**Product Outline Template**

**## Overview**

VA form 22-1919 ensures compliance and regulatory provisions that prohibit conflicts of interest between educational institutions and VA personnel.

**## Problem Statement**

Proprietary schools must certify that, they have no conflict of interest involving VA employees.

**## Desired User Outcomes**

A clear simple and user-friendly process to complete, submit and update VA form 22-1919.

**## Undesired User Outcomes**

Manual processes consume time.

**## Desired Business Outcomes**

Reduce administrative overhead for both the VA and proprietary institutions through automated submission, tracking and compliance system.

**## Undesired Business Outcomes**

Manual submission of the form has the risk of frequent errors, corrections and follow ups increased.

**## Measuring Success**

Institutions submitting complete and accurate forms on time.

**### Objectives and Key results (OKRs)**

- Objective: Digitize VA form 22-1919

- Key result: Automate the submission process for the form

**## Assumptions**

Educational institutions will adopt the new streamlined process for submitting the form and comply with conflict-of-interest regulations.

**## Solution Approach**

Develop a user-friendly portal that allows educational institutions to submit forms electronically.

**## Launch Strategy**

Veterans are going to know this product exist through VA website and benefits portal

**## Launch Dates**

- \*Target Launch Date\*

- TBD

- \*Actual Launch Date\*

- TBD

- \*What date will you evaluate impact after launch (and when do you expect to have your Impact Review)? \*

- TBD

**## Solution Narrative**

A user- friendly online portal will allow educational institutions to submit VA form 22-1919 electronically

**### Current Status**

Forms are manually filled out and submitted for approval.

**### Key Decisions**

A digital platform to be developed for VA form 22- 1919 for submissions and processing

**#### Communications**

- Team Name: Govcio - vebt

- GitHub Label: Vebt

- Slack channel: <https://dsva.slack.com/archives/C0792CZTZJ5>

- Product POCs: Kara Ciprich ([kara.ciprich@va.gov](mailto:kara.ciprich@va.gov))

- Stakeholders: Cinda Quattrini ([cinda.quattrini@va.gov](mailto:cinda.quattrini@va.gov))

Darla van Nieukerk ([darla.vannieukerk@va.gov](mailto:darla.vannieukerk@va.gov))

Brian Grubb ([brian.grubb@va.gov](mailto:brian.grubb@va.gov))

**#### Team Members**

- DEPO Lead: Elizabeth Wendling ([elizabeth.wendling@va.gov](mailto:elizabeth.wendling@va.gov))

- PM: Kara Ciprich ([kara.ciprich@va.gov](mailto:kara.ciprich@va.gov))

- Engineering: Elizabeth Wendling ([elizabeth.wendling@va.gov](mailto:elizabeth.wendling@va.gov))

- Research/Design: Ariana Adili ([Ariana.adili@va.gov](mailto:Ariana.adili@va.gov)) , Amelia Hacking ([amelia.hacking@va.gov](mailto:amelia.hacking@va.gov))

**#### Stakeholders:** Cinda Quattrini **(**[**cinda.quattrini@va.gov**](mailto:cinda.quattrini@va.gov)**)**

Darla van Nieukerk **(**[**darla.vannieukerk@va.gov**](mailto:darla.vannieukerk@va.gov)**)**

Brian Grubb **(**[**brian.grubb@va.gov**](mailto:brian.grubb@va.gov)**)**