



The Project Academy Series

Project Approval Lifecycle: Road to Successful Projects

Introductions

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Agenda

- **What is the Project Approval Lifecycle?**
- **How does this affect my organization and my role in projects?**
- **How can this increase the likelihood of successful projects using the Project Approval Lifecycle?**

What Do These Amounts Have In Common?

\$96 Million

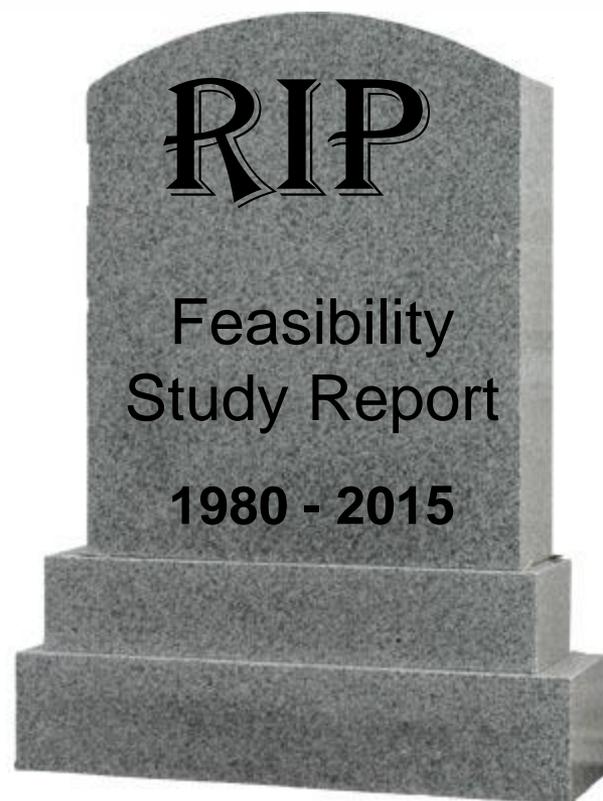


\$208 Million



\$262 Million





Why Are We Changing How IT Projects Are Approved?

- **Project Approval Process created over 30 years ago.**
- **Current process is not conducive to focusing on the business need.**
- **Need to establish more realistic IT Project cost and schedule baseline**
- **Create more transparency in the Department of Technology's evaluation criteria.**

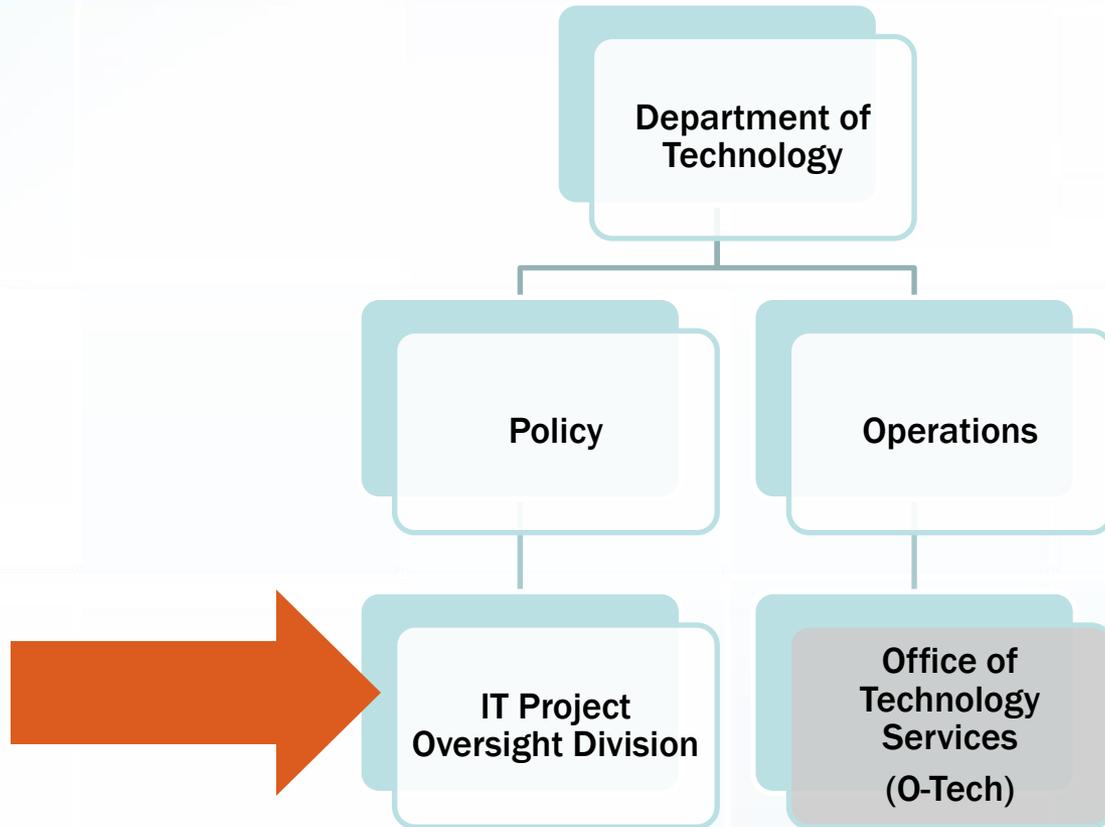
Introducing the Project Approval Lifecycle



What is the Project Approval Lifecycle?

