

IT INVESTMENT MANAGEMENT - SELECT PHASE (1.0)
 IT CLEARINGHOUSE REVIEW STAGE (1.1)
 PROJECT PROPONENT CONDUCTS SCREENING ANALYSIS (1.1.6)

1.1.6	Project Proponent conducts Project Screening Analysis	<p>Entrance Criteria: <i>The project proponent must have conducted a Clearinghouse review and coordinated with the Business Users and Managers (Steps 1.1.1 - 1.1.5).</i></p>
		<p>Purpose: <i>To determine which level of IT Investment Management oversight is appropriate for the proposed re-engineering effort the Project Proponent must first answer several questions.</i></p>
		<p>Exit criteria: <i>At the end of this phase the project proponent / Bureau employee will know who to contact and how to proceed to bring their business process re-engineering effort forward for a management determination.</i></p>
		<p>Deliverables:</p>
		<p>Time Frames: <i>Business Driven</i></p>
		<p>Who's Involved: <i>Project Proponent</i></p>
1.1.6.1	Project Proponent determines	<p>Purpose: <i>The Project Proponent must determine:</i></p>
		<p>Deliverables:</p>
		<p>Time Frames:</p>
		<p>Who's involved: <i>Project Proponent</i></p>

1.1.6.2	Is the Project a Major Application of General Support System ?	<p><i>OMB Circular A-130 defines a General Support System as well as a Major Application.</i></p> <p>General Support System: as an “interconnected set of information resources under the same direct management control which share common functionality”. For example;</p> <ul style="list-style-type: none"> • a local area network including smart terminals that support a branch or office, • an agency-wide backbone, • a communications network, • a departmental data processing center including its operating system and utilities, • a tactical radio network or • a shared information processing service organization. <p>Major Application : is a use of information and information technology to satisfy a specific set of user requirements that require special management attention to security due to the risk and magnitude of harm resulting from the loss, misuse, or unauthorized access to or modification of the information in the application.</p> <p>Major Information System: is an information system that requires special management attention because of its importance to an agency mission, its high development, operating or maintenance costs; or its significant role in the administration of agency programs, finances, property or other resources</p> <p><i>If yes then the business process re-engineering effort must be considered as a national IT investment.</i></p>
1.1.6.3	Will the Project’s total life cycle costs exceed \$ 500,000 ?	<p><i>To answer this question, the Project Proponent must make an order of magnitude estimate of the proposed re-engineering effort. The estimated costs must include all Bureau labor, travel, training, overhead costs, contractor labor, hardware, software, and operations and maintenance costs.</i></p> <p><i>If yes then the business process re-engineering effort must be considered as a national IT investment.</i></p> <p><i>If no then the Project Proponent must answer the next question.</i></p>

1.1.6.4	Will the Project affect multiple States/Centers ?	<p><i>To answer this question, the Project Proponent must envision how the proposed re-engineering effort will affect the end users as well as the support personnel at the State, Center and Field Office level. Will it require personnel support to test, implement, and/or maintain.</i></p> <p><i>If yes then the business process re-engineering effort must be considered as a national IT investment.</i></p> <p><i>If no then the Project Proponent must answer the next question.</i></p>
1.1.6.5	Will the Project affect multiple Business Areas ?	<p><i>To answer this question, the Project Proponent must think about the proposed business process re-engineering effort, will it or could it affect or be used by more than one business area/program.</i></p> <p><i>If yes then the business process re-engineering effort must be considered as a national IT investment.</i></p> <p><i>If no then the Project Proponent must answer the next question.</i></p>
1.1.6.6	Does the Project Proponent have a State/Center CIO and ITIB ?	<p><i>To answer this question, the Project Proponent must determine if their State/Center has a CIO and an operational ITIB.</i></p> <p><i>If yes, then they must follow State/Center guidance.</i></p> <p><i>If no, then they must follow National IT Investment Management Process.</i></p>
1.1.6.7	Project Proponent must follow state/center CIO and state/center ITIB guidance.	<p><i>Depending on the State/Center some may or may not have IT investment management process identified, established and operational.</i></p> <p><i>If the Project Proponent's State/Center does have an IT Investment Management Process, they must follow that guidance.</i></p> <p><i>If the Project Proponent's State/Center does not have an IT Investment Management Process, they must follow the National IT Investment Management Process.</i></p>
1.1.6.8	Project Proponent must follow national IT Investment Management Process starting with the Clearinghouse review.	<p><i>If the Project Proponent has answered Yes to any question the proposed business process re-engineering effort must follow national IT Investment Management Process.</i></p> <p><i>The Proponent's next effort is to enter the next phase of the IT Investment Management Process by conducting an IT Clearinghouse Review.</i></p>