

IT Governance 2005

January 18, 2005



Information Technology Governance 2005

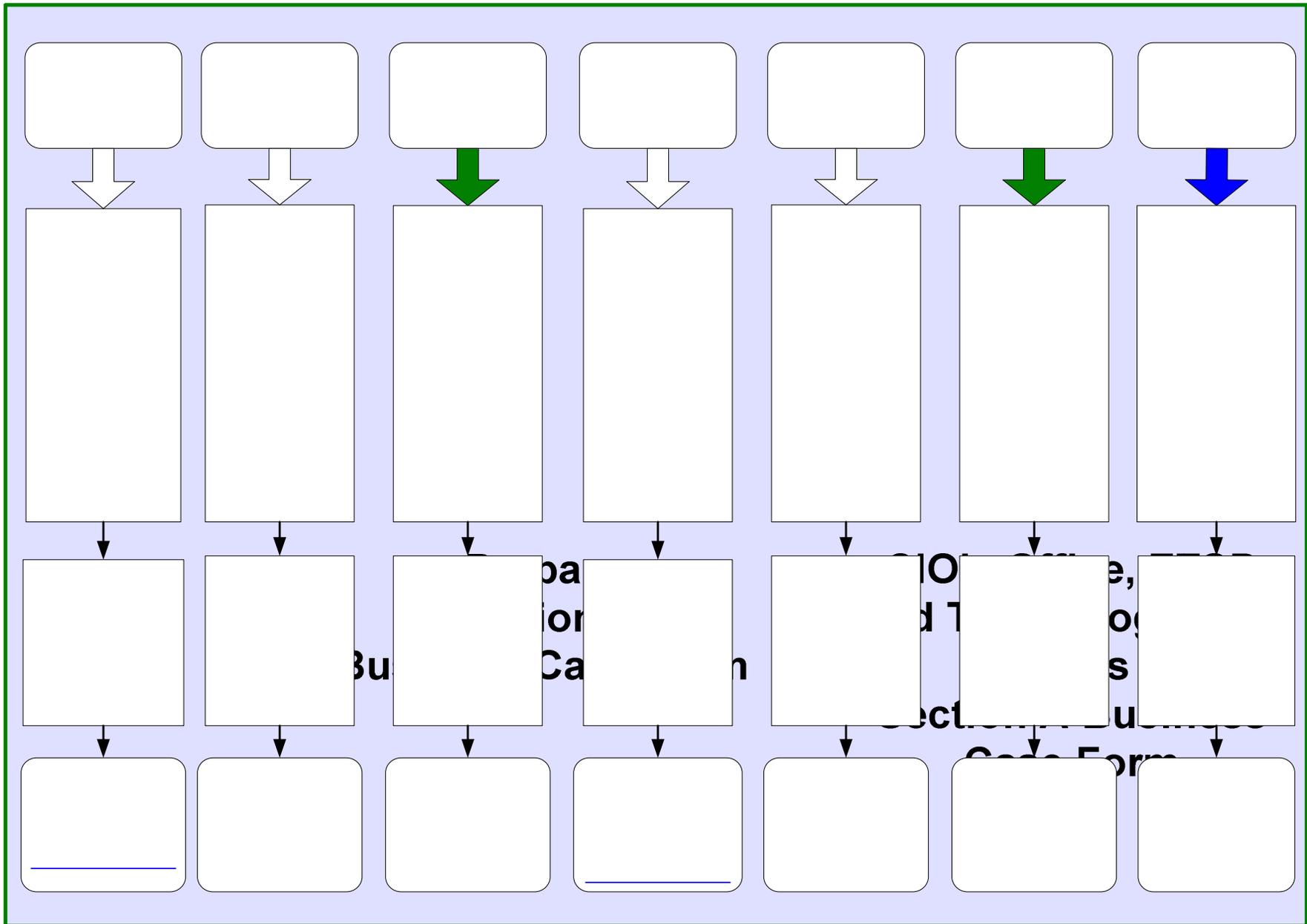
- Making technology investments based on a sound business case.
- Involving Business Experts in the approval of our major technology investments.
- Quantifying and Aligning Technology Projects to the County's Strategic Goals.