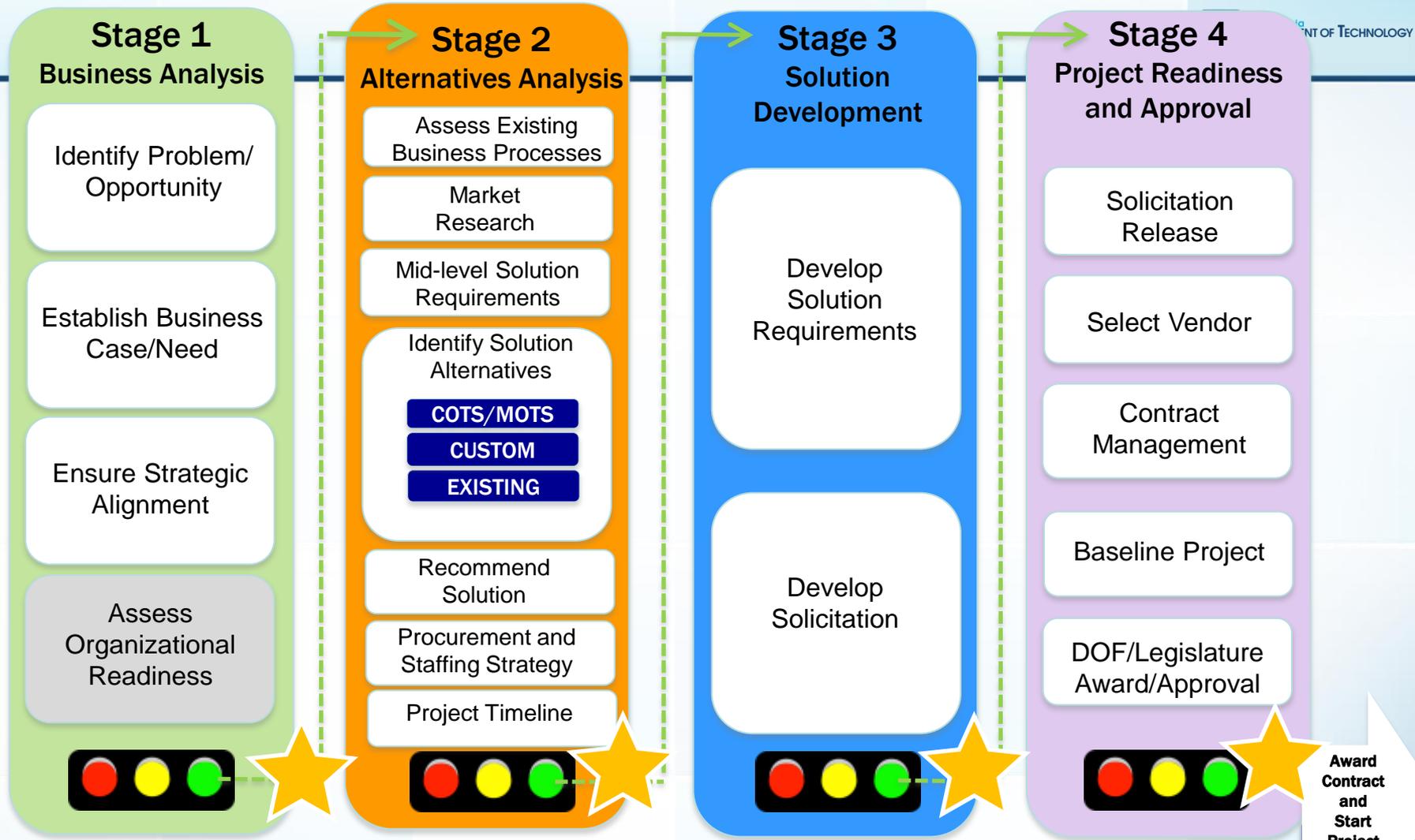
Information Technology project approval process designed to improve the planning, quality, value and likelihood of success for technology projects being undertaken by the State of California

Who Evaluates for Project Approval?



Project Approval is provided by the Information Technology Project Oversight Division which is under the Chief Deputy Director, Policy. The ITPOD is your primary contact for the Project Approval Lifecycle.

Stage/Gate Model



Department of Technology Oversight and State Entity Collaboration

Phased Release Beginning Late 2014

New Concept for Project Approval



Benefits of the Project Approval Lifecycle

- **Increases the likelihood of project success**
- **Provide a guided approach towards planning and approving an IT initiative**
- **Iterative approval process requires information only when necessary**
- **Ability to collaborate with Department of Technology**

