Structure and Approach for Year 1 Report

Avi Alpert, ACDEB Rapporteur

August 2021

Guiding Principles for Report Design

1. Fulfill statutory requirements

2. Convey actionable, near-term recommendations to OMB

3. Inform OMB and the public as to how the committee has drawn its Year 1 findings and will develop Year 2 recommendations

4. Facilitate the drafting process recognizing the timeline and need for Committee consensus

ACDEB
Advisory Committee on Data
for Evidence Building

Core Report Sections

- Executive Summary – Covers Background, Key Findings, Near- and Mid-Term recommendations as well as Year 2 Scope and Plan

- Vision for the NSDS

- NSDS Governance and Accountability

- NSDS Technical Infrastructure

- NSDS Role in Capacity Building

- Legislative and Regulatory Needs

- Addressing Data Needs Across Government Levels

- Year 2 Roadmap

- Appendices: Committee Charter, Membership, & Process; Subcommittee Structure and Decision Criteria; Meeting Notes Compendium; Meeting Presentations; Public Comment Summary

- Each section corresponds to a subcommittee's focus area
- They all will be structured the same:
  - Define the Scope
  - Initial Findings and Recommendations
  - Case studies (which illuminate the problems or desired benefits)
  - Pilot programs (which validate potential solutions)
    - Any concluded for year 1 report
    - What is being monitored in year 2

To facilitate the drafting and review process we can align sections to our subcommittee structure

ACDEB
Advisory Committee on Data for Evidence Building

Drafting and Compiling the Report

- Subcommittees will provide the core content, in whatever form they are comfortable with, for their sections

    – Coordinating Committee will 'own' the Vision for the NSDS and Year 2 Roadmap
    – We have begun asking Subcommittees for their preference between compiling the initial content outline/draft or asking staff to use the current subcommittee minutes as the basis for an initial draft
    – Avi will use their content to draft the prose, obtain their sign-off and then circulate sections among the full committee
    – Committee members will provide feedback, Avi will synthesize feedback, and any competing ideas will be taken to the Committee for vote

- Avi will compile the appendices and draft the Executive Summary

    – We will begin by drafting initial findings describing how the ecosystem has changed since the Commission's report (most notably due to the passing of the Evidence Act)

- We will incorporate a mechanism for public comment into the Year 2 plan

ACDEB
Advisory Committee on Data
for Evidence Building

Suggested Report Drafting Timeline

- By September 3rd : First draft outlines provided to each subcommittee and coordinating committee

- September 7th to September 17th: Iterative review of the outline and initial report drafts

- September 20th to October 1st: Iterative development, review, and subcommittee consensus on draft sections

- October 4th:First report draft provided to full Committee for review

- October 22nd:Final consensus edits submitted by Committee

- October 29th:Year 1 Report completed