

Request for Statement of Interest: Connecting People and Place: Improving Communities through Integrated Data Systems

Overview

The Annie E. Casey Foundation (AECF) believes integrated data systems (IDS) can be used to support better policymaking and program development and is committed to expanding access to IDS to organizations and localities working to improve low-income communities and the lives of families and children living in them. Over the next three years, AECF intends to support a project that aims to do this by connecting partners of the National Neighborhood Indicators Partnership (NNIP), who have all been working to advance data-driven decision-making in their neighborhoods, with organizations and agencies running IDS at the city, county, or state level.

The remaining sections of this Request for a Statement of Interest (SOI) provide a description of the cross-site project and timeline, as well as details regarding the preparation of the SOI, including technical requirements and delivery instructions. Please see the concept paper “Connecting People and Place: Improving Communities through Integrated Data Systems” released as a companion to this request for examples of types of eligible projects.

This solicitation is open only to current NNIP partner organizations. Based on SOI’s received, AECF expects to award grants of up to \$10,000 each to up to 8 organizations to conduct the Phase I – the planning phase of this overall project - as described herein. Grants to conduct Phase II – the implementation phase – will be awarded under a subsequent procurement and will be based on the results of Phase I. AECF expects to award 5 to 8 Phase II grants in the range of \$50,000 to \$100,000 each. The Urban Institute (UI) will manage the selection process under this procurement and is expected to monitor progress and provide technical assistance to sites during all phases of the work.

Definition of IDS

Integrated data systems (IDS) are those that integrate individual-level data from multiple administrative agencies on an ongoing basis.¹ These systems may exist for jurisdictions at various levels, including states, counties, and cities. Records in these systems may include those from human services (such as child welfare, income supports, child care subsidies), health, employment, vital statistics, justice system and education. An IDS with data assembled across agencies and systems can be used to improve case management for individuals, or analyzed to inform advocacy, policymaking, targeting, and program evaluation. The records that are incorporated into IDS typically contain home addresses; which enables

¹ There is considerable variation in the frequency of data integration among IDS systems. For some integration occurs in real-time as updates to data are entered, while in others data is integrated annually depending on the source of information.

aggregation of records to the neighborhood, city, county or other jurisdiction level. While an IDS may be used for case management for a specific project covering a limited geographic area, we do not consider a management information system with solely program service data to be an IDS (for example, the Efforts to Outcomes (ETO) system used by many Promise Neighborhood grantees) unless it also links in records from outside administrative systems.

Cross-site Project Description

Goals of the Cross-site Project

Connecting the NNIP network and agenda to the IDS world is a natural fit. IDS systems currently link together numerous individual administrative records on children and adults. These could be analyzed in conjunction with other neighborhood data and used to inform decision-making at the local level and to support solutions in distressed neighborhoods. As mentioned earlier, NNIP has always believed in “democratizing information” and hopes that this cross-site project might create a two-way exchange of information, ideas, and expertise between NNIP Partners and IDS agencies at the city, county, or state level.

The overarching goal of the project is to enhance access to analyses and information from this IDS data by NNIP partners and other relevant local organizations and agencies so that it can be applied to problems at the neighborhood level. Both locally and nationally, this project will also demonstrate to IDS administrators, funders, and agencies contributing data, the benefits of working with local data intermediaries to better inform state and local policies they are already concerned with. A lot of interesting work is being done in the IDS field to look at how these systems can be used for policy research and for program improvement. However, very little of this work looks at the neighborhood context in which these clients are living and what the relationship of place is to the child or family outcomes of concern to agencies. This project will focus on connecting IDS data to place-based and neighborhood indicators.

Over the long term, we hope this project will help establish relationships between NNIP partners, local agencies and organizations and IDS, and that those relationships results in ongoing collaboration and exchange of information. NNIP partners can help identify action agendas at the neighborhood level that data from the IDS could inform, and may contribute data and findings that inform policy work conducted by the IDS. Many datasets that NNIP partners commonly hold, such as those on housing conditions and the built environment, are at the parcel or address level and can enhance the current analysis being produced with IDS data. A related goal is to spur agencies managing IDS to improve data quality overall. For example, agencies may improve record-keeping on address histories if a project could demonstrate the value of understanding the residential mobility experienced by different types of individuals living in different kinds of neighborhoods.