Feasibility Study Report versus Stage/Gate Model Crosswalk

Feasibility Study Report

1.0 Executive Approval Transmittal

2.0 Information Technology Project
Summery Package

3.0 Business Analysis

4.0 Baseline Analysis

5.0 Proposed Solution

6.0 Project Plan (initial)

7.0 Risk Register

8.0 Economic Analysis Worksheets

9.0 Business Functional
Requirements

Stage/Gate Model

Stage 1
Business Analysis

Stage 2
Alternatives Analysis

Stage 3
Procurement
Analysis

Stage 4
Solution Analysis

New Elements

1.3 Preliminary Assessment

1.3.2 Impact Assessment

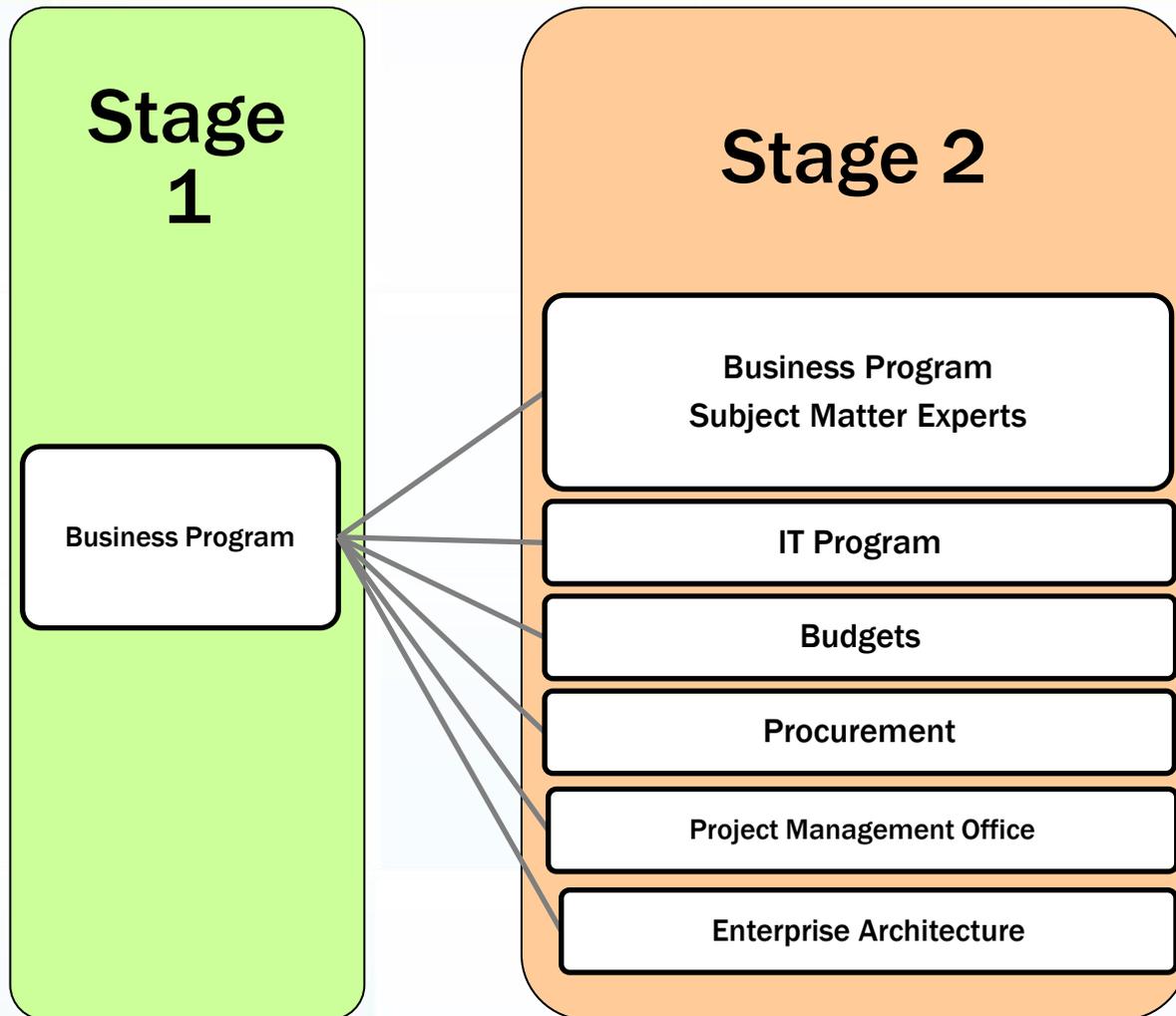
1.11 Business and Stakeholder
Capacity

1.12 Organizational Readiness
1.12.1 Governance Structure
1.12.2 Leadership Participation
1.12.3 Resource
Capacity/Skills/Knowledge
1.12.4 Training and
Organizational Change
Management
1.12.5 Enterprise Architecture
1.12.6 Project Management

Economic Analysis Worksheets

Requirement Guidelines

Drivers in Developing Project Proposal – How you Participate



Submissions Mailbox



Have you ever ... ?

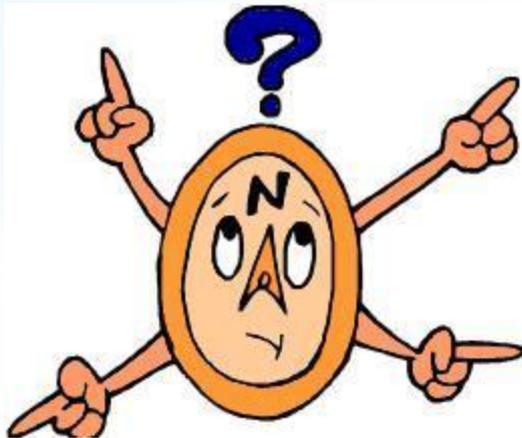
- How many have experienced scope creep?
- How many have run into challenges identifying the business problem/opportunity?
- How many have dealt with frequent project/proposal team changes?
- How many have had challenges trying to conduct an assessment (risk, org readiness)?

How to Get Started

**A planned and guided approach to
developing a proposal starts with the
Stage 1 Business Analysis
(S1BA)**

This is what makes a strong foundation!

Behind The Form



Achieving
An
Approved
S1BA and (a
Successful
Project)!



Stage 1 Business Analysis

S1 Beta Version (Rev. 12/2014)

1.1 General Information	▼
1.2 Submittal Information	▼
1.3 Preliminary Assessment	▼
1.4 Business Sponsor and Key Stakeholders	▼
1.5 Business ... Mark all that apply	▼
1.6 Statutes or Legislation	▼
1.7 Program Background and Context	▼
1.8 Strategic Business Alignment	▼
1.9 Business Problem or Opportunity...	▼
1.10 Business Problem or Opportunity Objectives Table	▼
1.11 Business and Stakeholder Capac...	▼
1.12 Organizational Readiness	▼
Department of Technology Use Only	▲
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Expectations

- Information provided is the output of a thorough business analysis necessary for a thoroughly developed S1BA:
 - Expect to learn the intent of form
 - Expect to learn approaches and best practices to complete
 - Expect to learn the Department of Technology's evaluation criteria

Overview

 Stage 1 Business Analysis	
S1 Beta Version (Rev. 12/2014)	
1.1 General Information	▼
1.2 Submittal Information	▼
1.3 Preliminary Assessment	▼
1.4 Business Sponsor and Key Stakeholders	▼
1.5 Business ...	▼
Mark all that apply	
1.6 Statutes or Legislation	▼
1.7 Program Background and Context	▼
1.8 Strategic Business Alignment	▼
1.9 Business Problem or Opportunity...	▼
1.10 Business Problem or Opportunity Objectives Table	▼
1.11 Business and Stakeholder Capac...	▼
1.12 Organizational Readiness	▼
Department of Technology Use Only	▲
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High-level overview of the business need and appropriate contact

High-level sizing of the proposed project

Identification of Key Drivers and Organizations Behind the Concept

Events and Dynamics

Goals, Opportunities, and Objectives

Project Readiness

The Department of Technology's assessment

What You Will Need

- To make the process of completing the S1BA faster it is best to gather the necessary resources first.
 - Subject Matter Experts
 - Process Documentation
 - Organizational information
 - Projects in motion
 - Resource availability (people and money)
- This is NOT a simple concept statement

