



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

**EDUCATION**

Sent via email

November 25, 2020

Matt Chingos  
Vice President for Education Data & Policy  
The Urban Institute  
500 L'Enfant Plaza SW  
Washington, DC 20024  
[MChingos@urban.org](mailto:MChingos@urban.org)

Mr. Chingos:

Thank you for your proposal in response to our notice of invitation for the District of Columbia Education Research Practice Partnership (DC RPP). You are receiving this letter because your proposal has been selected as one of two finalists for the DC RPP. This letter requests supplemental information from you to help inform the selection committee's final decision-making.

Supplemental responses shall meet the following requirements:

- Response should not exceed more than 15 typed pages including appendices;
- Any supporting documentation must be included in the appendices;
- Pages must have 1" margins on all sides;
- Pages shall be numbered;
- The order of the responses should correspond with the order of the questions presented in this letter;
- Response, including all appendices and any supporting documents, shall be aggregated in a single PDF document and submitted as such; and
- Response should be submitted via email to [justin.tooley@dc.gov](mailto:justin.tooley@dc.gov) no later than **5:00 PM on December 14, 2020.**

Please respond to the following questions.


1. D.C. Code §38-785.04 charges an advisory committee to provide intellectual guidance to the research practice partnership, and D.C. Code §38-785.05 outlines responsibilities of the partnership. Please provide a plan about how the partnership will onboard advisory committee members regarding their responsibilities. Specifically, what steps will you take to arrive at the 5- year research agenda with the advisory committee?
2. Based on your submission in response to the notice of invitation, how will you manage your research partners? If any changes to your partners have been made, please identify those changes. Identify the steps you will take, if selected, to actualize your proposal as it pertains to research partners in the first year of the partnership?
3. The research practice partnership may need to evolve over time to build capacity and to find expertise to answer questions in the research agenda. What steps will you take to identify, recruit,

and retain additional researchers beyond your identified organizations? How will you engage potential researchers from other proposals solicited from the notice of invitation?

4. Provide an implementation plan that outlines the steps you will take to form the partnership, convene the advisory committee, and move towards the completion of a five- year research agenda in year one. For years two and three, outline the steps that you will take to prioritize projects in the agenda and show clear progress towards the statutory objectives of the partnership.
5. To make this partnership work, consensus and buy-in are important.
  - Outline the steps that you will take to build relationships and buy-in with the Office of the State Superintendent (OSSE), local education agencies, school leaders, teachers, students, and parents to identify needs for data. Describe the steps that you will take to set up routines and processes with these actors to meet your statutory objectives.
  - Outline the steps that you will take to build consensus within the advisory committee. Specifically, provide a detailed description of how the research agenda would be created in coordination with the advisory committee.
6. Describe your vision for collecting, archiving, and sharing data with consortium members. If helpful, you may reference a model currently used by another RPP that has merit. What steps will you take in year 1 to move towards establishing this vision for collecting, archiving, and sharing data? Be sure to include your steps for conducting an inventory of the data, examining the strengths and weakness of the data, and rectifying any weaknesses.
7. Pre-registering studies and analysis is important to ensuring transparency of projects. Describe the open science/pre-specification/pre-registration expectations for your consortium. Be sure to describe at what point in the project this step would be required and your plan for sharing this information in a transparent fashion.
8. Describe the consortium's expectations for research partners. Specifically, what mindsets, values, and beliefs are important for partners to possess? What processes, commitments, and documentation will you put in place to ensure that all research partners and their work reflect those expectations?
9. What procedures will be followed by all members of the consortium to ensure results are accurate (e.g. code review, independent re-analysis, auditing, etc.)? In addition, what steps will the consortium take so that the public can assess their findings transparently?
10. If selected would you consider changing your data security plan to a cloud-based system, that 1) stores data-centrally, 2) provides credentialed access to only specific researchers based on data use agreements, and 3) houses relevant analytical tools (r, python, stata, etc.) so that data never need to leave the secure environment?

Again, thank you for your interest in the DC RPP. We look forward to hearing from you.

Sincerely,



Justin D. Tooley  
Deputy Chief of Staff