

PEPC v.2 Requirements Gathering User Engagement- Fall 2023

Background: The NPS received Inflation Reduction Act funding to rebuild and upgrade the PEPC application (PEPC v.2) with targeted completion in FY26. To meet this timeline, we have contracted to initiate requirements gathering in fall 2023.

How does requirements gathering work?	Our contractor will be engaging key user groups to discuss the topics that make up the big picture pieces for PEPC v.2. Through these discussions, the contractor will work through multiple rounds of review and revision based on NPS input that will lead to the final Requirements Specifications for PEPC v.2.
What are the topics that will be addressed?	The first series of calls will focus on <i>Outputs</i>, such as reports, forms, and dashboards (i.e., what are the products NPS staff would like/need to be able to get out of PEPC v.2?). Identifying <i>Outputs</i> will drive requirements for PEPC v2 inputs. The second topic will be <i>Compliance</i> with a focus on how PEPC v.2 could support and streamline the overall compliance process. Future topics will be informed by the <i>Outputs</i> and <i>Compliance</i> discussions but are expected to cover topics such as <i>Project Setup</i>, <i>Assigning Tasks</i>, <i>Public Communication and Comment Analysis</i>.
Who are the key user groups?	Key user groups include Regional Staff, Superintendents, Project Leaders, Park Compliance Specialists, Park Resource Specialists, Communications staff, Public Comment Analysts, and Other System Representatives (e.g., PMIS, CRIS). Given the diversity of compliance practices across the NPS, we are aiming for representation from all regions and across a wide variety of parks.
What is the expected commitment?	For each topic, the complexity will guide the number of meetings (i.e., there may only need to be 2-3 meetings to complete a simple topic whereas more complex topics could require 6-8 meetings). The kickoff meeting is scheduled for Tuesday, October 10th (soon, we know!) and subsequent meetings will be held on Tuesdays and Thursdays from 12-1:30pm Mountain Time. In addition to meeting attendance, there will also be approximately one hour of offline review, comment, and input per week. We will identify key user groups to engage for each topic, but attendance at other meetings outside of your identified user group is welcome. We anticipate the meetings wrapping up by the end of February.
How can I get involved?	We are seeking interested, motivated, and engaged staff from each of the seven legacy regions for each of the <i>key user groups</i> who are willing to participate, represent their user group/region, and help us make PEPC v.2 as effective as possible at all levels of the NPS. We recognize that everyone is busy, and life will intervene, but don't preclude yourself from signing up if you think you may have to miss a meeting or two. There will be opportunities to provide input outside of the meetings if necessary. Please indicate your interest in participating in this effort by filling out the sign-up form. If you would like more information about this effort, reach out to the PEPC helpdesk at pepc_helpdesk@nps.gov.