**The Opportunity Project 2020 Sprints**

Problem Statement Proposal Template for Federal Agencies

### Part 1: The Problem Statement

1. **Challenge:** Provide a 1-2 sentence description of the key challenge that you’re putting forward to tech teams and other stakeholders. Here’s an example from the disaster preparedness topic in 2018: *“Create digital tools that use data to help individuals and community leaders gain a better understanding of national and community hazards and threats and enable the public to take appropriate preparedness actions.”* Remember not to prescribe what the solutions should be.

For example:

**X** “We’d like companies to build a mapping tool that shows our data with job listings”

✔“We envision tech tools that help veterans find quality jobs near resources that matter to them.”

1. **Describe your problem statement in plain language, including the problem or challenge, why it is important, and your vision for the sprint outcomes. View several excellent examples from 2019** [**here**](https://opportunity.census.gov/sprints/)**.**

**Problem:** in no more than one paragraph, describe the problem you’re trying to solve. This should be a problem facing the public, not federal agencies. Avoid using jargon or ‘inside-the-beltway’ terms (e.g., acronyms, technical language) and use plain language. Get right to the point and lead with a human story. Remember, people care about people, not policy/technical jargon!

**Why this problem is important:** in no more than one paragraph, explain why this problem is important to the nation, world, or specific communities or stakeholders. Focus on compelling stories about how this problem is affecting lives. We encourage you to include an example or two to illustrate the problem.

**Vision for sprint outcomes (optional):** add a one sentence vision of what the world looks like with tech solutions to your problem. Here’s an example from a disaster preparedness topic in 2018: “Through access to data and user friendly digital tools, more Americans are aware of the hazards they face and what they can do to protect themselves and their families, and take action to get prepared.”

1. **Target audience/end user**  
     
   In a few words, describe the target audience for resulting products. Examples include: youth experiencing homelessness; veterans; engaged citizens; individuals and families under age 35; local officials or other local decision makers.

1. **Potential data sets**  
     
   List any federal open data sets that are relevant to the problem you’re focusing on, and if possible, where they can be found online (e.g., website or API links, file downloads, etc.). This can just be an initial scan of data sets that you’re aware of. **This does not need to be an exhaustive list, and does NOT need to include any data sets from your agency!** It’s completely fine and very common for some or all the relevant data for your topic to come from another federal agency.  
     
   List any other key open data sets that are relevant to this topic (e.g. open data from state, local, or non-governmental sources), and provide links if possible.

1. **Does your problem statement align with one or more of the following themes? (Note: this is not required!)**  
   \_\_\_\_ Built environment  
   \_\_\_\_ Natural environment

\_\_\_\_ Other theme (please describe)

### Part 2: Your organization

1. **Agency Name:**
2. **One to three (1-3) lead POC name(s), title(s), email(s), and phone number(s):**

Name the main person/people who will serve as points of contact for your agency and work with us and participating teams throughout the sprint. Although we typically work with a number of people from each agency, please designate at least one and no more than three lead POCs.

1. **Champion’s name and title:**

Who is the most senior official (up to your agency’s Secretary, Administrator, etc.) who is aware of TOP and your problem statement, and supportive of your agency’s participation, who can serve as your executive level champion? This person does not have a formal role, but will be named in sprint documents and may be asked to speak at Demo Day.

1. **Do you have manager support to spend time on the project through 2020/Demo Day?** (YES/NO)
2. **Have you worked with The Opportunity Project before?** (YES/NO)

If you have not directly worked on The Opportunity Project, how did you hear about us?