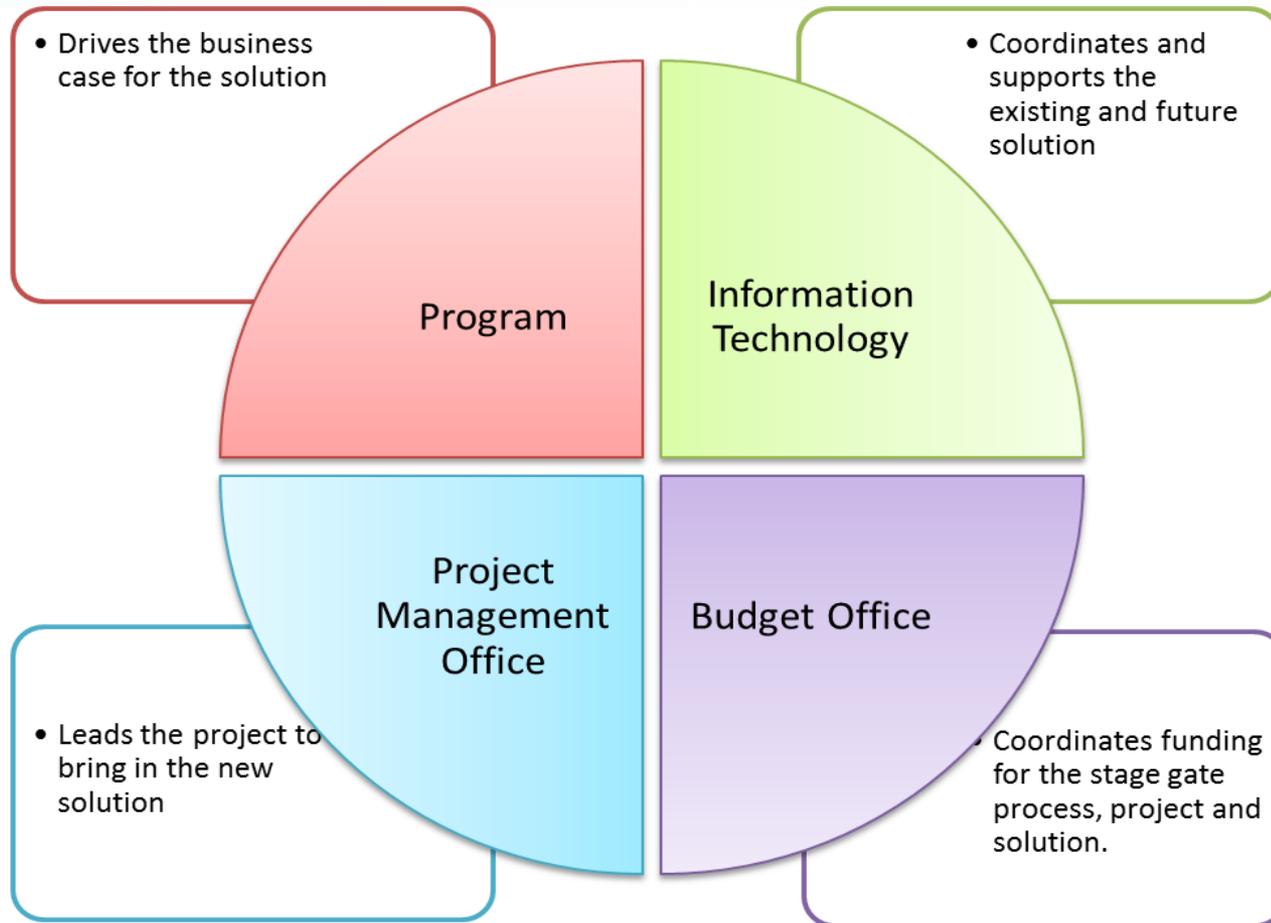


GOOD PRACTICE: Also have a copy of the S1BA Scorecard and Policy on hand.

Subject Mater Expert (SME)

- **Definition:** A person who possesses in depth knowledge regarding a specific domain of information.
- Think of it as your **A-TEAM!**
- **What to look for in a SME:**
 - Individuals who analytically understand and can articulate the workflows of the impacted processes/systems.

Your Development Team



Expected Knowledge to Develop Project Proposal



GOOD PRACTICE:
Appoint a S1BA Leader!

Department of Technology

Review Criterion and Considerations



- Our main focus is alignment and consistency throughout the S1BA
- ITPOD uses information found in
 - S1BA
 - Previous state entity projects
 - State entity's website
 - Proposal Team
 - All Relevant Legislation
- For each of the content modules, specific slides will be included that focus on what ITPOD assesses in each of the sections.
- There should be no guesswork involved as to what ITPOD will be looking at in the S1BA.



MODULE 1

**SECTIONS 1.1 GENERAL
INFORMATION AND 1.2 SUBMITTAL
INFORMATION**

Overview of General Information

SI Beta Version (Rev. 12/2014)

1.1 General Information

Agency or State Entity Name:
Select...

Organization Code:

Proposal Name:

Proposal Description:

Proposed Start Date: *

Delegated Cost Threshold (... Over Under)

Department of
Technology Project Number: *

This is found on the Department of Finance website or SIMM 15. This corresponds to the department's section of the budget.

This is similar to the Information Technology Capital Plan description.

This number will be left blank until it is received by the Department of Technology. Once assigned by CDT this will be the project's reference for the life of the project.

Overview of Submittal Information

1.2 Submittal Information

Contact Information

Contact First Name: *

Contact Last Name: *

Contact email: *

Contact Phone Number:

Submission Date: *

Submission Type:

- New Submission
- Withdraw Submission
- Updated Submission (Pre Approval)
- Updated Submission (Post Approval)

Project Approval Executive Transmittal:

 Click here to attach a file *

Choose Appropriately:

- The contact will need to speak on a broad range of project specific topics
- The contact will speak directly with ITPOD staff.

WHICH SHOULD I CHOOSE?

- New Submission: This is the first time Dept. of Technology has seen the proposal
- Withdraw Submission: The submitting entity determine the proposal is no longer necessary to address the business case.
- Pre-Approval Submission: The state entity is returning the S1BA with edits prior to the proposal being approved.
- Post Approval: The state entity has an approved S1BA, however in further stages additional information about the business case was identified and the S1BA is being resubmitted with these edits..

This can be found in SIMM section 19.H template H.1



Module 2

SECTION 1.3 PRELIMINARY ASSESSMENT

Overview of Reportability Assessment

1.3.1 Reportability Assessment

- | | Yes | No |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| 1. Does the Agency/State entity anticipate requesting a budget action to support this proposal? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Does the Agency/state entity anticipate the estimated total development and acquisition cost to exceed the Department of Technology's established Agency/state entity delegated cost threshold and the proposal does not meet the criteria of a desktop and mobile computing commodity expenditure? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Does this proposal involve a new system development or acquisition specifically required by legislative mandate or is subject to special legislative reporting or review as specified in budget control language or other legislation? | <input type="checkbox"/> | <input type="checkbox"/> |

Anticipated Reportability

Is this proposal anticipated to be reportable?

Planned Reporting Exemption

Does the Agency/state entity anticipate seeking an exemption from project reporting?
(Answer only if Anticipated Reportability above is "Yes.")

- These are the standard criterion defining a reportable project from SAM section 4819.37
- This also gives the Department of Technology a heads up to any related work such as BCPs or reports.

This is similar to indicating that the department would like to pursue an RER.

Overview of Impact Assessment

1.3.2 Impact Assessment

1. Is the funding source(s) been identified for this proposal? Yes No

If "Yes," select applicable funding source(s).

