



# Project Approval Lifecycle Project Delegation Request

SIMM 19 E.2 (Rev. 9/19/2018)

<b>1. Submission Date</b>			
<b>2. Agency/State Entity Name</b>			
<b>3. Reporting Agency</b>			
<b>4. Proposal Name</b>			
<b>5. Department of Technology Project Number</b>			
<b>6. Contact</b>	<b>Name</b>	<b>Phone Number</b>	<b>Email</b>
<b>7. Attach a copy of the approved Stage 1 Business Analysis (S1BA). If any Section19A instructions.</b>			
<small>(Include attachment with submission)</small>			
<b>8. Justification for Exemption</b>			
<b>9. General Description of Proposed Project</b>			
<b>10. Procurement Strategy</b>			
<b>11. Implementation Approach</b>			
<b>Identify the type of existing IT system enhancement or new system proposed</b>			
<input type="checkbox"/>	Enhance the current system		
<input type="checkbox"/>	Develop a new custom solution		
<input type="checkbox"/>	Purchase a Commercial off-the-Shelf (COTS) system		
<input type="checkbox"/>	Purchase or obtain a system from another government agency (Transfer)		
<input type="checkbox"/>	Subscribe to a Software as a Service (SaaS) system		
<input type="checkbox"/>	Other, specify: Click here to enter text.		
<b>Identify cloud services to be leveraged (check all that apply):</b>			
<input type="checkbox"/>	Software as a Service (SaaS) provided by CDT Office of Technology Services (OTech)		

11. Implementation Approach		
<input type="checkbox"/>	Software as a Service (SaaS) provided by commercial vendor	
<input type="checkbox"/>	Platform as a Service (PaaS) provided by OTech	
<input type="checkbox"/>	Platform as a Service (PaaS) provided by commercial vendor	
<input type="checkbox"/>	Infrastructure as a Service (IaaS) provided by OTech	
<input type="checkbox"/>	Infrastructure as a Service (IaaS) provided by commercial vendor	
<input type="checkbox"/>	No cloud services will be leveraged by this alternative. Provide a description of why cloud services are not being leveraged:	
	Click here to enter text.	
Identify who will modify the existing system or create the new system (check all that apply):		
<input type="checkbox"/>	Agency/state entity IT staff	
<input type="checkbox"/>	A vendor will be contracted	
<input type="checkbox"/>	Inter-agency agreement will be established with another governmental agency. Specify Agency name(s):	
	Click here to enter text.	
<input type="checkbox"/>	Other, specify: Click here to enter text.	
Identify the implementation strategy:		
<input type="checkbox"/>	All requirements will be addressed in this proposed project in a single implementation.	
<input type="checkbox"/>	Requirements will be addressed in incremental implementations in this proposed project.	
<input type="checkbox"/>	Some requirements will be addressed in this proposed project. The remaining requirements will be addressed at a later date. Specify the year when the remaining requirements will be addressed: YYYY	
<b>12. Date of Current Technology Recovery Plan (TRP)</b>		
<b>13. Date of Current Agency Information Management Strategy (AIMS)</b>		
<b>14. Location Proposed Project is Referenced in AIMS</b>		Page(s) #
	<b>Total Proposed Project Cost (One-time)</b>	<b>Average Proposed Operations Cost (Annual Continuing)</b>
<b>15. Estimated Cost</b>	\$	\$
<b>16. Planned Funding Source(s)</b>		
	<b>Redirection?</b> <input type="checkbox"/> Yes / <input type="checkbox"/> No	<b>Augmentation?</b> <input type="checkbox"/> Yes / <input type="checkbox"/> No <b>FY:</b>
<b>17. Estimated Cost Savings</b>	\$	

<b>18. Estimated Cost Avoidance</b>	\$
<b>19. Estimated Project Start Date</b>	
<b>20. Estimated Project End Date</b>	
<b>21. Financial Analysis Worksheets (FAWs) (attach a copy).</b>	
(Include attachment with submission)	
<b>Additional Justification Documentation (if needed)</b>	
(Include attachment with submission)	