5-Minute Update

Funded Projects FY 2004-2005

➤ DASD Growth Distributed	Bob Ashby
➤ Enterprise Asset Management System (EAMS)	Marlene Martinez
➤ Parks Department EAMS & A/R	
➤ E-WORKPLACE	Assia Alexandrova
➤ 311 Integration Department 1	Harold Concepcion
➤ 311 Integration Miami	Carlos Mattos
➤ DOT NET INFRASTRUCTURE	Masood Hussaini
➤ Human Resources Enhancements	Jose Nodarse
➤ REMEDY Customer Service	Sandy Mesa
➤ Medical Examiners Special Analysis Software	Jorge Rivera-Morales
➤ Web Services Infrastructure	Carmen Suarez
➤ Past Vendor Performance	Caryl Coker
➤ Printers (Production)	Gus Chicola

IT Governance Process for Reviewing & Funding IT Initiatives - 2005



Business Case Form – Section A

Information Technology Business Case – Section A
Miami-Dade County – FY 2005-06
Delivering Excellence Every Day



Directions: Please complete shaded areas below.

Department Name: Project Name: Project Amount: Preparer Name & Contact Information:
Project Type: Please check (√) one. <input type="checkbox"/> Enterprise <input type="checkbox"/> Communities of Interest <input type="checkbox"/> Department Specific
Funding Source: Please check (√) one. <input type="checkbox"/> GF Capital <input type="checkbox"/> Proprietary Capital
<input type="checkbox"/> Mandated Requirement (If checked (√), please indicate who is mandating this request as well as the time frame)
<input type="checkbox"/> Department Priority of Initiative (1, 2, 3, etc.)



Business Case Form – Section A (..continued)

Section A

Background:

Provide any relevant background information to include existing investments in the proposed project. If applicable, please include any information explaining why this is a mandated project.

Problem Statement:

Define the problem, need, or opportunity.

Solution:

What is the proposed solution?

Expected Benefits / Direct Payback:

State the benefits of solving the problem or reaching the goal. Hints: "How the project will reduce costs (perhaps from reducing redundant tasks such as data entry), better decision making at each step of a process (perhaps due to more accurate and timely information), or improved efficiency (thanks to fewer steps to process a transaction).

Specify collective benefits and identify benefits that are specific to each stakeholder. Wherever there are metrics (numbers or targets) for improvement, be sure to include them. Examples: "Reduce communications costs by 20%" or "Increase revenues by \$1,340,500 in fiscal year 2007."

Business Case Form – Section B

Section B

(Complete Only If Asking for Revenue from GF Capital or IT Administrative Fee)

Improves Customer Service

Describe how the other customer departments will be better served by implementing this initiative.

Impacts Citizens

Describe how this initiative will simplify or enhance doing business with the County. Also state how this will enhance public perception

Improves Business Processes

State how this project will lower costs, speed up key business processes, and/or improve decision making ability. Also indicate if the initiative will improve employee morale, communication, and/or education.

Strategic Alignment to the County's Goals

Describe how this IT Investment lines up with the realization of the County's goals and objectives.

Departmental Participation

State if this project crosses departmental boundaries. Indicate how many other departments will participate in the initiative. Please specify which departments and funding commitments if any.

Risks

Indicate any risks involved to include procurement delays, personnel delays, and environmental delays to include change of technology, vendors, etc.

Use of an Enterprise Infrastructure

Will this solution utilize an enterprise infrastructure already in place (yes or no)? Please explain.

Business Case Form – Section C

Section C Financial Information

ETSD Dependencies (See Budget Manual)	FY04-05	FY05-06
Infrastructure		
Application Programmer		
Database		
Telecommunication		
Radio		
Etc.		

Department Specific Costs	FY04-05	FY05-06
Personnel		
Hardware		
Software		
Maintenance Fees		
Consultant Fees		
Etc.		



IT Governance Updates & Communication

<http://www.miamidade.gov/itgovernance>

Thank you for your participation!