If funding source is "Other Funds," specify below:

Fund Source	Fund Availability Date
<input type="checkbox"/> General Fund	FY 0000-00
<input type="checkbox"/> Special Fund	FY 0000-00
<input type="checkbox"/> Federal Fund	FY 0000-00
<input type="checkbox"/> Reimbursements	FY 0000-00
<input type="checkbox"/> Bond Fund	FY 0000-00
<input type="checkbox"/> Other Funds	FY 0000-00

2. Will the State possibly incur a financial sanction or penalty if this proposal is not implemented? If "Yes," provide details in Section 1.9 Business Problem or Opportunity Summary. Yes No

3. Is this proposal anticipated to have high public visibility? If "Yes," provide details in Section 1.9 Business Problem or Opportunity Summary. Yes No

4. On a scale of 1 to 3 (1 = None, 2 = Partially, 3 = Fully), indicate how well the current business processes are documented, communicated and available for review.

Funding identified

If so when do you expect to need it?

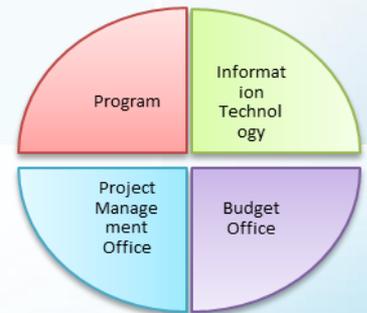
Is there a sanctions or penalty impact tied?

How visible will this be?

How well is the current processes documented?

Best Practices

- Use the research gathered as part of the Program Background (1.7) to guide the answers to these yes/no questions.
- Work with the budget office to understand funding timelines, restrictions and needs.
- Consider tools such as matrices to evaluate thoroughness of processes.
- Analyze the context of the project and department to determine visibility.



What if...?

- I don't know what the delegated cost threshold is for my department?
 - Reference Statewide Information Management Manual (SIMM) Section 15
 - Contact the Department of Technology, Information Technology Project Oversight Division

What will Department of Technology Assess?

- Is there alignment of the resource needs?
- Is there alignment of legislation to business drivers?
- Is there alignment of the strategic goals with the last IT Strategic Plan on file?
- Is there alignment of the rating on process documentation to the narrative of the Program Background?



Module 3

SECTIONS 1.4 THROUGH 1.6

Business and Key Sponsors

1.4 Business Sponsor and Key Stakeholders

Executive Sponsors

Title	First Name	Last Name	Business Program Area
*	*	*	*

Insert Executive Sponsor

Business Owners

Title	First Name	Last Name	Business Program Area
*	*	*	*

Insert Business Owner

Key Stakeholders

Title	First Name	Last Name	Business Program Area/Group	External
*	*	*	*	

- **Sponsors** champion the project proposal and are pulled from the business area executive leadership.

- **Business owners** are the organization entities responsible for carrying out the impacted area of the mission.

- **Stakeholders** will be affected by the solution.

For more information on these roles, please see SIMM Section 17

Best Practices

- Consider triggers for the business processes.
- Consider who is involved with the decisions within the business processes.
- Determine who supports the existing systems used in the business processes.
- Identify who receives output from a business process.
- Identify who develops the policies and rules used by the business process.

Possible Approach: Consider using a workflow exercise to identify organizations that should be sponsors business owners and stakeholders.



What if... ?

- I don't know all of the stakeholders or business owners?
 - Consider filling out this section after completing the rest of the form. The analysis process for these sections will help identify this information.
 - Concentrate on the business owners and stakeholders within your organization first. These “insiders” should be able to shed light on external stakeholders.

What will Department of Technology Assess?

- Is there alignment between stated sponsors, business owners and stakeholders to the business area narrative in Program Background and Context?
- Is there an alignment of business sponsors to Finance's organizational information about the program?

Business Drivers

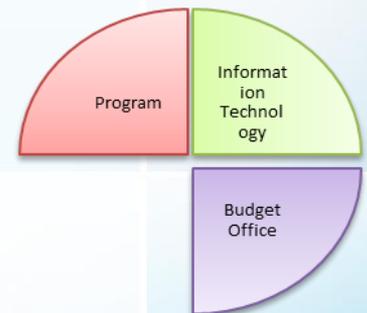
1.5 Business ... Mark all that apply

- | | | | |
|----------------------|--------------------------------------------------------------|------------------|--------------------------------------------------------|
| Financial ... | <input type="checkbox"/> Increased Revenues | Mand... | <input type="checkbox"/> State |
| | <input type="checkbox"/> Cost Savings | | <input type="checkbox"/> Federal |
| | <input type="checkbox"/> Cost Avoidance | | |
| | <input type="checkbox"/> Cost Recovery | | |
| Improve... | <input type="checkbox"/> Better Services to Citizens | Securi... | <input type="checkbox"/> Improved Information Security |
| | <input type="checkbox"/> Efficiencies to Program Operations | | <input type="checkbox"/> Improved Business Continuity |
| | <input type="checkbox"/> Improved Health and/or Human Safety | | <input type="checkbox"/> Improved Technology Recovery |
| | <input type="checkbox"/> Technology Refresh | | |

The purpose of this section is to provide a high-level understanding of the advantages and reasons for undertaking the proposed project.

Possible Approach to Business Drivers

- Consider completing this section after completing the analysis of the form.
 - For every check box checked, make sure to have information to substantiate the choice.
 - These check boxes should be areas that are detailed in subsequent sections.



What will Department of Technology Assess?

- If there is legislation as a driver, is this also indicated in the form?
- Are the highlighted business drivers detailed in section Program Background and Context?

Statutes or Legislation

1.6 Statutes or Legislation

Statutes or Legisl... New Statutes or Potential
Legislation

Changes to Existing Legislation

Not Applicable

Bill Number:

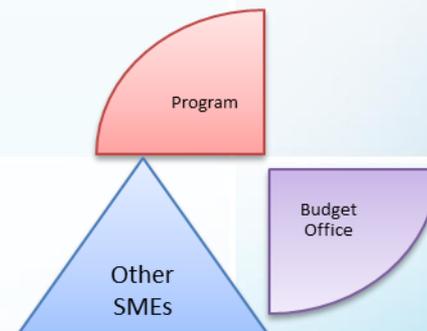
Legal Reference:

Additional
Information:

- All of California's programs are based on a framework of law.
- This section is used to specify when these conditions are in place.

