

**DECISION BRIEF
SUMMARY SHEET**

Title: 2020.04 EW SRV-New Grant Management Software-AmpliFund	
Initial Requester: Tawnia Schedel	Contact Information: tawnia.schedel@mt.gov
Submitted By (SITSD Rep): Rian Miller	Contact Information: rian.miller@mt.gov
Action Requested: Service - New	Entity Impacted: Enterprisewide
Brief Description and Recommendations: SITSD has been working with an agency workgroup to determine if a Grant Management Software product is available on the market that can meet the unique needs of the Enterprise. As a result of their efforts, the workgroup has selected the AmpliFund product from StreamLink Software as the new Enterprise standard for Grant Management Software in the state of Montana. Five agencies will implement the software in the first phase and SITSD would like to add the software to the ITSD Service Catalog for purchase by additional agencies in the future.	
If applicable, please include: <input type="checkbox"/> ServiceNow documentation included and case # Click here to enter case number. <input type="checkbox"/> ITPR documentation included and case # Click here to enter case number. <input type="checkbox"/> Policy included	
Check all that apply: <input type="checkbox"/> Internal Communication Required <input type="checkbox"/> External Communication Required <input checked="" type="checkbox"/> Enterprise Information Technology Financial Workgroup Review Required	

POLICY AND OPERATIONS DECISION BRIEF

Complete this section for policy, process, standards or procedure decision briefs.

Problem Statement: Click or tap here to enter text.
Factors bearing on the problem: Click or tap here to enter text.
Discussion: Click or tap here to enter text.
Recommendation: <input type="checkbox"/> Recommend to approve <input type="checkbox"/> Recommend to deny
Comments: Click or tap here to enter text.

SERVICE CATALOG DECISION BRIEF

Complete this section for service catalog changes related to new, retired, or changed (e.g. rates, enterprise) services.

Financial Implications: THIS COST WILL BE A DIRECT PASSTHROUGH TO AGENCIES
Describe the proposed service or change to the service AMPLIFUND IS A GRANT MANAGEMENT SOFTWARE PRODUCT FROM STREAMLINK SOFTWARE. THE PRODUCT ALLOWS AGENCIES TO BOTH ADMINISTER AND MANAGE GRANT FUNDING COMING IN AND GOING OUT. AGENCIES WILL BE ABLE TO POST RFP'S, RECEIVE APPLICATION PACKAGES FROM CITIZENS, SCORE APPLICATIONS WITH MULTIPLE MEMBERS, AND AWARD FUNDING AND MANAGE RECIPIENT DATA. ADDITIONALLY, AGENCIES WILL BE ABLE TO MANAGE FUNDS THEY RECEIVE FROM GRANT AWARDS THEY HAVE APPLIED FOR AND WILL BE ABLE TO PREPARE FEDERAL REPORTS. THE AMPLIFUND PRODUCT IS FEDRAMP CERTIFIED, INTEGRATES WITH OUR SINGLE SIGN ON SOLUTION, AND PROVIDES A SABHRS INTEGRATION FOR TRACKING FINANCIAL DATA.

<p>SITSD Resource Requirements:</p> <p>SITSD HAS COMMITTED 14 MONTHS OF PROJECT MANAGEMENT TIME SO FAR TO FACILITATE THE AGENCY WORKGROUP AND TO CONDUCT VENDOR INTERVIEWS, REQUIREMENTS GATHERING, AND PRODUCT DEMONSTRATIONS, AS WELL AS TO PROVIDE ASSISTANCE TO AGENCIES DURING THE DECISION MAKING PROCESS. CONTINUED RESOURCES INCLUDE PROCUREMENT STAFF TIME TO WORK WITH SHI AND WITH STATE AGENCIES TO COMPLETE THE CONTRACTING PROCESS AND PROJECT MANAGEMENT TIME TO FACILITATE THE IMPLEMENTATION PROCESS WITH THE VENDOR AND THE PARTICIPATING AGENCIES. ONGOING PRODUCT SUPPORT FROM THE ENTERPRISE TEAM AS A SERVICE CATALOG OFFERING IS ALSO EXPECTED.</p>		
<p>Cost Recovery:</p> <p>What are the costs of this proposal and how will costs be recovered? (Estimate rates and FTM considerations-final rate development will occur per approval of this request).</p>		
<p>Recommendation:</p> <p>IT IS MY RECOMMENDATION THAT AMPLIFUND GRANT MANAGEMENT SOFTWARE BE ADDED AS AN ENTERPRISE SERVICE CATALOG ITEM.</p>		
Administrative Use Only		
<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Publish Date: 5/8/2020</td> <td style="width: 50%;">Response Deadline: 5/22/2020</td> </tr> </table>	Publish Date: 5/8/2020	Response Deadline: 5/22/2020
Publish Date: 5/8/2020	Response Deadline: 5/22/2020	

