activities.

The evaluator will gather information from the Governing Committee, participating funders, fund administrator, facilitator and grantees of the fund.

Output and client data from the grantees will be provided to the evaluation team for review and analysis.

Proposed Timeline

May 18, 2022	RFP Issued
May 25, 2022	Information Meeting for Interested Respondents 3:00 P.M. – 4:00 P.M. CDT Register in advance for this meeting: REGISTER - YST RFP Info Session Recording will be available after the session.
June 15, 2022	Responses Due
June 30, 2022	Notice of Selection (estimated)
July 15, 2022	Estimated Contract Start Date
July – November 2022	Evaluation Work Conducted
December 12, 2022	Final Report Submitted (estimated)

Deliverables

The deliverables include:

- a final report of data analysis, key findings and illustrative stories that will be shared with all of the funding partners;
- an executive summary that may be shared publicly; and
- presentation and discussion of the report with the Governing Committee of the YST Fund.

Budget

The anticipated budget for this evaluation is between \$35,000-\$65,000. The Fund leadership encourages proponents to design a budget that allows for prioritization of scope elements.

Methods

Proponents should recommend methods based on their understanding of the evaluation questions and scope. The YST Fund anticipates the evaluation likely will require the following:

- review of existing program and process materials,
- interviews of key informants,
- review of data on funds granted and grantee outputs as well as people reached and served, and
- summary analysis of relevant output data.

Evaluator Requirements

Successful candidates may be individuals or teams. Proponents need not be based in Texas but should have familiarity with and relevant experience working on projects in the state.

Proposal

Proposals should address the following:

- Content experience
- Methods experience
- Current capacity
- Proposed evaluation approach
- Project management
- Budget (modular to inform decision-making around a narrower scope if necessary)
- Team composition with proposed roles
- Subcontracting arrangements
- Resumes for team members who will perform work on the project
- One to two examples of written products/reports.

Submission Process

Proponents will submit responses to the RFP via email to Amanda Timm (Amanda.timm.713@gmail.com) by 5:00 P.M. CDT on JUNE 15, 2022.

Proponents may also send links to files stored in cloud locations.

Questions may be directed to Amanda Timm via email.

Selection Process

A team comprised of members of the YST Governing Committee organizations, fund administration team, and the YST Consultant will review the proposals and make a recommendation to the full Governing Committee for a consensus decision.

Proposal Scoring

Criteria	Score
Overall Impression	10 points
Understanding of Need	10 points
Budget	20 points
Experience	20 points
Approach	40 points
Total	100 points

ATTACHMENT: Your Shot Texas Fund Overview