

STATEMENT OF WORK
REQUISITION 2-1200-0435

Title: Model Data Distribution Agreements for Improved Distribution of Digital Geographic Information

Sponsor: U.S. Geological Survey/Director's Office/Geographic Information Office/Federal Geographic Data Committee

Background: The Federal Geographic Data Committee (FGDC) is tasked by Executive Order 12906, which calls for the establishment of the National Spatial Data Infrastructure (NSDI) defined as the technologies, policies, and people necessary to promote sharing of geospatial data throughout all levels of government, the private and non-profit sectors, and the academic community.

The FGDC proposes to collaborate with the GeoData Alliance (GDA) to develop a model data distribution agreement for digital geographic information (dGI) distribution and accessibility, and it will educate the user community as to the impact and options of data distribution policies. The project will focus on expanding the concept of availability of dGI between and among businesses and federal, state, and local governmental agencies. The Model Data Distribution Agreement initiative will define and develop concepts and prototype agreements that help to move us toward an ubiquitous geospatial information environment. This project is an endeavor to solve the non-technical issues of availability at all levels and between all communities. The model data distribution agreement will serve to make the United States the world's leader in relation to geospatial data.

Scope and Objectives: The Model Data Distribution Agreement project is based on two linked concepts. The first is the broad definition of digital Geographic Information (dGI) to include any information associated with a location on the Earth's surface. In other words, dGI has the quality of being spatially referenced through a geographic "footprint" whether or not it is in a particular Geographic Information Systems format. The second concept is public accessibility to the broad range of dGI lags due to distribution impediments (cost, availability, service fulfillment, security, privacy), including the lack of any distribution policy at all. The development of a model distribution agreement, customizable to the data creator's unique needs, will facilitate accessibility for governmental and business purposes. The project aims to benefit geographic information users for these reasons:

- Users of dGI would gain better access to needed data from local government and commercial sources.
- Local governments, and those producing data as a byproduct of other activities, would find more users for their data.
- State and national agencies engaged with Homeland Security and Emergency Response would be able to establish data access arrangements before a disaster happens.
- The Geospatial One-Stop and USGS's "National Map" projects will be able to utilize locally produced dGI far more easily.
- NSDI metadata catalogs would be more thoroughly and regularly populated with locally based information.

... maintenance, update, and metadata documentation would become accepted as part of normal data distribution business conditions.

The purposes of the Model Data Distribution Agreement project is to formulate a template to be used as a guide to improve the availability to dGI available to business, local government, and the public. Specific goals include:

- Facilitate the integration of and availability to commercial, federal, state, county, and municipal geospatial and spatially referenced data and imagery.
- Resolve the non-technical impediments to the development of a fully integrated, comprehensive GeoSpatial One-Stop and the National Map for the United States.
- Cross the threshold from the National Spatial Data Infrastructure standard geospatial data clearinghouse concept to a broader geographic library service.
- Develop educational modules in support of the model agreement.

The Model Data Distribution Agreement will facilitate the development of procedures to effectively acquire, integrate, and assure the integrity of geospatial data and imagery by merging commercial data distribution capabilities with the availability of data from government sources, for citizen access and education.

Tasks and Deliverables: The period of performance for the tasks listed below is 15 months from award date. The GDA will provide project management and effort in support of the following:

Task 1: Public Education and Outreach

- 1a: Write and publish three (3) articles explaining the project. Reprints will be made available free to the public. (Proposed: ArcNews, GeoWorld, GeoPlace, professional publications)
- 1b: Make six (6) presentations to conferences (Proposed: URISA, Arc Users, state conferences)
- 1c: Prepare website
 - for communication to professional community (and the world)
 - for internal communication among Steering Committee
 - for internal communication among Workshop participants

Task 2: Organizational Formulation

- 2a: Solicit Steering Committee members
- 2b: Conduct periodic Steering Committee review of activities and documents
- 2c: Write proposals for additional funding
- 2d: Solicit sponsorship from private and public agencies
- 2e: Solicit participants for Initial Workshop series

Task 3: Conduct Supporting Studies and Documentation

- 3a: Review public availability laws in states with priority, or relevant, workshop participation potential
- 3b: Collect existing data distribution agreements and licensing documents
- 3c: Analyze a range of possibilities for model data distribution policies
- 3d: Prepare initial "straw dog" data distribution outline and agenda
- 3e: Document workshop process and results. Results will be published as a report and freely distributed to the public.

