[ Agency logo here ]…

[YEAR] Sprints



| User Advocate ROLE OVERVIEW |
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TOP is a sprint-based innovation program that brings together technologists, government, and communities to rapidly prototype digital products—powered by federal open data—that solve real-world problems for people across the country. More than 200 digital products have been created through TOP to address problems like disaster response, youth and veteran homelessness, reducing ocean plastics, COVID-19, rural economic development, and more.

**User Advocates** are individuals who have experience with issues directly related to the challenges, and who work closely with end-users. Even better, they can be individuals who have experienced the problem directly.

Community leaders, local or national advocates, service providers, and people with direct lived experience make great user advocates.

See past products from TOP at [opportunity.census.gov/showcase](https://opportunity.census.gov/showcase/)

How It Works

01 – IDENTIFY CHALLENGES

Federal agencies identify high-priority challenges facing the public.

02 – TEAM UP

Tech teams sign up to create data-driven, digital products or non-digital solutions in collaboration with end users and data stewards..

03 – BUILD

During virtual tech development sprints, agencies collaborate with tech teams and other sprint participants to create new digital products such as mapping tools, apps, websites, games, AI algorithms, network visualizations, and more. Sprints typically include user research, data exploration, and product development.

04 – LAUNCH

Products are showcased at a virtual or in-person event hosted by the agency.

05 – REACH END USERS

After the sprint, participants work to ensure products reach end users and move the needle on national challenges. Teams have the option to apply for a financial prize to continue their work.

Your Role

| USER ADVOCATES |
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| User advocates are community leaders, local or national advocates, and people with direct lived experience on the topic of the challenges. Past user advocates have represented state and local government, non-profits, service providers, or individual experts. Their role is to guide tech teams in designing solutions that are realistic and useful for the target end users. A user advocate’s role includes:   * Provide insights to tech teams based on their expertise and community connections to shape the products built through the sprint. * Answer questions on user needs to ensure products solve real problems. * Provide ongoing feedback to tech teams on their products throughout the sprint. * Join “milestone” calls (User Research, Concept Pitch, Beta Demo). * Attend showcase event.   User Advocates (UAs) serve a critical role helping tech teams, federal agencies, and other partners understand the everyday people and communities that The Opportunity Project seeks to empower. User Advocates communicate the needs, concerns, and realities of the communities they belong to. They work closely with the tech teams, ensuring that the perspective of the end users drives how the problems are solved. Being a user advocate can be a very lightweight time commitment. Depending on your availability, you can expect to spend 1-3 hours per week working alongside tech teams and other sprint participants to co-create useful technology for your community. |

Why Participate?

| 01 - | BUILD RELATIONSHIPS AND PARTNERSHIPS  Create strategic relationships in government and develop partnerships with tech companies and nonprofits. |
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| 02 - | SHAPE TECHNOLOGY AVAILABLE TO YOUR COMMUNITY  Speak on behalf of your community to have a real impact on the challenges that are tackled and the products that are created. |
| 03 - | SHARE YOUR INSIGHTS  Contribute to knowledge sharing between tech teams, end users, and federal agencies. |
| Examples of User Advocate Contributions:   * A tech team is brainstorming about what their solution might look like and shares a few ideas. As an expert on your community or stakeholders, you are best able to promote the most promising ideas. * A tech team is grappling with a tough, misunderstood issue about your community. You share expert knowledge about the problem, leading to a breakthrough and avoiding a critical misunderstanding. * A tech team wants to share their prototype with real users. You connect them with end users from your network, helping them gather direct feedback on a potential solution. * A tech team is experimenting with the language on their website. You offer guidance on which messages will resonate with your community. | |

Other Roles

| GOVERNMENT |
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| Federal agencies & local governments define major challenges facing the public within their mission areas. During the 12-week sprint, data stewards provide feedback to the participating teams and assistance working with federal open data. |

| PRODUCT ADVISORS |
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| Product advisors are technology product experts from outside the government who consult tech teams on how to develop viable products that can be maintained and implemented after the sprint. |
| TECH TEAMS |
| Tech teams are the companies, universities, non-profits, and students who build digital products in the sprints. They design, develop, and launch the products and typically own and maintain the products and associated IP after the sprints. |

FAQs

What is a User Advocate?

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A User Advocate is a sprint participant who is a member of, or works closely with, the target audience of the tools being developed during the sprint (i.e. an “end user” of the products being built by the tech team). They can be service providers, community leaders, organizers, or people with direct lived experience about the problem that is being addressed.

Why is being a User Advocate important?

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User advocates provide invaluable first-hand knowledge about the problem statements during sprints in the Opportunity Project. Their knowledge is critical to tech teams in understanding the end user’s real problems, so they can build meaningful solutions. Having collaborators with direct knowledge of their community’s pain points, perspectives, and experiences, allows tech teams to build products that solve real needs, rather than products that are only useful in concept.

Where do I fit into the process?

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User Advocates have a role at every stage of the sprint process. At the beginning of the process, you can provide much-needed context for the problem statement to help tech teams better understand the central issues and narrow down their focus.

During the sprints, tech teams may ask you for more information to better understand your community by conducting interviews, focus groups, workshops, or online surveys. Tech teams may also ask you to connect them with other members of the community you represent to engage with a broader user research base. Throughout the sprint, you will have the opportunity to provide direct feedback on products in development and will also join the teams in celebrating all sprint milestones!

Once the tech teams have an initial prototype, User Advocates play a critical role in collecting

reactions and feedback from their communities.

They may do this on their own or by connecting tech teams with members of their community to conduct user testing. User testing allows tech teams to know first-hand how useful their product is, what works and doesn’t work, and, most importantly, what to change for the next iteration.

What kind of feedback do user advocates provide to tech teams?

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Anything you want to share will be helpful, but in particular, you may want to focus on your experiences or your community’s experiences with the problem statement. As a User Advocate, you have a valuable perspective on a community or stakeholder’s experiences that the tech teams want to learn from. When reacting to a prototype, you can share whether you find it useful and why or why not, what works and doesn’t work, what you like and why, what you’d change, etc. When interviewing you or asking for feedback, tech teams will prompt you with specific questions. However, any way you can represent an end user’s needs and experiences is helpful.

How often should I interact with the tech teams?

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We encourage User Advocates to check in with the tech teams regularly through email, Slack, or any other preferred channel of communication. Since user advocates have a pivotal role in shaping the usefulness of the product, more communication can only result in a better product.

What is the time commitment to be a User Advocate?

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Time commitment is up to you and can range during different sprint phases from 1-3 hours per week. In general, providing more communication and involvement as an user advocate can only help the teams. After all, user advocates have a valuable and pivotal role in shaping the effectiveness of the product.