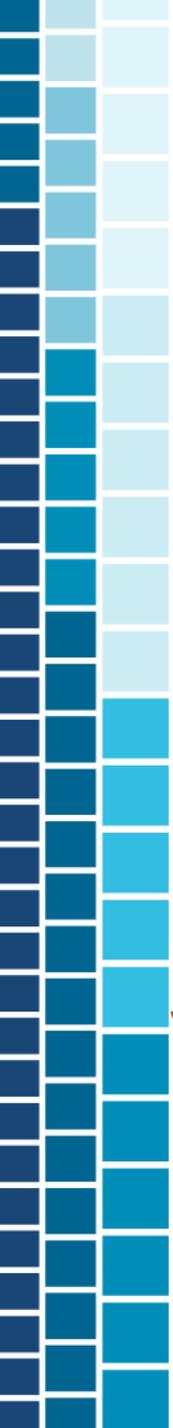
Best Practices

- **Work with your legislation office or policy office to identify all applicable legislative or statute drivers for the project proposal.**
- **Make sure to highlight:**
 - **Any relevant legislative history and backers.**
 - **Any related legislatively driven budget actions.**



What will Department of Technology Assess?

- If there is legislation identified, is there a corresponding associated business driver?
- Is the identifier for legislative mandate in alignment with what is narratively articulated?
- In the narrative sections, is the legislation's impact detailed?



Module 4

SECTION 1.7 PROGRAM BACKGROUND AND CONTEXT

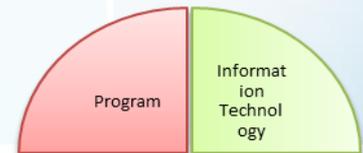
Program Background and Context

1.7 Program Background and Context

- This section while deceptively small in the form, is the crux of the form.
- This is a completely narrative section that details the environment

Best Practices

- Identify the organization's business processes.
- Determine the roles and responsibilities involved.
- Evaluate the kind of information involved and the security needs.
- Determine the problem/opportunity.
- Identify business processes impacted.
- Consider why an issue now.
- Identify who is impacted by the problem.

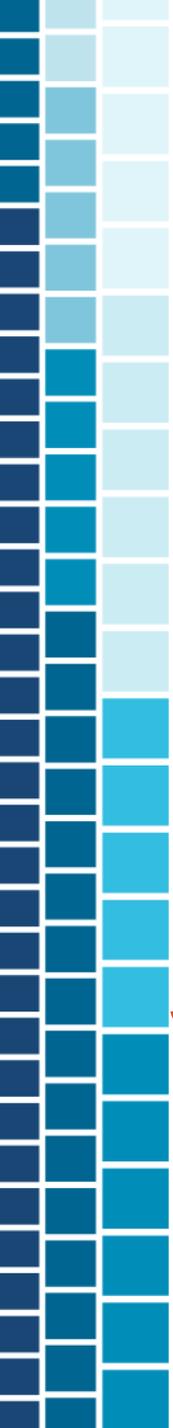


What if... ?

- **The impacted business process is handled by multiple state entities?**
 - **Make sure that the business areas are all identified in the narrative regardless of location.**
 - **In Stakeholders, make sure there are named individuals for each of the business areas as contacts and sponsors for each area.**
 - **Identify one state entity to be the primary on the project for submission of the form but make sure representation in the proposal team includes all relevant state entities.**

What will Department of Technology Assess?

- Is there a clear understanding of the organization, its mission, its role, its constituents, and relationship with other entities are in place?
- Where is information received and how is it handled within the business area workflow?



Module 5

SECTIONS 1.8 TO 1.10

Overview of Alignment and Opportunity

1.8 Strategic Business Alignment

Strategic Business Goals	Alignment
<input type="text"/>	<input type="text"/>

Insert Strategic Business Goal and Alignment

Strategic Plan Last Updated

1.9 Business Problem or Opportunity...

1.10 Business Problem or Opportunity Objectives Table

ID	Problems or Opportunities
1	<input type="text"/>

Obj #	Objective
<input type="text"/>	<input type="text"/>

Measure	Baseline	Target	Measurement Method
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Insert
 Insert B...

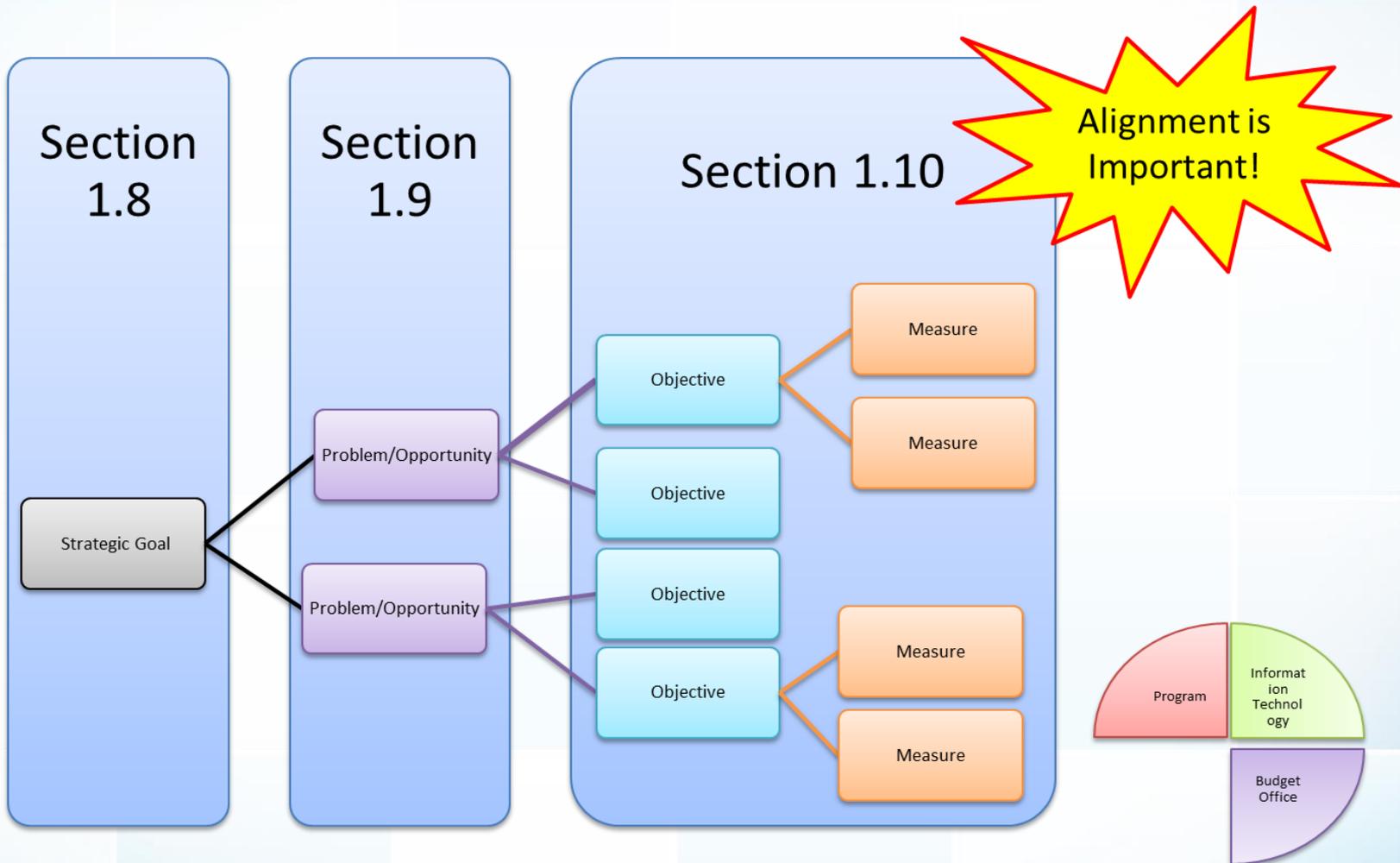
- Goal: Pulled from the IT Strategic Plan
 - Articulate how the project will support the goals

