Good Afternoon,

We're contacting you on behalf of the U.S. Census Bureau, the National Center for Science and Engineering Statistics with the National Science Foundation (NSF), and the Office of Management and Budget (OMB). The Foundations for Evidence-Based Policymaking Act of 2018 ("Evidence Act"), requires the establishment of a standard application process (SAP) for submitting requests for and receiving access to restricted-use Federal data. Restricted-use data contains sensitive information or information that enables the potential identification of respondents, which is confidential and protected by law. Access to restricted-use data requires approval by the authorizing agency. Researchers currently have to search for and request access to restricted-use data via processes and websites that vary by individual agencies.

You have (alternate wording: Your organization has) been identified as a user of restricted-use Federal data. We are reaching out to request your feedback on the restricted-use data application process. Your inputs will be used to inform the development of the standard application process (SAP) planned for 2021 and future enhancements that promote quick and easy access to restricted-use data, while protecting data confidentiality.

Please let us know if you would be available to participate in a brief conversation regarding your experience with restricted-use data OR if there is an alternate representative we should contact within your organization. We are targeting interview completion by January 29, 2021. Please let us know if you have any questions and we thank you in advance for your participation.

Thank you,
*The Standard Application Process (SAP) Engagement Team

*The MITRE Corporation operates a Federally Funded Research and Development Center (FFRDC) which acts as a decision partner, integrator, innovation partner and systems engineer to meet mission-critical needs of the U.S. Census Bureau. FFRDCs are administered in accordance with U.S. Code of Federal Regulations, Title 48, Part 35
Thank you,
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Status: Shelly (OMB) currently reviewing.

Background

Interview Purpose

Per the Foundations for Evidence-Based Policymaking Act of 2018 ("Evidence Act"), the U.S. Census Bureau, the National Center for Science and Engineering Statistics within the National Science Foundation (NSF), and the Office of Management and Budget (OMB) are developing a standard application process (SAP) and portal for submitting requests for and receiving access to various restricted-use Federal statistics data. Restricted-use data contains sensitive information or information that enables the potential identification of respondents, which is confidential and protected by law. Access to restricted-use data requires approval by the authorizing agency. Researchers currently have to search for and request access to restricted-use data via processes and websites that vary by individual agencies.

In December 2019, the Federal Statistical Research Data Center (FSRDC) program, in partnership with the Inter-university Consortium for Political and Social Research (ICPSR), launched the first phase of ResearchDataGov (RDG). RDG will help streamline the discovery and standard application process for restricted-use Federal statistics data access. Future enhancements that include expanded capabilities are planned for 2021.

Collect information on Researcher needs as it relates to the restricted-use data application process, including future communication and feedback preferences. This will help inform future communication activities to ensure the Research community is aware and knowledgeable about the latest standard application process developments, as well as inform requirements gathering and development efforts planned for 2021.

Standard Application Process (SAP) Stakeholder Assessment Interview Questions

Objective: Identify the individuals, groups, and organizations that could impact or be impacted by the SAP and their needs, so that the Interagency Council effective strategies for engaging stakeholders in SAP development and implementation activities.

Related List Field	#	Question
	1	**Interviewee Information**
Interview Date	1a	Interview Date
Name	1b	Name
Email	1c	Email
Phone	1d	Phone
Organization	1e	Organization
Current Title/Role at Organization	2	**What is your current role at your organization as it relates to Federal data?**
Data Role	3	**Are you currently using restricted-use data in your current role?**
	3a	**If yes, how are you using restricted-use data?**
	3b	**If no, have you used restricted-use data in a previous role?**
	3c	**If no, are you aware that restricted-use data is available via an application process?**
	3d	**If no, have you used *public use data? If no, mark as No and skip to Q11** *public data is created for public release without a license where identifiable information has been coded or deleted to protect the confidentiality of survey respondents
Stakeholder Needs/Priorities	3e	**If yes (using public use data), how are you using restricted-use data?**
Data Role	4	**Would you consider yourself an active user, occasional user, or infrequent user of restricted-use data? (Active = daily to weekly use, Occasional = monthly use, Infrequent = zero to a few times annually)**
Stakeholder Feedback - General	5	**What restricted-use data have you requested and used?**
	5a	Restricted-use data used
	5b	Responsible Agency/Unit
	6	**Would you consider your experience requesting and receiving access to restricted-use data to be a positive or negative one?**
	6a	What particular parts or aspects of the process led to your positive or negative experience?
Stakeholder Needs/Priorities	7	**What is most important for you to know or have when requesting/applying for and receiving access to restricted-use data and why is it important?**
	8	**Based on your experience with the restricted-use data application process, are there any important things for us to consider when establishing a standardized process and portal for requesting, authorizing, and granting access to restricted use data?**
Stakeholder Feedback - RDG	9	**Are you familiar with the ResearchDataGov?** **(https://www.icpsr.umich.edu/web/pages/appfed/index.html)**
	9a	**If no, skip to Q10**
	9b	If yes, how did you learn about the ResearchDataGov site?
	9c	If yes, would you consider yourself an active user, occasional user, or infrequent user? (Active = daily to weekly use, Occasional = monthly use, Infrequent = zero to a few times annually)
	9d	If yes, what about the site and process was particularly helpful for you or worked well?
	9e	If yes, what are some must-have features/capabilities that are currently missing from the site?
	9f	If yes, are there any important things for us to consider for the full development and build-out of the standard application process (SAP) and ResearchDataGov portal?
Interested in Providing Feedback?	10	**Would you be interested in providing feedback on the Standard Application Process (SAP)? Feedback from Researchers will inform requirements gathering for SAP development, as well as usability testing.**

