



Open Government Directive – Data.Gov Frequently Asked Questions for Agencies

December 23, 2009

- 1) Question: **In the Open Government Directive (OGD) are the 45 days to submit 3 datasets referencing business days or calendar days?**

Answer: Three datasets are due in 45 Calendar Days. The deadline for dataset publishing is 1/22/2010.

- 2) Question: **Are the three datasets counted by Department, Agency or Bureau?**

Answer: Departments coordinate with their sub-agencies to submit a total of 3 new datasets. For instance, HHS will coordinate among its sub-agencies (e.g., NIH, CDC, CMS) to identify at least three contributions pursuant to the 45 day deadline). Independent Agencies (such as FDIC) should submit 3 new datasets per the OGD. Also, Small Agencies (i.e., PBGC) are encouraged to participate. Every sub-agency is encouraged to produce at least one new dataset.

- 3) Question: **Can Departments count new datasets that were submitted to Data.gov just prior to or concurrent with the release of the OGD?**

Answer: Although we are extremely pleased with the datasets that were made available with the OGD release, those participating agencies are strongly encouraged to identify 3 additional datasets.

- 4) Question: **What if I have more than three new datasets available in the first 45 days?**

Answer: Please submit all available datasets.

- 5) Question: **What are the expectations after the 45-day deadline is met?**

Answer: The expectation is for agencies to assemble a pipeline of datasets, both existing and new, per the Concept of Operations. Agencies should look at the 45 day delivery as a down payment on the continued substantial and institutionalized integration of their data management and dissemination activities.

- 6) Question: **Who is responsible for Data.gov?**

Answer: Data.gov is a flagship of the Open Government Directive. Data.gov was chartered by the Federal CIO Council. The CIOs from the Department of the Interior and the Environmental Protection Agency provide executive leadership. The Program Management Office is at the General Services Administration.

- 7) Question: **Some agencies have data tools in place that are used to provide access to the raw shareable data. Are data tools allowed to be counted as a Data.gov contribution in response to the 45-day deadline associated with the OGD?**

Answer: While we continue to encourage agencies to integrate their data tools into Data.gov, only raw datasets fulfill the 45-day deadline in the Open Government Directive.

- 8) Question: **The 45-day deadline in the OGD specifically asks for datasets not previously available online or in downloadable format. Can datasets that are online but not yet revised to allow the datasets themselves to be downloadable in a usable format be counted once revised?**

Answer: Yes, if they are considered high value datasets. For example, if an agency had a data tool or visualization and was able to disaggregate the underlying data and make them directly downloadable, and the underlying dataset fit the high value definition, that would work against the OGD requirement.

9) Question: **The 45-day deadline in the Open Government Directive specifically asks for datasets not previously available online or in downloadable format. Can improvements to existing datasets that are already integrated into Data.gov be counted once revised?**

Answer: Yes if an agency makes material, significant improvements to the datasets. Examples of material improvements include making the data more timely; new geo-coding or similar enhancements; adding new elements to the data; and improvements in documentation that enable new uses or new insights in current uses. Improvements should be rooted in end user feedback and be significant from that perspective. For the response to the 45-day deadline, please note that three years of the same data do not count as three datasets.

10) Question: **Does this mean that agencies no longer submit contributions to Data.gov of datasets that are currently available on agency websites?**

Answer: No. The purpose of Data.gov is to make government data easier to find and use. This mission extends to integration of government data already online in a downloadable format. Agencies are encouraged to continue to integrate already online and downloadable data into Data.gov.

11) Question: **Are there any other deadlines agencies should take into account?**

Answer: Agencies should review and finalize their submissions to the Data.gov PMO, including completed and finalized metadata template, by close of business Wednesday January 20th. This earlier submission will allow for Data.gov final quality assurance checks and to support publication of data on January 22nd.

12) Question: **What data are required to complete the metadata template?**

Answer: The metadata template is composed of elements from the Dublin Core Metadata standard and includes a few administrative elements. This template may be downloaded from the Dataset Management System located at <http://dms.data.gov>.

13) Question: **What certifications are required and who certifies?**

Answer: Agencies retain responsibility for their datasets. This means that they are responsible for ensuring that legal requirements and policy guidelines associated with public dissemination of data, including information quality, national security risks, privacy, confidentiality, IT security, and accessibility. For more details, please refer to the data policy, available at <http://www.data.gov/datapolicy>.

14) Question: **To whom do we give our dataset submissions?**

Answer: Agencies are responsible for publishing their datasets on their own websites. The metadata submission to Data.gov places the dataset in a government wide catalog, providing a single point of entry to the public and allows the discovery of datasets across the government. The Data.gov DMS provides an on-line capability for agency points of contact (POCs) to originate, evaluate, approve, and submit the dataset metadata to the Data.gov Program Management Office.

15) Question: **Who can I contact for more information?**

Answer: You may contact the Data.gov Program Manager Office or the Chair of the Agency Point of Contacts (POCs) Working Group as follows:

Project Manager	marion.royal@gsa.gov	202.208.4643
Deputy Project Manager	sally.kiel@gsa.gov	202.208.6162
Training and Publishing Assistance	alan.vandermallie@gsa.gov	202.501.6901
Training and Publishing Assistance	daniel.pomeroy@gsa.gov	202.208.0598
ConOps Scheduling	jacke.zeiher@gsa.gov	202.501.8970
Agency POC Working Group Chair	Suzanne.acar@ic.fbi.gov	202.527.4776
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