EMERGENCY CONNECTIVITY FUND MANAGEMENT PLAN (ECFMP)

1. PLANNING

1.1 Background

In this Report and Order, we establish the Emergency Connectivity Fund Program (Program) to provide funding for schools and libraries for the purchase, during the coronavirus (COVID-19) pandemic, of connected devices and broadband connections for use by students, school staff, and library patrons. Before the pandemic, millions of students who lacked home broadband connections and access to computers were caught in the "Homework Gap." One study estimates that last spring, more than 15 million public school students did not have home access to either an Internet connection or a device adequate for distance learning, and approximately nine million of those students lived in households with neither an adequate connection nor an adequate device for distance learning. The pandemic has only exacerbated the inequities between students who have a broadband connection and those who do not. Today's action addresses those inequities, helping to provide all students, school staff, and library patrons with the basic tools they need to engage in online learning and in so many other vital aspects of our increasingly digital lives.

1.2 Purpose

This Federal Communications Commission (FCC) Headquarters Emergency Connectivity Fund Management Plan (ECFMP) defines the project in terms of mission, objectives, scope, increments, schedule, and cost. The plan serves as a guide for current and new team members, customers, and stakeholders regarding the project management organization, how it operates, how it will manage requirements, changes, risks, and how it will communicate with stakeholders to successfully complete the project performance objectives.

ECFMP requires the Attorney Investigators within the Office of the Inspector General (OIG) of the Federal Communication Commission to recruit Federal Acquisition Strategies (FAS) for effective reporting in the realm of the Emergency Connectivity Fund.

The primary ECFMP objectives are to monitor, manage and develop the initial project then provide additional modules as required based on available information. Modifications of previous modules must be available for rapid transition, adjustment, reuse, retrofitting to accommodate the timely and potentially fluid needs of the Attorney Investigators.

The ECFMP is separated into five (7) increments:

- Increment 1 – Planning
- Increment 2 – Collection
- Increment 3 – Identification
- Increment 4 – Implementation
- Increment 5 – Verification
- Increment 6 – Testing
- Increment 7 – Delivery

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The ECFMP is designed to assist the FCC in managing the requirements, cultural impacts, and changes that are inevitable in a project of this magnitude. The ECFMP is based on a few simple principles: 1) Generate reports for the accurate investigation of potential malfeasance within the Emergency Connectivity Fund; 2) Understand the content necessary for report requests and their accessory modules; 3) Solidify the table view information within the database; 4) Coalesce essential report artifacts into a repeatable and malleable query; 5) Ensure the absence of a potential Cartesian product in our query or notice any potential performance issues at runtime; 6) Examine the culmination of the project or module query; 7) Submit the final report of the approved query to the requestors.

1.3   Roles and Responsibilities

1.3.1   Senior Data Analyst – William Sapp

1.3.2   Attorney-Investigator – Matthew Brooks

1.3.3   Attorney-Investigator – Chris Howard-Little

1.3.4   Data Analyst – Phinsuda Kiatchai

1.3.5   Data Analyst – Craig Saiz

Provide expert level data analytics services in support of an OIG Investigative Team responsible for investigating fraud, waste, and abuse. Work closely with investigative team to develop analytic requirements as part of the larger investigative strategy.

▪ Perform data discovery, data mining, predictive modeling simulation and visualization to further enhance insights and drive decisions based on the data

▪ Work closely with investigative team to develop analytic requirements as part of the larger investigative strategy

▪ Develop and applies statistical, mathematical, or numerical analysis of data collected in support of audits and investigations to identify trends and risks

▪ Design, develop, synthesize and display quantitative data using various data tools, interactive reports, dashboards, and visualizations

▪ Create appropriate documentation that allows stakeholders to understand the steps of the data analysis process and duplicate or replicate the analysis if necessary

▪ Technology used:
 ▪ Amazon Redshift, NotePad++, Postgres, PuTTy, VMWare Horizon Client, WinSCP