



TiGER Work Plan

Last Update: 3/31/2021



Work Plan Summary

- **TiGER will conduct its work in 8 phases:**

- Phase 1-7 (focused on research and drafting recommendations) - January 2021 to April 2022
- Phase 8 (focused on advocacy) - May 2022 through the end of the 2023 General Assembly

Workplan Overview

Phase	Phase Description	Desired Outcomes	Timing
Phase 1: Task Force Establishment	The Task Force will assemble, determine its internal organizational structure, and adopt a workplan, including a communications plan.	A clear work plan that provides TiGER members and the public a clear understanding of how the Task Force will complete its work.	January – March 2021
Phase 2: Survey Research and Expert Forums	The Task Force will hold a series of forums to receive further information from experts in each area under consideration. These sessions will be public and include government, community stakeholders, academics with expertise in local government and electoral system, and viewpoints from beyond Arlington County. The Task Force will also conduct survey research to support its work.	Provide the Task Force and the public with the information to determine what changes are necessary (if any) and the potential forms of those changes.	April – August 2021
Phase 3: Adoption of Preliminary Recommendations Guidelines	The Task Force will adopt a Preliminary Recommendations Guidelines, which will detail the Task Force’s Preliminary Recommendations on the matters within its purview. The Preliminary Recommendations Guidelines will guide the subject matter subcommittee’s implementation proposals, which will be drafted in Phase 4.	A clear, high-level understanding of the set of recommendations (if any) the Task Force plans to advocate for in its final report.	September 2021
Phase 4: Subcommittees Draft Implementation Proposals	Additional Task Force Subcommittees will be formed and will draft implementation proposals for consideration by the Task Force	Detailed proposals to implement the Task Force’s recommendations (if any) as defined in Phase 3.	October – November 2021
Phase 5: Review and Adopt Subcommittees’ Proposals	The Task Force will review and adopt subcommittee proposals for incorporation into the Task Force’s final report.	A detailed and clear understanding of the Task Force’s recommendations and how to implement them.	December 2021
Phase 6: Final Public Report Drafting	The Task Force will designate specific individuals or a subcommittee to draft a final report based on approved proposals.	A final report that reflects the majority of the Task Force and its members.	January 2022 – March 2022
Phase 7: Adoption of Final Report	The Task Force will consider, revise, and adopt a final report.	A final report that is supported by the Civic Federation Membership.	April 2022
Phase 8: Advocacy and Outreach	Task Force will advocate for its final recommendations before the County Board, School Board, and the Virginia General Assembly	The adoption of the Task Force’s recommendations by the relevant government body.	May 2022 through End of 2023 Regular Virginia General Assembly Session