Task 4: Conduct Initial Workshop Series

- 4a: Organize Kickoff Workshop venue and logistics
- 4b: Conduct Kickoff workshop
 - Review goals and methods of discourse following GDA principles

- Review and agree on agenda
 - Review "straw dogs" and decide on sequence for resolution of "issues to improve"
 - Agree on schedule for ongoing teleconference resolution activities
- 4c: Conduct teleconference sessions to develop and resolve model agreement issues.
- Meet as sub-groups, where advisable, to work on component parts of agreements.
 - Meet as whole group to integrate components into complete document.
 - Review successive drafts of a Model Agreement until consensus is achieved among Workshop participants, or until minimum number of alternatives is recognized.
- 4d: Prepare Model Documentation
- Prepare Model Data Distribution Agreement (version 1)
 - Prepare narrative of Model development process
- Task 5: Outreach to Professional Community**
- 5a: Present the Model Agreement to professional groups and to publications for comment by the professional community
- Prepare a request for comments on Model Agreement to a wider group of professionals
 - Formulate a list of additional professionals to contact
- 5b: Analyze comments and recommendations
- 5c: Conduct additional teleconference sessions with Initial Workshop participants, to decide how to incorporate community recommendations
- Prepare Model Data Distribution Agreement (version 2)
- Task 6: Model Agreement Promotion and Advocacy**
- 6a: Conduct Wrap-up Workshop with Initial Workshop participants to finalize Model Agreement document and to organize promotion and advocacy activities.
- 6b: Prepare presentation materials to explain Model Agreement
- Presentation Power Points and papers
 - Prepare web page documentation (with appropriate hyperlinks)
 - Prepare magazine articles
- 6c: Participate in professional conference presentations to advocate for Model Data Distribution Agreement
- Task 7: Ongoing Support of Professional Community (NOTE: This task will not be completed as part of this proposed effort. This will be completed with additional outside funding sources.)**
- 7a: Establish "help desk" service for professionals and agencies that have questions about data distribution agreement alternatives
- 7b: Establish database of public agencies and private data distribution companies that includes contact names and agency data distribution policies, fees, etc.
- 7c: Maintain data distribution database until it can be incorporated into NSDI metadata database nodes
- 7d: Assist database participants to upload their information into NSDI metadata database nodes
- Task 8: Project Management (NOTE: Items 8a, b, and e of this task are requesting FGDC funding. Items 8b and c will be an in-kind contribution.)**
- 8a: Establish financial and project management procedures.
- 8b: Conduct ongoing project management budget and progress tracking
- 8c: Solicit and manage volunteer work, when available

- 8d: Solicit and manage subconsultant work, when necessary
- 8e: Prepare management and financial reports

Summary: Under the guidance of the GDA, the Model Data Distribution Agreement project will have a significant impact in use of valuable geospatial data. The project will result in concrete advancements in data sharing and access. These results will be applicable in a wide variety of situations — emergency managers will have immediate availability to specific data resources; citizens will be able to access, visualize, and understand complex data; most importantly, an infrastructure for uniform availability to linked data sources will be developed. The Model Agreement will expand current paradigms in metadata, spatial data standards, and secondary use of this strategic resource. The project will provide an invaluable service to NSDI and Geospatial One-Stop by overcoming the significant commercial and procedural barriers to success currently encountered by these initiatives. The project as a whole will provide a viable, citizen-centered resource for the United States and will serve to make the United States a world example for dGI integration and coordination.