

**Discovery Evaluation  
Engaging Sites in the Discovery Intensive Site Study**

<b>QUESTIONS</b>	<b>RESPONSES</b>
1. How many Discovery communities will be included in the Intensive Site Study?	We will be partnering with a total of six (6) communities for the Intensive site study.
2. Are all Discovery communities eligible to apply to be part of the Intensive site study?	Yes. We will choose six from among those that apply. Please see question 8 for more information about how we hope to choose the six.
3. What is the goal of the Intensive Site Study?	<p>The Intensive Site study is one part of the overall evaluation. Its goal is to provide feedback to Discovery communities and GMF on accomplishments and challenges that can help people do their work better.</p> <p>In-depth information from a small number of Discovery communities will help to answer the following types of questions:</p> <ul style="list-style-type: none"> <li>• How do some Discovery communities put into practice the Initiative’s focus on collaborative values, practices and actions, community (including parental) engagement and decision making and other key aspects of Discovery’s approach to improving children’s outcomes?</li> <li>• To what extent, and in what ways, do the main values and components of Discovery (collaboration, community engagement, parent engagement and leadership, etc.) make a difference to the results?</li> <li>• What factors facilitate/hinder the work?</li> <li>• How do Discovery communities build capacity to manage and affect change and to sustain the work over time?</li> </ul>
4. How does it fit with the rest of evaluation?	<p>There are five parts to the Discovery evaluation. As noted below, the first four are research studies about the Initiative. The fifth is technical assistance that the evaluators can provide.</p> <p>The four research studies are:</p> <ul style="list-style-type: none"> <li>• The intensive site study which will be an in-depth study within six communities;</li> </ul>

QUESTIONS	RESPONSES
	<ul style="list-style-type: none"> <li>• The cross-site study which will look at some information across all of the sites, but in less depth than the intensive study</li> <li>• The policy study which will look at policy actions at the local, regional and state levels and the capacities being built to support policy actions within the Discovery communities, among other Memorial Fund grantees and at the Memorial Fund.</li> <li>• The Initiative study which will look at the supports being offered by the Memorial Fund and through technical assistance.</li> </ul> <p>Information from the Intensive site study will help us interpret the information from all of the others studies, just as information from those other parts of evaluation will help the partners in the Intensive site study understand more about their work.</p> <p>The fifth part of the evaluation is technical assistance. The evaluation team will provide workshops and other supports to some interested communities that want to build their own capacity to do evaluation. This will be coordinated through the technical assistance work that Morrison Downs Associates oversees.</p>
5. What's in it for the Discovery collaborative group and participants	<p>We hope you will get a lot out of participating because you will have a chance to look at your own work in depth, with the support of the other five communities in the Intensive site study and the evaluation team.</p> <p>You will also be getting feedback each year that should be useful, and some additional materials that you can share with your community. Some collaboratives also like the extra visibility being chosen and participating in this kind of study brings them. Some members of your collaborative may also welcome the chance to engage with their peers in other communities on Discovery issues, challenges and innovations.</p> <p>We also hope that as a community of learners, we will have some fun.</p>
6. What's in it for our community (parents, children, others)	<p>One benefit could be the extra learning that can strengthen your work. Another could be the extra spotlight on your community's interest and efforts to improve things for children and families. Another might be the chance for people in your community to help inform and shape the overall Initiative as well as the work in your community.</p>
7. What's involved?	<p>We would expect the communities in the intensive site study to:</p> <ul style="list-style-type: none"> <li>• Year 1 – host a site visit of two days (during the site visit, the evaluation team will conduct interviews and possibly focus groups and observe a collaborative meeting)</li> <li>• Year 2 – send representatives to a convening of one day</li> </ul>