	10a	*If no, skip to Q11*
Feedback Preferences	10b	If yes, how would you prefer to provide feedback? (survey responses, focus group participation, one-on-one phone or virtual interviews)
	10c	If yes, would you be interested in participating in requirements gathering, testing, system demos, and/or other SAP development efforts?
Interested in Receiving Info?	**11**	**Would you like to be informed of SAP progress and updates?**
	11a	*If no, skip to Q12*
Communication Preferences	11b	If yes, how would you like to receive SAP updates? (email, meetings, website, phone/voicemail, social media, etc.)
Communication Frequency	11c	If yes, how often would you like to receive SAP updates?
	12	**Is there anyone else in your organization who uses restricted-use data that we should contact?**
Note: Add to Contact List	12a	If yes, please provide name, contact information, and their role related to restricted use data

on Statistical Policy (ICSP) Stakeholder Engagement Working Group can develop

Response
Q1A-E fields will be prepopulated with interviewee's information (not separate interview questions)

Interview Date (MM/DD/YY)	Name (First Name, Last Name)	Email	Phone	Organization	Current Title/Role at Organization	Frequency of Restricted-Use Data Usage	Stakeholder Needs/Priorities			Stakeholder Feedback - General		Stakeholder Feedback - RDG					Interested in Providing Feedback on SAFT (Yes/No)	Feedback Preferences	Interested in Receiving Information on SAFT (Yes/No)	Communication Preferences	Communication Frequency	Final Data Role (Current Data User, Potential Data User, Current Data Owner, or N/A)	Stakeholder Type - Core, Secondary, or N/A (Based on Data Role + Interest in Providing Feedback)	Level of Engagement Required (Based on Role/Influence + Interest)
							Restricted Data Use in Current Role	Most Important Thing to Have or Know + Reason Why	Important Considerations	What Restricted Data Used and From Which Agency/Unit?	Positive of Negative Experience	Familiar with ResearchDataGov? (Yes/No)	How Did You Learn About ResearchDataGov?	What Particularly Worked Well About the Site or Was Helpful?	Must-Have Features or Capabilities Missing	Important Considerations								

Data Role and Stakeholder Definitions

Data Role	Definition
Current Data User	Primary customer of the Single Application Process (SAP) who will use the SAP to search for restricted use data and apply for access to restricted use data.
Potential Data User	Other customers of the Single Application Process (SAP) as specified in the law, who may use the SAP to search for restricted use data and apply for access to restricted use
Current Data Owner	Predominantly Federal Agencies who will be making restricted use data available for request, review, and process restricted use data applications via the SAP.
*Potential Data Owner	Other statistical or non-statistical agencies or non-Federal entities who may participate in Phase 2 or 3 of the SAP development process or provide feedback on lessons *Per NCSES and Census, information on or feedback from Potential Data Owners will not be collected at this time.*

Stakeholder Type	Definition
Core	POCs who will be primary users of the SAP, has extensive experience with restricted data access, and would like to be active participants in the Phase 2 requirements gathering, testing, demos, and/or other development efforts.
Secondary	POCs who have a vested interest in the SAP development process and would like to be informed of SAP updates, but not be active participants in Phase 2 activities.
N/A	Not a core or secondary stakeholder.