

## Innovative Time Program

Anderson, John E

Sent: Friday, September 13, 2013 1:17 PM

To: Eitches, Edward E

Cc: Federoff, Carolyn; Salamido, Holly K; Gross, Jerry; Boykin, Donnell S

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Good afternoon Mr. Eitches:

Please allow this communication to serve as a courtesy notice in accordance with Article 3 of the HUD/AFGE Agreement regarding the implementation of the Innovative Time Pilot. Innovation Time is a dedicated set-aside of official work hours for employees to develop and implement ideas to improve how HUD does business. The intent is to further the objectives under Strategic Goal 5, i.e., Transforming the Way HUD Does Business) by fostering an open, flexible, and engaging work environment. The Pilot program offices are Community Planning and Development (CPD) and Field Policy and Management (FPM).

Participating employees will be allowed up to 4 hours per week to work on Innovation Time projects; the distribution and quantity of those hours will be decided between the employee and their supervisor. As a condition of participation, employees are expected to form project teams. They may work on any project they choose, as long as it shows a clear benefit to HUD.

The idea for Innovation Time originated in April 2012 through HUD Ideas in Action, the Department's official platform for employees to offer feedback to improve our programs and processes. This project was absorbed by Switchboard, a distinct group open to all HUD employees looking to connect with one another to work on projects to benefit the agency. In late 2012, the Switchboard group presented the idea to Deputy Secretary Jones, who expressed his support for a pilot. If the pilot programs are successful, the Deputy Secretary has expressed support for expanding it HUD-wide, and all employees who meet the basic criteria would have equal opportunity to participate. It is the intent of the Department to launch the Pilot prior to the end of this fiscal year.

Thank you for your cooperation in this regard. If you have additional questions or concerns please contact the Office of Employee & Labor Relations at 202-708-3373.

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