QUESTIONS	RESPONSES
	<ul style="list-style-type: none"> <li>• Year 3 – host a site visit of two days</li> <li>• Year 4 – send representatives to a convening of one day</li> </ul> <p>In addition, participation would include:</p> <ul style="list-style-type: none"> <li>• Planning for site visits</li> <li>• Participation in up to two conference calls per year</li> <li>• Preparation for these activities. This may include some data collection, conversations in your community and/or having your Discovery group or other stakeholders reflect on some issues and questions in advance of the site visits and convenings.</li> <li>• Willingness to talk with candor in the group, and share across the Initiative, about, for example: <ul style="list-style-type: none"> <li>○ What it takes to make real change – how to identify real change in the midst of doing the work</li> <li>○ What works and what doesn't in terms of your processes, strategies, outcomes</li> <li>○ Feedback on the Initiative level activities (Memorial Fund, TA, evaluation)</li> </ul> </li> <li>• Willingness to serve as informal advisors to the other parts of the evaluation, for example: <ul style="list-style-type: none"> <li>○ Pilot test or comment on surveys going to the communities about the Initiative, outcomes, etc.</li> <li>○ Review data and help interpret -- for example, why are some cross-site outcomes easier to achieve than others, extent to which support from regional or statewide grantees is helpful or not and why</li> </ul> </li> </ul>
<p>8. How will the six communities be chosen?</p>	<p>Our goal is to learn as much as we can about Discovery from a very small number of communities.</p> <p>From among the interested communities, we are hoping to partner with six communities that, taken as a group, meet the following criteria:</p> <p>Across the six, all four Discovery objectives covered</p> <p>At least one major urban area</p> <p>At least two that are racially/ethnically diverse, with a sizeable population of children of color</p> <p>At least two that are far enough along in the implementation of strategies that they are likely to be able to observe changes in child outcomes by the end of the Discovery evaluation period</p> <p>At least two that are working on policy strategies at the local or state level as a major piece of their work</p> <p>We are reviewing the plans that Discovery communities submitted this year, along with demographic data</p>

QUESTIONS	RESPONSES
	<p>from other sources, to understand how they might match these criteria.</p> <p>If possible, we will also give preference to communities that are collecting data to track their outcomes (based on completed data survey forms)</p> <p>We are also asking the liaisons, Memorial Fund staff and Morrison Downs Associates to provide information about the extent to which communities meet these criteria.</p> <p>Once we have all of this information and we know which communities are interested, we will look for groups of six that meet the criteria and reflect the range of Discovery work.</p> <p>As you can see, it's really a subjective process, and will depend a lot on which communities express their interest.</p>
9. What are the chances of being asked to participate if we apply?	It depends completely on how many communities would like to be considered. But it's important to keep in mind that we can only partner with 6 from among all 49 Discovery communities.
10. Are there any consequences if we decide not to apply	No – there are no consequences if you choose not to apply, either from the perspective of the Memorial Fund or the evaluators. You should apply only if you think it makes sense for your community. We don't expect every community to think this makes sense for them.
11. How much should we engage the community in the process of determining whether or not we want to be part of this before we know we are one of the six?	We do not necessarily expect that you would do a broad community engagement process at this point – there isn't time and we would not want you to raise a lot of expectations in case your community does not end up being able to participate. On the other hand, we hope you will be sure that the key members of your Discovery group and other community stakeholders, including some parents, want to be part of the study.
12. If we are one of the six communities, will we be involved for the whole length of the Discovery Initiative?	Yes – we would expect to want to partner with you for all four years of the Discovery evaluation, and we hope your community will want to continue the partnership with us as well.
13. What is the role of our liaison in the Initiative study?	<p>We are still working out the details with the liaisons. But at this point, we hope that the liaisons of the six communities will participate in some of the conference calls and convenings for the Intensive site study. As key members of the Discovery team, we may also ask them to help identify issues to explore in the Intensive site study and to help you prepare for site visits and convenings.</p> <p>We are certainly open to your thoughts about their role as well.</p>
14. How should we let you know if we are interested?	<p>By completing a brief form and emailing it to Sally Leiderman at <a href="mailto:sleiderman@capd.org">sleiderman@capd.org</a>. The form is attached to this packet, and it is also available on line at the Discovery website.</p> <p>The form asks you to indicate that your Discovery group is interested in participating, information that</p>

<b>QUESTIONS</b>	<b>RESPONSES</b>
	<p>would help us see which criterion you meet (your Discovery objectives, policy agenda, etc.) and what you hope to get out of participating.</p> <p>It also asks for contact information.</p>
15. When are these forms due back to you?	As soon as you like, but no later than May 12, 2005.
16. When will you let us know which communities are being asked to partner in the Intensive Site Study?	We hope to contact communities that expressed interest in the first week of June. At that time, we will let each community know the results of our review and whether or not we are asking them to participate. Once the six have confirmed their participation, we will post the list on the Discovery website. We hope that information can be posted by the second week in June 2005.