

DPI Confidential Data Application

Enter the information below to submit an application for **confidential data** to the Wisconsin Department of Public Instruction (DPI). This application is designed to assist in reviewing confidential data requests for purpose, scope, and compliance with data privacy and confidentiality required by federal and state law. Please fill out the application as thoroughly as you can so DPI can effectively evaluate the application submittal and determine the action to pursue. If the application is approved by DPI, the application information will be used to create a Data Use Agreement between DPI and the Requestor.

Each individual and/or organization must agree to the following confidential data responsibilities.

- Agree to and execute a Data Use Agreement (DUA) if the application is approved
- Provide and maintain accurate and complete responses on the application and promptly notify DPI of any change(s)
- Maintain up to date data recipient(s) information with DPI and, if necessary, reflect any transition within fifteen (15) days
- When a change is required to an existing DUA, promptly submit to DPI the appropriate information for renewal, modification or extension
- Safeguard the integrity of the data received and comply with all applicable federal and state laws for protecting its privacy and security
- Ensure that DPI breach notification and response procedures are followed in the event of potential or actual loss, theft, or compromise of data as outlined on the DUA
- Adhere to DPI Pupil Data Policy requirements, if applicable
- Destroy all personally identifiable data connected to the DUA and submit the DPI Data Destruction Certificate to DPI as outlined in the DUA expiry process or when the data are no longer necessary, whichever comes first

NOTE ! Do not submit any Sensitive Personally Identifiable Information (SPII) through this form. For a list of SPII examples [click here](#) .

Contact and organization information for the confidential data application.

First name *

Matt

Last name *

Cooper Borkenhagen

Phone number *

(408) 386-7161

Any phone number format will do, but include your area code like: 920-555-1212

Email address *

cooperborken@wisc.edu

Organization Name *

Wisconsin Literacy

Enter the name of the organization for the purpose of this application.

Organization Address *

211 S Paterson Street
Suite# 260
Madison, WI 53703

Enter the organization's address, city, state, zip code, and phone number.

Organization Type *

- ☐ School / District
- ☐ State Government
- ☐ Federal Government
- ☐ Research
- ☐ Early Childhood (0-5 years)

- ☐ Post Secondary Education
- ☒ Education
- ☐ Interest Group
- ☐ Business
- ☐ Individual
- ☐ Other

Select the type of organization the confidential data will be delivered to.

General Information

Comment why public data available on the DPI website cannot be used *

We are seeking district-level (regional) data related to disability status and demographics, which are data not available directly through the DPI website.

To help us determine and prioritize future public data offerings, tell us why public data (i.e. WISEdash Public Portal and downloadable spreadsheets) available on the DPI website cannot be used for this request.

DPI Contact Name *

Carl Frederick

Enter the DPI contact name if you have been in contact or currently working with someone at DPI on this request.

Research Information

Title of Research Project *


Wisconsin Literacy - Member Data Project

Do you have IRB approval? *

- ☐ Yes
- ☒ No
- ☐ Exempt

Is the research approved by an Institutional Review Board (IRB) for purposes of human subjects study? After your application is submitted, DPI will be contacting you for supporting documentation to support your answer.

Desired Research Start Date *

Sep	1	2016	
-----	---	------	--

Projected Research End Date *

Sep	1	2017	
-----	---	------	--

Executive Summary (Abstract) *

This collaborative project between Wisconsin Literacy and DPI seeks to identify relevant indicators of literacy and related measures of educational status local to member organizations to Wisconsin Literacy throughout Wisconsin. These measures will help Wisconsin Literacy member organizations serve their purpose of providing services to their community and report the literacy health and educational status of their communities to stakeholders.

Describe the scope of the entire project in clear and non-technical language. Limit response to 250 words.

Primary Research Questions *

What are the indicators of literacy and related indicators local to member organizations to Wisconsin Literacy throughout Wisconsin based on a variety of data provided through DPI.

Write the primary research questions as clearly and precisely as possible.

Research Benefit *

The benefit of the project is exclusively for member organizations of Wisconsin Literacy throughout Wisconsin.

How will your research benefit education in the state of Wisconsin?

Expected Products *

Database accessible to member organizations to Wisconsin Literacy per coordinated activity with Carl Frederick and Emilie Amundson and Wisconsin Literacy.

List all the expected products from this research project. (i.e. journal article, book chapter, web tool, white paper, other output. . .)

Information about the requested data

Data Request Information *

We are seeking district-level (or regionally disaggregated) data about disability status (i.e., reading or other specific learning disability, etc.), race/ethnicity, and any other socio-economic indicator available, throughout Wisconsin. I mention district-level disaggregation because I believe it is the most efficient way of disaggregating state-level data by region(?). I also mention LEA below because disaggregation by LEA may be useful to our purposes as well.

Describe the confidential data you are requesting in this application. Do not enter any Sensitive Personally

Identifiable Information (SPII) in this section.

Level of detail or summarization needed for the data requested

State ☒ Yes ☐ No

District ☒ Yes ☐ No

LEA (Local Education Agency) ☒ Yes ☐ No

School ☐ Yes ☒ No

Teacher/Class ☐ Yes ☒ No

Student ☐ Yes ☒ No

Select the data level of detail needed to support this request. (multiple selections are allowed)

Data Delivery Date *

Apr

20

2017



Enter the date the requested data should be delivered to you for your effort.

Submit this Ticket