

Technology Governance Project Submission

Revised August 25, 2020



Project ID:

(Issued by the Technology Governance Committee after submission)

Submitter:

Name:

Department:

Phone:

IT Support Contact:

(Which IT Team Member assisted you with this concept proposal?)

Don't have one? Email governance@co.tuolumne.ca.us)

Project Sponsor:

Name:

Department:

Phone:

Has this project been vetted and approved by your Department Head?

Yes

No

Project Title:

(Use a descriptive title that is general enough for non-technical staff to understand.)

Project Type:

Research

Update/Refresh

Major System Upgrade

Initial/Kickoff

Expected Kickoff Date:

(Please indicate the fiscal year and quarter)

Expected Completion Date:

(Please indicate the fiscal year and quarter)

Project Background & Description:

(Brief summary of problem definition, impacts, and solutions.)

Project Costs:

(All costs associated with developing and implementing the project solution, including: capital expenditures, people, IT.)

Cost Savings/Avoidance:

(Extent to which the County will achieve projected cost savings and/or avoid future costs.)

Ongoing Costs:

(All costs associated with the ongoing maintenance of the technology/project over a 5-year period. Consider long-term impact on IT Staffing.)

Estimated IT Implementation Hours:

Estimated Ongoing IT Maintenance Hours:

Identified Funding Source:

(Please provide any specifics.)

Are the required departmental resources identified and available?

Yes

No

Is the project mandated?

(If yes, please specify if there are any penalties and if they outweigh the cost of the project.)

Does this impact more than one department?

Is there an impact to Team Member efficiency?

(Team Members can complete more work with the same resources.)

Is there a customer impact?

(Total number of customers positively affected.)

Will any revenue be generated or collected by the implementation of this project?

Is there an impact to Team Member safety, public safety, and/or data security?

(Please explain.)

Will there be any technology efficiency's gained?

(Elimination of redundant systems or technical components and improving process efficiencies.)

Yes

No

What is the probability of the project not succeeding due to issues inside/outside of the County's control; Political issues; Impact of disruption in service to customers?

If medium or high impact, please elaborate:

Which of the following Board/County priorities does this project align with?

Fire Preparedness

Vulnerable Populations

Land Use

Team Member Development

Road Improvements

County Infrastructure

Note: Additional documents may be included as email attachments. When appropriate, flag specific related information in the attachment for easy reading.