Project Criteria

Each local project will need to meet a few basic criteria and advance the major goal described above. These projects must demonstrate how data from an IDS can be connected with information available

from an NNIP partner, incorporating contextual data on place IDS data and improving local- and neighborhood-level policy and program-related decision-making. Project criteria are:

1. An established IDS at the city, county, or state level must be a component of the project and the project must utilize data from at least two sources of information (e.g. child welfare and juvenile justice). Two data elements from a single source (like student absences and student performance) are not sufficient to meet this criterion. Geographic location or neighborhood should be an element in the source data and in the analysis. Appendix A lists the IDS organizations that we are currently aware of in NNIP partner areas.
2. At least one data element (linked at either the address/record level or to aggregate data at the neighborhood/census tract level) from an NNIP partner's holdings of local administrative data should be included in the analysis. (Examples include: crime reports, vital statistics, property conditions, or other locally sourced neighborhood indicators. Data from the Decennial Census or American Community Survey may be used in the analysis but is not considered sufficient to meet this criterion.)
3. The results of projects must inform specific local problems, policy concerns, or program needs and should not be merely of academic value. Project participants will be expected to share their findings with relevant stakeholders in their communities and to participate in the cross-site compilation and assessment of the projects (led by the Urban Institute).

Project Phasing and Process

The cross-site project will begin with the release of this request for SOIs and the concept paper. A selection committee will be established, composed of Urban Institute (UI) staff, AECF staff and consultants. Comments on SOIs will also be solicited from national advisors from the National League of Cities, a local NNIP Partner, and Actionable Intelligence for Social Policy will review and comment on the submitted SOIs. The selection committee will review the SOIs and the comments and determine which NNIP Partners will receive Phase I grants. These selected partners will be divided into one of two tracks (fast or regular) in accord with the discussion below.

Phase I: Planning

The first phase of the local work will involve planning and creating a full proposal for phase II (implementation) of the project with specific details on the project work plan, costs, and partners.

UI staff and external advisors will work with the local sites throughout phase I to provide technical assistance and insure that their project concepts will meet the cross-site project goals and that the proposals meet the selection committee's requirements.

In this phase, grantees will also negotiate working relationships with the IDS agency and other local organizations expected to be involved in implementation. Please note: if you do not already have an established working relationship with the IDS agency you hope to partner with, you should to contact the Urban Institute ahead of time to work out an approach to the initial contact.

The Urban Institute recognizes that not every site may be able to complete a successful phase II implementation plan. For example, it may prove difficult to build a productive relationship between the IDS and NNIP partner or there may be legal or technical barriers to using data from the IDS.

Fast-Track Projects

NNIP partners will need to state in their SOI whether they want to proceed as either fast-track or regular-track sites for planning and implementation. Fast-track sites will be expected to only spend three months on the planning phase and be prepared to enter the implementation phase before the end of 2013. The fast-track sites need to demonstrate a working relationship with the IDS partner and include a letter of indicating their intention to participate as indicated in the project concept should the grantee receive an award for Phase II. Regular-track sites will be expected to complete phase I in eight to ten months.

Phase II: Implementation

The full proposals from phase I will be reviewed by the selection committee, who will decide among the proposals if the number of sites is more than the funding can support. Phase II will last a year and will involve preparing the data for analysis, conducting the analysis, writing a report on the results and holding a local forum for stakeholders to disseminate the results. Local sites will also be asked to assist in the preparation of a cross-site research report to be prepared by the Urban Institute and its advisors and to present on their work at NNIP partnership meetings and webinars.

Cross-site Analysis and Dissemination

The Urban Institute, with assistance from its external advisors on this project will prepare several reports throughout the cross-site project. In addition to the final cross-site report to be delivered at the end of 2015 that will take a look at all the completed work of the local sites during the project, UI will produce two short briefs to disseminate early lessons and results (one in 2013 and one in 2014). UI will also produce content for and maintain a cross-site project page on the NNIP website (www.neighborhoodindicators.org), and organize sessions at NNIP partnership meetings to share the results with NNIP partners not participating in the project.

Timeline

- June 14, 2013: Request for Statement of Interest (SOI) and Concept Paper is released.
- June 14-28, 2013: Questions accepted regarding request for SOI. Answers will be sent to all NNIP Partners.
- July 1, 2013 Interested partners to submit a Notification of Intent to Apply.
- July 19, 2013: Complete Statements of Interest due to Urban Institute (late deliveries not accepted).
- July 19-August 8, 2013: Statements of Interest evaluated by selection committee.
- August 9, 2013: Selected Sites Announced.

September 1, 2013: Phase I: Planning begins (all sites).

December 1, 2013: Phase I ends for fast-track sites; full proposal due for fast-track sites; approved sites begin Phase II.

May-June, 2014: Phase I ends for regular-track sites; full proposal due for regular-track sites; approved sites begin Phase II.

December, 2014: Phase II ends for fast-track sites.

May-June, 2015: Phase II ends for regular-track sites.

May-December, 2015: Cross-site assessment and report of project completed.

Notice of Intent to Apply

Please notify Leah Hendey at the Urban Institute via email at lhendey@urban.org if you intend to submit a statement of interest for this project by **Monday, July 1, 2013 at 8 p.m. (EDT)**. Please specify which track you will be applying for in this notification.

Transmittal Instructions

Completed statements of interest are due to Leah Hendey at the Urban Institute via email at lhendey@urban.org by no later than **Friday, July 19, 2013 at 8 p.m. (EDT)**. Materials due on that date should include: an electronic version of the statement of interest with all accompanying documents.