MANAGEMENT TEAM REVIEW/COMMENT					
	Comments	Approve	Deny	NA	Date
Application Technology Services Bureau	Audrey Hinman – I recommend that Amplifund bill agencies directly, so SITSD’s budget is not inflated by the pass-throughs. Amplifund also cannot spoof or use the mt.gov domain and should implement the state’s single sign-on solution.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5/1/2020
Attorney	Don Harris	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4/30/2020
Business and Communications Coordinator	Christie Magill	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5/1/2020
Chief Information Security Officer	Andy Hanks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5/4/2020
Chief Technology Officer	Matt Van Syckle Amplifund should directly bill the agencies. If it is billed as a passthrough, I think we should have a broker fee to cover SITSD time to manage the contract and complete the billing.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5/5/2020
Chief Financial Officer	April Grady	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5/1/2020
Enterprise Support Bureau	Dave Johnson – Concur with all Audrey’s comments.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5/4/2020
Enterprise Technology Services Bureau Network	Jerry Marks – I concur with Audrey’s comments. Amplifund should directly bill the agencies. If it is billed as a passthrough, I would recommend a broker fee to cover SITSD time to manage the contract and complete the billing.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5/4/2020

MANAGEMENT TEAM REVIEW/COMMENT					
	Comments	Approve	Deny	NA	Date
	I am not opposed to federating with Amplifund but there must be a broker fee to cover Staff time to manage the ADFS connection. The same goes for gray listing, similar to what is being done for Granicus, that allows it to send email on behalf of mt.gov.				
Network Technology Services Bureau	I agree this should be billed direct to the agencies.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5/6/2020
Executive Services and Support Bureau	Rian Miller	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5/1/2020
Contracts and Asset Management Bureau	Linda Kirkland	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5/1/2020
Finance and Budget Bureau	Kari Hahn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4/30/2020
Public Safety Communications Bureau	Quinn Ness	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4/30/2020

ENTERPRISE IT FINANCIAL WORKGROUP REVIEW/COMMENT		
Department	Comments	Date
Administration	Click here to enter text.	Click here to enter a date.
Agriculture	Agriculture currently uses Web Grants in which other agencies use and subsequently split the cost. Agencies are currently dropping this antiquated system, thus increasing the expenses for other agencies that are still using it. We would be in favor of a new platform however the current (Web Grant) contract should be an enterprise product so that it can eventually be replaced by this new product.	Click here to enter a date.
Arts Council	Click here to enter text.	Click here to enter a date.
Board of Public Education	Click here to enter text.	Click here to enter a date.
Commerce	Click here to enter text.	Click here to enter a date.
Commissioner of Higher Education	Click here to enter text.	Click here to enter a date.

ENTERPRISE IT FINANCIAL WORKGROUP		
REVIEW/COMMENT		
Department	Comments	Date
Corrections		Click here to enter a date.
Environmental Quality	Click here to enter text.	Click here to enter a date.
Fish, Wildlife and Parks	Jessica Plunkett – we would like to see this as a pass-thru cost. We have submitted our budget requests for FY22-23 based on that information that was provided to the Amplifund workgroup. 5/20/2020	Click here to enter a date.
Governor’s Office	Errolyn Lantz	5/13/2020
Historical Society	Click here to enter text.	Click here to enter a date.
Judicial Branch	Click here to enter text.	Click here to enter a date.
Justice	Tamrah Chatriand 5/28/2020	Click here to enter a date.
Labor and Industry	DLI is not planning on using but this should be put in a as a pass thru. Nancy Jones 5/28/20	Click here to enter a date.
Legislative Branch	Click here to enter text.	Click here to enter a date.
Livestock	Click here to enter text.	Click here to enter a date.
Military Affairs	Click here to enter text.	Click here to enter a date.
Natural Resources and Conservation	Tricia Greiberis 5/13/20 (won’t let me edit the date field.)	Click here to enter a date.
Office of Public Instruction	Michael Sweeney 5-28-2020	Click here to enter a date.
Public Health and Human Services	Click here to enter text.	Click here to enter a date.
Public Service Commission	Click here to enter text.	Click here to enter a date.
Revenue	Click here to enter text.	Click here to enter a date.
Secretary of State	Click here to enter text.	Click here to enter a date.
State Auditor	Click here to enter text.	Click here to enter a date.
State Fund	Click here to enter text.	Click here to enter a date.
State Library	Jennie Stapp, 5/14/2020	Click here to enter a date.

ENTERPRISE IT FINANCIAL WORKGROUP		
REVIEW/COMMENT		
Department	Comments	Date
Transportation	I approve the DB and support Jerry's comments about adding a broker fee. Without the broker fee, I presume the SITSD costs to support the product get passed back to agencies via the ESR. I think they are more equitably distributed via a broker fee associated with those using the product. 5-12-2020	Click here to enter a date.

CIO DECISION	
<input type="checkbox"/> Recommendation Approved <input type="checkbox"/> Recommendation approved with conditions or explanation noted below: Click or tap here to enter text. <input type="checkbox"/> Additional staff work required as noted below: Click or tap here to enter text. Assigned to: Click or tap here to enter text. Deadline: Click or tap to enter a date.	<input type="checkbox"/> Recommendation Denied <input type="checkbox"/> Recommendation denied with conditions or explanation noted below: Click or tap here to enter text. <input type="checkbox"/> Additional staff work required as noted below: Click or tap here to enter text. Assigned to: Click or tap here to enter text. Deadline: Click or tap to enter a date.

 Recoverable Signature

X 

State Chief Information Officer

Signed by: 01067fd4-c333-454a-9537-6a4637aced5