

Performance.gov

Status Report (10/11/2017)

18F

Table of Contents

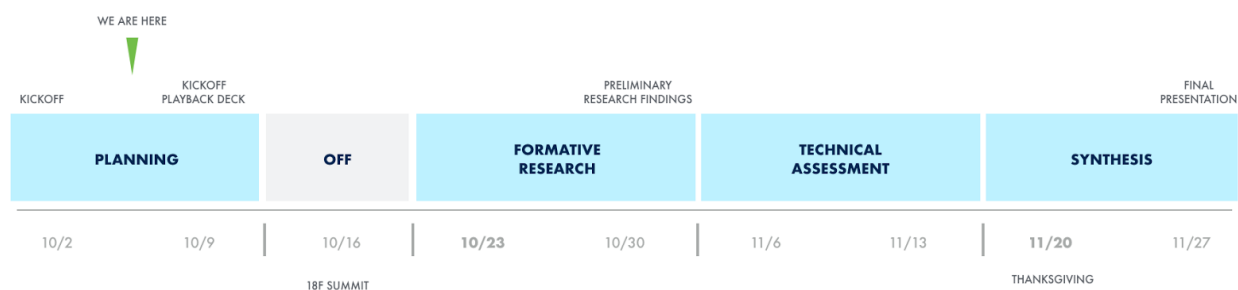
1. [Overview](#)
2. [Timeline](#)
3. [Summary of Activities:](#)
4. [Open Issues:](#)
5. [Key Risks](#)

Overview

Thank you for sharing your time and perspectives at our kick-off last week in Washington DC. The following **report will be updated and emailed to the team every Wednesday**. We will also schedule a conference call **Wednesday afternoons** to discuss this report in more detail.

Project Approach

Below is a high-level timeline of the project approach and key milestones. **The project approach consists of four phases, each approximately 2 weeks in length.** Since the goal for this engagement is to reduce uncertainty and recommend next steps, we will prioritize our activities around the highest value learning opportunities given the timeline and budget available.



Note: This proposed timeline is based on our budget and will be revised as needed.

We are currently in the **planning phase**. In this phase we will take the inputs from kickoff to develop **key learning objectives** for our investigation. Our team will be offline the week of 10/16 for an organizational event, but when we return, we will begin our **formative research**. In this

phase, we will conduct interviews with a wide range of stakeholders to better understand current state needs, opportunities, and limitations. Based on what we learn from these conversations we may also conduct a series of **lightweight technical investigations** to inform our perspective around what is possible. During the last two weeks on our engagement, we will synthesize our findings and present a final report.

Summary of Activities:

Last week, the 18F team completed its kick-off meeting and accomplished the following:

- Facilitated a workshop with PIC executive team and OMB (PPM) staff to:
 - Align on project goals, expectations, and limitations.
 - Develop a clear sense of the current state & future vision.
 - Understand how we'll work together as a team.
 - Identify key questions & next steps.
- Conducted six separate, in-depth, individual and group interviews with PIC and OMB staff.
- Reviewed relevant documents and reports provided by PIC and OMB staff.

This week:

- **We've developed a project plan (this document) outlining our project plan and communication strategy.**
- Provided PIC staff direct access to our team via [Slack channel](#)
- Provided PIC staff access to our project management tool, [Github](#), to provide visibility into our work.
- We are currently synthesizing our learnings from the kickoff. A report with our findings will be **provided to PIC staff by Oct 16th, 2017**.
- We will continue to review relevant documents and reports provided by PIC and OMB staff.

Pending Issues:

□ **PIC:** The 18F teams requires introductions to stakeholders and the agency staff that use performance.gov to publish their reports. PIC will need to help schedule meetings so we can begin conducting interviews by the week of Oct 23rd, 2017.

□ **PIC:** During our interview with PIC Executive Director, Jenny, recommended we review [BRIEFING TO THE COUNCIL](#), an extensive report based on prior research. We will need access to this report before Oct 16th, 2017.

□ **18F:** A report with synthesizing our findings will be provided to PIC staff by Oct 16th, 2017.

Key Risks

- **Managing expectations:** PIC has expressed interest in focusing 18F's work on the presentation of information instead of reviewing the processes for agency staff. In order for 18F's approach to work effectively, we will require autonomy in our investigations and allow the research to lead the process.
- **Agency Cooperation:** Our initial assessment has revealed a complex interaction between PIC and the agencies they work with. Lack of cooperation by agency staff will put this engagement at risk.

Further Readings

A series of links that the team may find valuable:

- <http://mikebracken.com/blog/the-strategy-is-delivery-again/>