

Development Information Solution (DIS)

PRIVACY IMPACT ASSESSMENT (PIA) SUMMARY

System Name: Development Information Solution

Managing Office: Agency-wide

Date PIA Completed: June 8, 2018

OVERVIEW

For many years, USAID has expressed a strong need for a management solution to enable the strategic planning, design, budgeting, procurement, implementation, monitoring, and evaluation of USAID's portfolios of projects, activities, and supporting management functions. Despite the fact that numerous systems beyond USAID's corporate systems have proliferated throughout Missions and Bureaus, it is not possible to use any one of these systems to gain a comprehensive picture of the activities USAID is carrying out in a specific geographic region. While these disparate systems may serve the needs of a single Mission or Bureau, their continued proliferation poses significant risks, in terms of information security and other data quality, and will cost the Agency millions in operations, maintenance, development, and other support costs over the next five years. Additionally, these legacy systems are not aligned with USAID's Program Cycle.

Development Information Solution (DIS) will replace existing systems to build one overarching application to meet USAID needs. Users will be able to perform all their regular portfolio management tasks entirely within DIS. The system will have four (4) workstreams, which are the building blocks of the system, encompassing USAID's programming processes. Each workstream will be developed and deployed in sequence.

- Workstream #1 (the focus of this Privacy Impact Assessment [PIA]) encompasses performance monitoring and evaluation functions as well as a basic dashboard and reporting function.
- Workstream #2 supports budget planning and monitoring, facilitating business pipelines and quarterly financial reviews.
- Workstream #3 includes project design and procurement planning functions, supporting pre-procurement planning and producing acquisition and assistance plans.
- Workstream #4 integrates data from across the other three workstreams and displays it in a portfolio viewer dashboard. The dashboard will provide data visualization tools and customizable graphics, making the data relevant and easy to analyze. The workstream will support standard reporting needs and also allow

users to create custom reports.

AUTHORITY FOR COLLECTION OF PERSONALLY IDENTIFIABLE INFORMATION (PII)

5 USC 301- Departmental Regulations: 22 U.S.C. Ch. 32, Foreign Assistance, Subchapter I, International Development, Foreign Assistance Act of 1961, as amended.

INFORMATION COLLECTION (WHAT)

For system user access, the data elements collected are: name, work phone number, and work email address.

INFORMATION COLLECTION (WHY)

The PII collected (name, work email and phone number) are used for authentication and authorization to the system. This ensures that only authorized personnel have access and permission to the system and their respective role(s). This information is used to access the system by designated users.

AGENCY INTENDED USE

DIS is a web-based major application that is an Agency-wide initiative. The DIS system will be an internal portfolio management tool which encompasses performance management, budget planning and monitoring, project design and procurement planning. There will also be an Implementing Partner login for reporting results and complying with contract deliverables. It enables Missions and Washington to map project locations (geotagging is not required; however, metadata may exist within uploaded photos and videos and these photos and videos will not be of people), manage performance indicators, plan acquisitions and assistance, and manage detailed operational budgets. DIS facilitates performance monitoring, evaluations, and portfolio viewing and reporting.

INFORMATION SHARING

No PII is shared outside USAID.

NOTICE OF OPPORTUNITIES FOR CONSENT

DIS does not contact individuals to allow them to consent to the collection of PII. The DIS application does not share the collected PII. The PII is collected via the use of an access request form that is completed by the individual.

SYSTEM OF RECORDS NOTICE (SORN)

This system is not covered by a SORN.