This is the output of the analysis of the problem, including causes, magnitude and consequences of the problem.

For every problem/opportunity identified in section 1.9, SMART Objectives need to be developed to measure how well the solution addresses or fixes the business problem or opportunity.

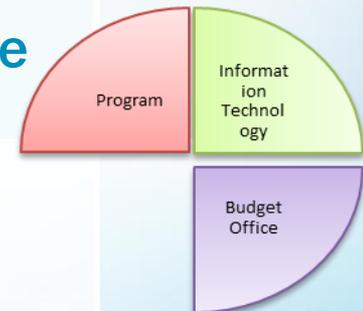
More on SMART Objectives to Come!

Connecting information



Best Practices

- **Consider starting with Business Problem or Opportunity first**
 - Working with SMEs, analyze the current workflow or proposed needs (if it is a new line of business), identify areas where the processes can be improved, needed or are causing problems.
 - Once identified assess the magnitude of the issue (how much is spent, what is the volume of business, how much time is used) This will help you measure your objectives.
- **For documentation/analysis one method would be to create a tree diagram.**
 - For every relevant Strategic goal, have one or more opportunities, for every opportunity have one or more objectives, for every objective have one or more measures.

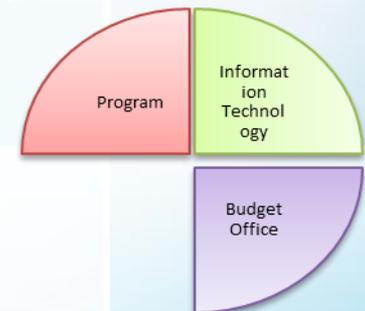


Getting S.M.A.R.T.!

- Ensure your objectives are S.M.A.R.T.
- The goal of using S.M.A.R.T. objectives is to provide incremental information to decision makers on the performance of a solution.
 - Answering the question: Is this meeting our business needs?

Best Practices

- Start with the magnitude analysis associated.
 - Magnitude information becomes your baseline.
 - Way it was measured becomes the metric
- Target is the difference between the baseline to the estimated change in the metric that will occur once the solution is in place.
 - Try to be as objective as possible by understanding the implications of time, money or resources associated with the unit of measure.
- The method of measurement is identifying where the metric is derived (data source).



Being S.M.A.R.T., and Creative

- Recognize that the source data for the measurement must be sustained in order to be effective.
 - If it isn't already in existence, be creative and propose how the information will be collected.
 - Look at the periphery... there are measures all around us:
 - Number of pieces of mail sent
 - Number of hours worked on a particular task annually
 - Number of hours to correct errors
 - Number of helpdesk tickets
 - Satisfaction surveys

What if... ?

- I don't have a way to measure my objective?
 - In Measurement Method, identify a source that will be created for the measurement. Such as conducting a survey or data collected in the proposed solution.

What will Department of Technology Assess?

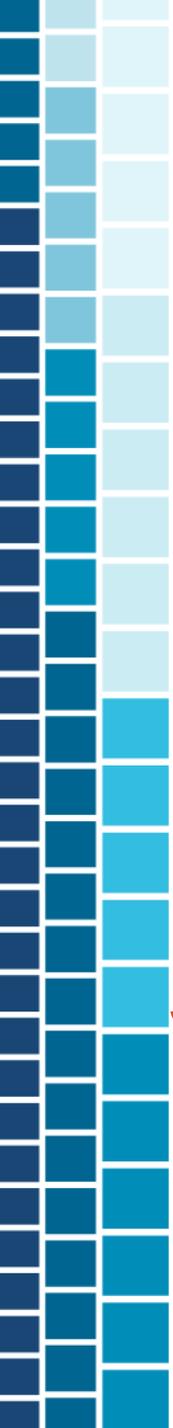
- Areas with the opportunities align with the business area identified
- Alignment of the IT Strategic Plan on file with the Department of Technology to the goals, opportunities to objectives, objectives to measures, measures to method of measurement
- Verifying matches are S.M.A.R.T. in structure

Exercise

- **Scenario: The State Legislature has just mandated that departments must improve employee well being.**
 - Identify Measures for Employee Well being
 - Identify Data sources for your measures
 - Develop S.M.A.R.T. Objective statement to meet this goal using the measures and data sources identified.

Exercise Example

- **S.M.A.R.T. Objective: Reduce the number of sick days taken per month by 10% within 2 years.**
 - **Going forward:**
 - **I would need to know:**
 - **What data source would have this information**
 - **My baseline of the number of sick days taken now.**
 - **Calculate 10% of the number of this baseline.**



Module 6

SECTIONS 1.11 AND 1.12

Overview

1.11 Business and Stakeholder Capac...

1.11.1 Business Program Priorities

Yes No

Does this proposal share resources (state staff, vendors, consultants or financial) with other Agency/State entity business program priorities?

Answering yes, does not mean that the proposal will not be approved, using the narrative to support, explain why this proposal can move forward given the need to share the resources.

1.11.2 External Stakeholder Involvement

Elaborates on the role of external stakeholders in the project itself. These are groups or individuals identified as part of the process in Program Background and Context

1.11.3 New or Changes to Business Processes

Yes No

Does the Agency/State anticipate this proposal will result in the creation of new business processes?

Does the Agency/State entity anticipate changes to existing business process?

Use the narrative box to explain the yes or no responses. This will help define necessary work going forward with the project.