Late deliveries of statements of interest will not be accepted.

Statement of Interest Contents

Each applicant must submit a complete statement of interest that includes all of the information requested below. The entire narrative for the statement of interest (part C and D below) should not exceed [5] pages, using Times New Roman, 12 point font, 1.5 line spacing, with one-inch margins on all sides.

A. Transmittal Letter

Leah Hendey
Urban Institute
2100 M ST NW
Washington, DC 20037

B. NNIP & IDS Cross-site Project Coversheet

The cross-site project sheet should contain the following pieces of information:

1. Name of NNIP Partner Organization who is the primary applicant

2. Principal Investigator(s): Name, title, contact information
3. Key contact: Name, title, organizational affiliation if different than Principal Investigator
4. Proposed Cross-site Project Track : Fast or Regular

C. Local Project Description and Proposed IDS Partner

This section of the statement should include:

- A statement of the neighborhood/local policy issue this project will address;
- Possible data elements from NNIP partners holdings that could be applied to the project;
- Proposed IDS agency or organization and potential data elements from the IDS to be used in the project;
 - Fast-track applicants should include a description of their prior relationship with their proposed IDS partner and a letter from that agency indicating their intention to participate as indicated in the project concept should the grantee receive an award for Phase II.
- A description of the analytic approaches to be followed in integrating and utilizing the data elements that have been specified
- A brief discussion of how collaboration between the IDS and NNIP partner will benefit **both** parties, and neighborhoods in their communities.

D. Research Team

Please provide short bios of the key members of the project team along with a table of the projected number of labor hours by team member.

E. Budget

Up to \$10,000 is available for the planning phase (Phase I). Please submit a budget and narrative description of budget line items. An additional \$50,000 to \$100,000 will be available for the implementation phase for applicants selected to participate in Phase II.

Appendix A – List of Integrated Data Systems in NNIP Areas

The list below of established and emerging IDS was compiled by National League of Cities, Actionable Intelligence for Social Policy and the Urban Institute during Winter 2013. This cross-site project is not intended to fund the setup of an IDS but we have included aspirational ones on this list in case the assessment of the status of the IDS is old or incorrect. Please note that this list is not intended to be exhaustive; NNIP partners may have additional information on emerging or established IDS sites in other cities, counties or states that would be relevant for this cross-site project.

Jurisdiction	Project Name	Lead Organization/Agency
CITIES		
Chicago	Chapin Hall IDS	Chapin Hall
Cleveland, OH	ChildHood Integrated Longitudinal Data System (CHILDS)	Center on Urban Poverty & Community Development, Case Western Reserve University

Jurisdiction	Project Name	Lead Organization/Agency
Grand Rapids, MI	Believe2Become	Community Research Institute
Hartford, CT	Hartford Connects	Department of Families, Children, Youth, & Recreation
Miami	CHEER	Children's Health, Education & Economic Resource
Milwaukee, WI	IDEAS	Milwaukee Public Schools
Montgomery County, MD	IDS	Department of Health and Human Services
Nashville, TN	MNPS LEADS	Metro Nashville Public Schools (MNPS)
New York, NY	HHS Connect	NYC DHS
New Orleans, LA	OPISIS	New Orleans Police and Justice Foundation
Philadelphia, PA	CARES (formerly, KIDS)	Policy Analysis Center
Pittsburgh, PA	Allegheny County Data Warehouse	Allegheny County
Providence, RI	Rhode Island Datahub	Providence Plan
St. Petersburg, FL (Pinellas County)	-	Juvenile Welfare Board
St Paul, MN	-	Wilder Foundation
STATES		
Florida	-	Florida Mental Health Institute, Department of Mental Health Law & Policy, University of South Florida
Indiana	Management Gateway for Indiana's Kids (MaGIK)	Indiana Department of Child Services
Maryland	LINKS (Linking Information to eNhance Knowledge) Data Collaborative	University of Maryland, Baltimore
Michigan	State Data Warehouse	Office of Shared Solutions and Technology Partnerships, Michigan Department of Technology, Management, and Budget
Washington	DSHS Integrated Client Database	Washington State Department of Social and Health Services (DSHS)
ASPIRATIONAL		
Austin, TX	ACCESS (Austin Community Collaboration to Enhance Student Success)	Austin Independent School District
Atlanta, GA	Longitudinal Data System	United Way of Atlanta
Baltimore, MD	Various (LINKS, WDQI, Etc)	Consortium of Universities
Kansas City, KS-MO	-	KC Area Education Research Consortium (KC-AERC)
Kansas City, KS-MO	MAAC Link	Mid America Assistance Coalition
Memphis, TN	Shelby County Client Information Sharing System	U. Memphis Center for Community Building & Neighborhood Action
San Antonio, TX	SA2020	Office of Mayor
San Antonio, TX	Community Viewer	CI:NOW