

**Summary of Changes to the Statewide Information Management Manual (SIMM)
July 2015**

SIMM Section	Action Type	Changes
SIMM Section 05A	Change	Per TL 15-02, updated SIMM 05A includes Target Project Funding dates related to formal submission timelines for the revised Stage 1 Business Analysis and Stage 2 Alternatives Analysis.
SIMM Section 10	Change	Per TL 15-02, updated SIMM Section 10 includes incorporating the Stage 2 Alternatives Analysis into the process flow for the project approval process.
SIMM 17D.5	Change	Per TL 15-02, updated SIMM 17D.5 includes the new Project Management Risk Assessment Template.
SIMM 17D.6	Change	Per TL 15-02, updated SIMM 17D.6 includes the new instructions for the Project Management Risk Assessment Template.
SIMM Section 19A	Change	Per TL 15-02, updated SIMM Section 19A includes instructions, forms, scorecards and collaborative review guidelines for the preparation and submission of the revised Stage 1 Business Analysis. Revisions include capturing data management and data governance information.
SIMM Section 19B	Change	Per TL 15-02, updated SIMM Section 19B includes instructions, forms, scorecards and collaborative review guidelines for the preparation and submission of the Stage 2 Alternatives Analysis. Revisions include addition of Mid-level Solution Requirement template for Agencies/state entities to document requirements independent of the InfoPath form; addition of a Project Management Planning section changes to the cost summary high level schedule to include additional information; broaden Data Conversion/Migration Activities section to provide status of planning, data quality assessment/business rules, requirements, data cleansing; add ability to upload attachment to support rationale for Recommended Solution; and add performing business based procurement as an approach type in Alternative Solution.
SIMM Section 19F	Change	Per TL 15-02, SIMM Section 19F includes updated instructions and forms for the preparation and submission of the Financial Analysis Worksheets to align with the new FI\$Cal Budget Change Proposal (BCP) format and include annual savings/revenue fields for alternative costs, worksheet for project planning costs and a BCP transfer sheet.

SIMM Section	Action Type	Changes
SIMM Section 19G	Change	Per TL 15-02, SIMM Section 19G includes the updated Project Approval Executive Transmittal to add "Procurement and Contracting Official" as approval signature.
SIMM Section 20	Expired	Per TL 15-02, SIMM 20 expired on July 1, 2015.
SIMM Section 40	Expired	Per TL 15-02, SIMM 40 expired on July 1, 2015.