PARTNERSHIP FUND FOR PROGRAM INTEGRITY INNOVATION
TEMPLATE INSTRUCTIONS FOR PILOT IDEA SUMMARY

The first step in the Partnership Fund pilot selection process is the submission of a pilot idea summary. Pilot idea summaries may be submitted by anyone through the partner4solutions.gov website, www.partner4solutions.gov, or the partner4solutions@omb.eop.gov email address. Pilot ideas may be sent to an independent Collaborative Forum for further development into more detailed concept papers. OMB consults with the Federal Steering Committee in selecting pilot concepts and making funding decisions.

Below are instructions for completing a pilot idea summary. Completed pilot idea summaries should not be more than two pages in length.

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PILOT IDEA: *Name of Pilot Idea*

1. **Pilot Idea:** *Summarize the idea in 2-3 sentences.*

2. **Programs Affected:**
   - *Which programs are affected, either directly or indirectly? Ideally, an idea would address multiple programs and bridge multiple programmatic silos.*
   - *Are these federal, state, and/or local programs? An ideal submission would involved multiple states and/or communities in the development or eventual implementation of a pilot.*

3. **Measurable Impacts:** *How does the pilot impact each of the four goals of the Partnership Fund? A pilot should address as many of these goals as possible across multiple programs or test a solution that could later be applied to multiple programs.*
   a) *Improving payment accuracy*
   b) *Improving administrative efficiency*
   c) *Improving service delivery*
   d) *Reducing access barriers for eligible beneficiaries*

4. **Expected Outcomes and Measurement Methodologies:**
   - *What are the expectations and measures of success in relation to the four goals?*
   - *What are the possible quantitative and qualitative measures?*
   - *Could these outcomes be extrapolated to a larger environment?*

5. **Potential Partners or Sponsors:**
   - *Which stakeholders and/or key organizations are involved?*
   - *Does the proposed pilot have sufficient stakeholder buy-in? Stakeholders could include federal, state, and local governments, and non-governmental organizations.*

6. **Estimated Operating Cost of Pilot:**
   - *How much would the pilot cost to implement?*
   - *Are there resources of matching or leveraged funds that could be used to support this pilot?*

- *Is the Partnership Fund the most appropriate funding source for the pilot? All pilot ideas will be considered, but the Partnership Fund is targeting ideas that attempt to cut across multiple programs with multiple objectives, but have struggled to gain footing in existing program silos.*

7. **Estimated Impact on Program Costs:**
   - *What are the anticipated costs and/or savings for the various programs involved in the pilot?*
   - *If the pilot were to be scaled up, what are the anticipated costs/savings? Pilot ideas that increase program costs will be considered, but the Partnership Fund must comply with our statutory requirement to maintain overall cost neutrality.*

8. **Pilot Implementation Issues:**
   - *Is this pilot idea ready for immediate implementation, or does it require further refinement?*
   - *What is the timeframe in which the pilot would be conducted? The target time period for conducting the first round of pilots is nine-18 months.*
   - *What are possible implementation barriers (e.g.., privacy issues)?*
   - *Is this pilot scalable? Successful ideas will demonstrate strong external validity and scalability.*
   - *Could this pilot be implemented under existing legislative authorities or mechanisms?*
   - *Are any administrative waivers required?*