

Strategic Support For the Preschool Development Grants Birth Through Five

Administration for Children and Families – Department of Education

PDG B-5 Data Governance Community of Conversation

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Welcome!

Jim Lesko

TA Lead, PDG B-5 TA Team

Tony Ruggiero

TA Specialist, PDG B-5 TA Team

Tiffany Boyd

TA Specialist, PDG B-5 TA Team

PDG B-5 Communities of Conversation

- **Invited participants**
 - PDG B-5 Grantees plus partners, consultants
 - PDG B-5 TA Team
 - Federal Project Officers and Regional Offices
 - PDG B-5 TA partners, e.g., State Capacity Building Center
- **Voluntary**
- **Select presentations and resources**
- **Open discussion, dialogue**
 - Via phone when possible
 - Via virtual chat and Q&A pod—“multitasking” welcome (i.e., chatting when others are)!

Data Governance Conversation Approach

- Data Governance Overview
- Participant questions and discussion (please send as they occur to you)
- Grantee experience with data governance
- Best Practices
- Closing

Poll Question

What do you think of when you hear the phrase “Data Governance”?

Please enter 1-2 words into the chat box that come to mind when you think of data governance?

Questions Data Governance Can Help Answer

- Who is responsible for this data definition?
- Cindy has been managing this process for 10 years. Now that she has left, what am I supposed to do?
- What do we need to consider when sharing data with our partner organizations?
- There are two versions of this same report. The counts of children are different in each report. Which should I use?
- Where do I find the data I need to fill this data request from the Governor's office?

Definition of Data Governance

An organizational process and a structure that

- establishes responsibility for data,
- organizes staff within partner organizations to work collaboratively,
- continuously improves data quality through the systematic creation and enforcement of policies, roles, responsibilities, and procedures.

Data Governance is in operation whether it is formal or informal

[Source: https://slds.grads360.org/#program/data-governance-overview](https://slds.grads360.org/#program/data-governance-overview)

Central Principles of Data Governance

- Agency-wide approach to managing information, from collection through use
- All programs or partners that collect/use data are represented
- Each data element has an identified owner(s)
- Common processes, definitions, and business rules
- Program office ownership of information – it's NOT an IT initiative
- Clear, distinct roles for and relationships among program offices, IT, and leadership
- Agency-wide data governance coordinator
- Inter-agency agreements and collaboration

Source: [SLDS Issue Brief: Communicating the Value of Data Governance](#)



Grantee Experiences with Data Governance

Benefits of Formal Data Governance

- Strategic approach to address data quality issues
- Effective coordination and communication about data
- Increased understanding and transparency around data and processes
- Agency-wide processes rather than separate processes for each program area
- Higher quality and more trust in data for increased data use
- Safeguards to protect data
- Structure to support sustainability of the project

Source: The Center for IDEA Early Childhood Data Systems (DaSy)

Risks of Informal Data Governance

- Questionable data quality, security, and usefulness of data
- Difficulty in maintaining consistent and reliable data and processes
- Unclear roles and responsibilities of internal and external staff relative to the data
- Inappropriate data sharing within internal and external staff and across external agencies

Source: The Center for IDEA Early Childhood Data Systems (DaSy)

Components of Data Governance

- Data Stewardship/Ownership
- Documentation of Processes
- Roles and Responsibilities



Components of Data Governance (cont.)

- Change Management
- Data Policies
- Develop Standards



Components of Data Governance (cont. 2)

- Communication Protocols
- Access Control
- Infrastructure Management





Grantee Experiences with Data Governance (cont.)

Data Governance Organizational Structure Best Practices

- Data governance establishes representative governing bodies that are responsible for developing and implementing data policies and processes.
- At a minimum should include two groups:
 - Executive leadership level
 - Implementation level

Source: <https://slds.grads360.org/#program/data-governance-structure>

Data Governance Organizational Structure

Three Tier Structure:

- Executive Board
- Data Governance Committee
- Data Steward Committee

Some organizations combine the Data Governance and Data Steward Committees for a two-tiered structure

Sample Elements of a Data Sharing Agreement

- Specific data elements that will be shared
- How the data may be used – for what purposes
- Period of data use
- Security guidelines
- Reporting guidelines
- Roles and responsibilities
- Protocols for breaches or violations of the agreement
- Retention and/or destruction policies

Source: Guidelines for Developing Data Sharing Agreements to Use State Administrative Data for Early Care and Education Research



Grantee Experiences with Data Governance (cont. 2)

Poll Question (2)

How can your agency benefit from data governance?

Please enter 1-2 ways that your agency benefits from having some degree of data governance?

Data Governance is Dynamic

- Data governance structures and policies are dynamic, not static
 - Evolve as programs and policies that drive data systems evolve
 - Actively engage each partner or their representatives in the governance of their data system

Source: DaSy Center The IDEA Center for Early Childhood Programs

Data Governance Resources

- [Guidelines for Developing Data Sharing Agreements to Use State Administrative Data for Early Care and Education Research](#)
- [Early Childhood Data Governance in Action: An Introduction](#)
- [Initial Steps to Establish EC Data Governance](#)
- [Statewide Longitudinal Data System \(SLDS\) Data Governance Toolkit](#)
- [DaSy Data Management and Governance Toolkit](#)
- [Common Education Data Standards \(CEDS\)](#)
- [Best Practices in Data Governance and Management for Early Care and Education: Supporting Effective Quality Rating and Improvement Systems](#)

Thank you!

Further Questions:

PDG B-5 TA Team: PDGB5TA@atlasresearch.us

We would love to hear your feedback and suggestions!

– **Post CoC Survey: <https://www.surveymonkey.com/r/PDGB5COC>**