Joining GovConnect

GovConnect Pilot Agency Application, Selection and Orientation

As a result of GovConnect Expo launch on March 7, 2014, several agencies have expressed interest in testing GovProject, GovStart and/or GovCloud as pilot agencies (see Attachment 3). GovConnect pilot agencies will participate in a series of experiments to develop a new Governmentwide approach for workforce agility and help inform future workforce policy.

If your agency participated in the GovConnect Expo and has already volunteered to be a GovConnect pilot agency, thank you for your response. Please follow the application guidelines below. If your agency was not able to participate in the GovConnect Expo, and needs more information before applying, please contact agileworkforce@opm.gov. Otherwise, please follow the application guidelines below.

Pilot Agency Application. To apply, each agency must <u>complete Attachment</u> 4, which includes the following information, and return it to agileworkforce@opm.gov **by Monday, April 14, 2014**:

a. Select the GovConnect model or combination of models that you would be most interested in testing (e.g., GovProject, GovStart and/or GovCloud);
b. Select the phase you would be willing to participate in (Phase I and/or Phase II);
c. Designate a senior leader to serve as a champion for the agency's participation in GovConnect (including name, telephone number and email address);
d. Designate a pilot coordinator to serve as the key point of contact (including name, telephone number and email address); and
e. Establish an Agency Design Team for each model you are interested in deploying.

The Agency Design Team must:

- Be interdisciplinary. Chief Human Capital Officers, Performance Improvement Officers and Chief Information Officers must designate at least one staff member;
- Allow members to spend 10 to 20 percent of their time participating in GovConnect design work;
- Include at least one employee and one manager from one or two field offices (including Los Angeles and/or San Francisco, where applicable, in addition to other field offices of choice);
- Participate in a GovConnect Bootcamp (webinar and orientation);[1]
- Participate in regular telecoms, monthly virtual meetings and quarterly in-person design sessions to share learning across pilots; and
- Have capabilities to communicate virtually (e.g. WebEx, GoToMeeting, etc.) to maximize participation with field employees.

The GovConnect Design Team has established partnerships with the Los Angeles and San Francisco Federal Executive Boards and may be able to assist with identifying field office

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[1] Team members in the field will not be required to attend orientation in D.C. However, OPM will provide in-person training and orientation to LA and SF field employees and managers.

managers and employees for the pilot. Field office employees and managers in Los Angeles and San Francisco will receive in-person coaching and mentoring through GovConnect Design Team members based on the West Coast.

Pilot Agency Selection

The GovConnect Design Team will review all applications and select agencies <u>to participate in one GovConnect model</u> for the first round of agency pilots. While we encourage you to select as many models as you are interested in piloting, we do not recommend piloting more than one model in the first phase. In order to ensure effective pilot design and implementation, adequate support for your agency, and scaffold learning, the GovConnect team will work in partnership with agency representatives (e.g., senior champion and pilot coordinator) who have selected more than one model, to determine which model and phase may work best. Selected pilot agencies will have the following characteristics:

- Committed and engaged leadership. Agency PMC and CXO members are strongly supportive of the GovConnect concept and will create an interdisciplinary Agency Design Team to develop an agency pilot in collaboration with the GovConnect Design Team;
- Interest in collaborating with other Councils, program managers, and goal leaders on developing GovConnect;
- Interest in developing improved employee engagement, performance and agility;
- Active participation in the GovConnect pilot as a Community of Practice; and
- Commitment to meeting regularly with other pilot participants, mentors and the GovConnect Design Team.

The GovConnect Design Team will notify selected pilot agencies through letters of congratulations <u>by April 18, 2014</u>. Letters will include: (1) the agencies selected; (2) the GovConnect model they will be piloting and the names of the senior champion, primary point of contact for the team (e.g., pilot coordinator), and mentor for each Agency Design Team; and (3) the date for a required pre-orientation GovConnect Webinar and orientation.[2]

Required GovConnect Orientation

The GovConnect Team's intention is to help agencies experiment, learn and grow in a supportive environment and community. Towards that end, all Agency Design Teams will be required to attend orientation with their assigned mentors, and other selected agencies for that specific model, on Thursday, May 1 or Friday, May 2, 2014.

In order to save-the-date for orientation while awaiting selection, please note orientation will be held in the OPM Innovation Lab at 1900 E. Street, NW on the following dates:

GovProject Orientation: Thursday, May 1, 2014 9:00 a.m. to Noon

GovStart Orientation: Thursday, May 1, 2014 1:00 p.m. to 4:00 p.m.

GovCloud Orientation: Friday, May 2, 2014 9:00 a.m. to Noon

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[2] Team members in the field will not be required to attend orientation in D.C. However, OPM will provide in-person training and orientation to LA and SF field employees and managers.

GovConnect Program Data Call

If your agency currently has a workforce agility program as described under GovProject, GovStart or GovCloud above, please email agileworkforce@opm.gov with your name, agency, name of the program, and an additional description of the program, including which model it emulates.