**Getting started on a Broadening Participation in Computing (BPC) plan**

Broadening participation may be easier than you think (see https://cacm.acm.org/blogs/blog-cacm/233339-broadening-participation-in-computing-is-easier-than-you-think/fulltext), but it is not trivial—there is no quick fix.  A goal of the CISE BPC pilot is to encourage **thoughtful engagement** of the community with this longstanding issue. Here are some suggested steps to get started:

1. **Read the short white paper** available at the BPCnet Resource Portal.  It was developed by researchers who have been working on BPC for some time, and provides important guidance. It is a relatively short but critical resource on how to create and evaluate effective BPC plans.  It describes ideal as well as evolutionary approaches, recognizing that not everyone is starting from the same place with respect to BPC.

2. **Consider joining an existing program or activity.**  We strongly encourage PIs to leverage existing, successful, diversity and/or outreach activities that may be available in their departments, on their campuses, or across their local regions. The BPCnet Resource Portal has examples of other ongoing, collective activities that you can join.  If your department does not have a plan, consider developing one in cooperation with other faculty and your administration.

3. **Focus.**  Identify specific barriers or challenges that are present in the context of yourinstitution.

BPC plans depend on several local factors: research area, geographic location, target population, type of engagement (national, regional, institutional, departmental, classes, and/or research group), type of activity (recruitment, retention, mentoring, etc), level of engagement (post-graduate, graduate, undergraduate, K-12), institutional support, and most importantly your vision for addressing underrepresentation. The white paper includes a rubric for BPC plans that you can use to help frame your plan. The following highlights are *not* a substitute for the guidance or rubric in white paper.

Context
- Describe the problem or need to be addressed, and situate it in your departmental, institutional, demographic, and geographic context.
- Provide a rationale or hypothesis for why your approach makes sense.
- Succinctly describe the measurable goals of the BPC plan.

Target
- Specify the intended population and provide clear demographic data on that population.

Strategy
- Identify the specific activities to be conducted. Explain how the activities are tailored to the target audience.
- Show awareness of resources required along with the need to follow best or promising practices.
- Include a timeline.

BPC Prior Work
- PIs who have existing/prior BPC activities should describe results and lessons learned from those activities, and relate them to the efforts to be undertaken as part of this current proposal by addressing how they have contributed to any change or growth reflected in the current plan.
- PIs with no prior experience with BPC should identify any preparation and/or training that may be needed to ensure that their labs/teams/students are prepared to conduct the proposed BPC activities.

Measurement and Dissemination
- Include a plan for meaningful assessment to measure progress toward the stated BPC goals.
- The scale of the assessment and evaluation plan will correspond to the scale of the BPC effort.
- Provide a strategy for sharing results of the implementation to allow others to learn about effective new models and strategies.

Additional important detail about each of the above components is available in the white paper.

**Evaluation criteria for BPC plans**
The white paper mentioned above has detailed criteria for evaluating BPC plans. We cannot stress enough the importance of reading the white paper.