

Statewide Longitudinal Data Systems Grant Program:  
Summary of RFA Requirements FY 2007

1. **Governance Structure.** A clearly articulated governance structure, which includes representatives of all key State and local stakeholders, for designing, developing, and implementing the statewide longitudinal data system, and for maintaining and enhancing the system once it is completed.
2. **Communications.** A communication infrastructure for providing timely information to and receiving feedback from all key stakeholders about the project's goals, products, progress, and impact on education management and student learning.
3. **Student ID.** A unique, permanent student identifier assigned by the State or through a process coordinated by the State.
4. **Current System Analysis.** Analyze current data collections and work to consolidate them.
5. **Information Needs Analysis.** An enterprise-wide data architecture that is based upon analysis of information needs at classroom, school, district, State, and Federal levels.
6. **Federally Required Data Elements.** An enterprise-wide data architecture that includes, at a minimum, all data elements required for reporting under the Elementary and Secondary Education Act of 1965, including all data elements required for the EDFacts reporting system.
7. **Data warehouse.** A data warehouse or comparable means for managing and storing longitudinally linked data and making them accessible and useful to teachers, schools, districts, and researchers.
8. **Longitudinal Architecture.** An enterprise-wide data architecture that links data elements across time and allows for longitudinal analysis of student achievement growth, so as to support analyses and research to evaluate the effectiveness of education-related programs and thereby improve student learning and close achievement gaps.
9. **Architecture Linking Silos.** An enterprise-wide data architecture that links records across information systems.
10. **System Components.**
  - 10.1 Identification of all data items to be included
  - 10.2 Data Dictionary
  - 10.3 Metadata
  - 10.4 Data Model
  - 10.5 Business Rules
  - 10.6 Master Data Management (MDM) \*
11. **Data Quality Assurance.** Policies and procedures to assure data quality.
12. **System Quality Assurance.** Procedures to assure system quality including an evaluation procedure for determining successful development/implementation of the data system.
13. **Security, Access, and Use Policies.** Clearly defined policies for providing access to LDS data for evaluation, decision-making, and policy oriented research, in conformance with FERPA requirements, including access to LDS data by teachers, principals, LEA and SEA administrators, other state-level stakeholders, and researchers.
14. **Security Procedures & Solutions (technical).** Procedures for providing access to and protecting the security, confidentiality, and integrity of data, which includes ensuring that individually identifiable information about staff and students, including their history and their families, remains confidential in accordance with the Family Educational Rights and Privacy Act (FERPA) and other relevant legislation.
15. **Automated Reporting.** Automated reporting, with a calendar and reporting formats that ensure timely and accurate data to meet local, State, and Federal reporting requirements, including the commitment and ability to report all EDFacts data groups by the completion of the grant.
16. **Data, Reports, Analyses Provided.** Secure-access enterprise information portals, data marts, or comparable means for providing data, reports, and ad hoc analyses to inform decision-making of key stakeholders, including teachers; school, LEA, and SEA administrators; students, and parents.
17. **Data Exchange.** Capacity to exchange student data across institutions within the State (e.g. between districts) and with institutions in other States, in conformance with FERPA.
18. **Research Facilitation.** A clearly defined procedure for facilitating rigorous analyses, to evaluate program/intervention effectiveness and to support policy oriented research.
19. **System Meeting Needs Evaluation Procedure.** Ongoing, formative and summative evaluation procedures for determining whether the developed system meets reporting and decision-support needs of all of its key stakeholders (parents, teachers, administrators, and researchers).
20. **System Effect on Student Learning Evaluation Procedure.** Ongoing, formative and summative evaluation procedures for assessing the role of the system in interventions intended to improve student learning and close achievement gaps.
21. **User Training.** A program for ongoing training of all key users of the data system.
22. **Sustainability Plan.** A long-term plan for sustaining the system over time, including allocation of the necessary staff, technical, and monetary resources, and training/technical assistance to key users (teachers, principals, and other district and State education agency staff).