Best Practices

- Use tools such as skills matrices to identify competencies and gaps.
- Identify key stakeholders for changing.
- Discuss if the stakeholders involvement in the process is mandatory or advisory. Use this information to identify when, if and how a stakeholder should be involved in the project. Articulate your decision making process and results in the section.
- Conduct an impact assessment to identify business processes likely to change. Use narrative to justify why change is needed or not.



Overview

1.12 Organizational Readiness

1.12.1 Governance Structure

Yes No

Does the Agency/State entity have an established Structure for combined business and IT decision making, including information security and privacy?

1.12.2 Leadership Participation

Identify the levels of leadership that are aware of and engaged in addressing the business problem (s)/opportunity(ies) identified in this proposal (Check all that apply):

- Executive
- Senior Management Business/Program
- Mid-level Management Business/Program
- Senior Management IT
- Mid-level Management IT
- Enterprise Architect

1.12.3 Resource Capability/Skills/Knowledge

Yes No

Does the Agency/State entity anticipate requesting additional resources, through a budget request, to further study this proposal and/or perform procurement analysis?

Of the Agency/State entity resources identified to perform Stage2 Alternatives Analysis and Stage 3 Procurement Analysis for this Proposal, enter the percentage of staff who have had experience with planning projects of similar nature.

%

Projects live and die by the support a state entity is willing to provide to a project.

For any project both Business & Information Technology staff and leaders are required.

Remember: Planning a project can be as time consuming as implementing the project itself.

Overview

1.12.4 Training and Organizational Change Management

Yes No

With respect to the magnitude of this proposal, does the Agency/State entity have resources, processes, and methodologies in place to provide training and organizational change management services?

Does this proposal affect business program staff located in multiple geographical locations? If 'Yes' enter the number of geographical locations:

Answers to the Yes/No Questions should be the output of an analysis process.

Is my organization ready for this size project?

1.12.5 Enterprise Architecture

Does the Agency/State entity have a documented target (or future state) enterprise architecture that provided the overall business and IT context for this proposal?

This section is to align the proposed project with the larger information technology structural vision for the organization.

1.12.6 Project Management

Organizational Project Management Maturity Score:

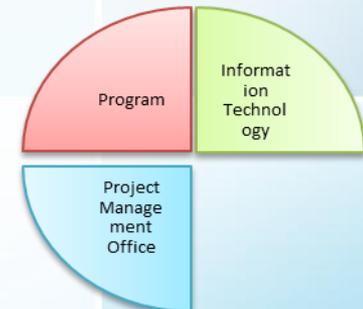
This is the output of the Organizational Project Management Maturity Assessment tool found in SIMM 17 D.5

Enterprise Architecture (EA)

- **Definition:** Enterprise architecture is the organizing logic for business processes and IT infrastructure reflecting the integration and standardization requirements of the business rules within a solution.²
- Think of this as the **blueprint for the system.**
- **Why this is important:** These processes and related documentation ensure that business requirements are built into a solution.

Best Practices

- Each project's needs are unique but all projects need a governance structure. As a strategy to assess the needs of the proposed project, map out high level steps in the process.
- WHO? WHAT? WHEN? HOW?
 - This should include decisions on changes to the project
 - Verification of business requirements
 - Sign off on completed milestones within projects
 - Escalation and management of issues and risks



Best Practices

- **Change Management is often overlooked.**
- **Conduct Gap Analysis what processes are in place versus what is needed.**
- **Be realistic, it will just help you prepare and will help reduce risk down the line.**



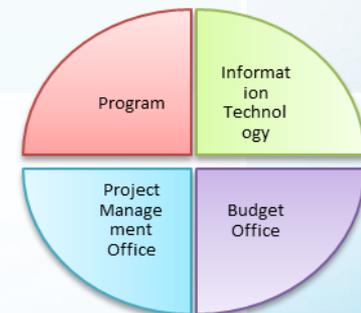
Best Practices

- Enterprise Architecture is how the solution meets the objectives of the project. This is a crucial resource going forward into the next stage and beyond.
- Be realistic about your documentation.
 - Assess the documentation that is on hand for explaining the business processes and existing systems. Use the information learned from these documents for the narration.



Best Practices

- Use all your SMEs in discussing each criterion
- Try to be objective as possible, use known indicators to take the guess work out of the process.
- Include the perspective of the organization as a whole including turn over rates of staff and leadership.
- View the project in context of the department's business and competing priorities.



What if... ?

- **The general public is a stakeholder?**
- **What if I do not have resources for Information Security or Enterprise Architecture?**
- **What if I do not have the appropriate skill sets and competency in my existing staff?**

Overview

1.12.7 Data Management

	Yes	No
1. Does the Agency/state entity have an established data governance body with well-defined roles and responsibilities to support data governance activities?	?	?
2. Does the Agency/state entity have data governance policies (e.g., data policies, data standards, etc.) formally defined, documented and implemented?	?	?
3. Does the Agency/state entity have data security policies, standards, controls, and procedures formally defined, documented and implemented?	?	?

Section 1.12.7 is the newest section to the S1BA. This section is the output of a data governance analysis. Critical to any automation solution is the use and handling of information.

Best Practices

- **Assessing data management can be tricky**
- **Assess information located in and out of the existing system**
- **Consider developing a list of the data elements in a matrices similar to a Data Dictionary**
- **For Data Security, consider using the evaluation templates from the National Institute of Standards in Technology. Most State of California Data would fall under Publication 800-53.**

What will Department of Technology Assess?

- Is there alignment between the project priorities to the IT Strategic Plan?
- Is there alignment of external stakeholders to the Program Background and Context?
- Is there alignment of stated resources to the Information Management Organization chart on record?
- Is there alignment of stated governance processes and practices to those documented in previous projects and conditions previously placed on projects?
- Is there alignment of stated data management practices to previous projects?

Wrap-up

- Now that I know what the Project Approval Lifecycle is, what's next?
- Understanding my role in the Project Approval Lifecycle.
- Getting on the road towards successful projects using the Project Approval Lifecycle.



Module 7

RESOURCES

Tips and Tools

- **Department of Technology Policy**
 - [Statewide Information Management Manual \(SIMM\) 19](#)
- **Understand where you can find additional resources**
 - [Project Academy Series](#)
 - [Office of Professional Development](#)
 - [Consulting and Planning](#)
 - [Statewide Technology Procurement](#)
- **Contact your Department of Technology IT Project Oversight Division Manager**
 - [Statewide Information Management Manual 15](#)

Department of Technology

Contact Information



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Questions?

