

SMPMAW Supplemental Notes

Change workgroup name

SWAMP – State Workgroup Advising of the Management of Projects

LFC Reporting Policy

- Recommendations to DOA on proposed changes to reporting requirements and Risk Health
 - Review of SPI
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Recommendations to DOA on proposed changes to Reporting Requirements

Request a review by DOA of Section A.1 listed below. Should a project meet the criteria of a. – d.? Also have better definition of subsection “c” - what enterprise interest or need.

- A. [Information Technology Project Portfolio Reporting Requirements per the LFC Memo dated March 6, 2012:](#)
1. LFC determined that projects which meet the following criteria will be included on the LFC information technology project portfolio report:
 - a. Project estimate is at least \$500,000 for development. Development costs include costs for internal staff, vendor contracts, equipment, and software.
 - b. Project is included in the bill that provides resources for long-range information technology (House Bill 10).
 - c. Project is potentially of enterprise interest or need.
 - d. Request from the LFC to include the project on the report. To address concerns with impact to the citizenry, LFD staff will review information technology strategic plans for smaller projects that pose potential risks to the public. Staff would bring forward those projects with potential risks to the LFC for discussion and potential placement on the information technology project portfolio listing.

Final review of Risk Health within the LFC Reporting Policy. If approved by the SMPMAW, will submit to DOA for consideration.

Risk Health Recommended changes

Current content

- a. Green = No risks have been triggered, or any risks that have been triggered are being mitigated and will not negatively impact schedule or budget.

- b. Yellow = Risks have been triggered that have the potential to move schedule or budget into the yellow category.
- c. Red = Risks have been triggered that have the potential to move the schedule or budget into the red category.

Recommended change

- a. Green = No risks have occurred, or any risks that have occurred are being mitigated and will not negatively impact schedule, scope, or budget.
- b. Yellow = Risks have occurred that have the potential to move schedule, scope, or budget into the yellow category.
- c. Red = Risks have occurred that have the potential to move the schedule, scope or budget into the red category.

Rationale for changes:

- Changed content from “Triggered” to “occurred”.
 - A risk must be identified to be triggered. Project Managers may not anticipate a risk that nonetheless affects the project, such as a worldwide pandemic. Therefore, I suggest the language change to ‘occurred’ to encompass risks that were identified and came true (aka triggered, which should also come with a pre-determined risk response) and risks that were not anticipated and identified.
- Include “Scope” to negatively impacted items.
 - Risk can have an affect on schedule, scope, and budget. Current policy only states schedule and budget. Scope should be included because it can be negatively impacted by a Risk like environmental changes.

Review of SPI

Schedule Performance Index measures how the project schedule is performing. And SPI above 1 indicates the project is ahead of schedule. Less than one and the project is behind schedule.

Review of current SPI language within the LFC Reporting Policy

Current content

3.	Scheduled Performance Index (SPI)
a.	Green = > 0.95
b.	Yellow = 0.85 – 0.94
c.	Red = < 0.84

Should SPI be adjusted?