

SCEIS Project Evaluation Form

Requesting Agency: *SCEIS, Office of the State Treasurer*

Project Name: *Implement automation of electronic deposit files from several state agencies for approval at the Office of the State Treasurer (converting from a STARS format/process to the SCEIS format/process).*

Project Grid Rankings

Project rankings are determined by evaluating both value and resource determinants.

Value is defined by the level of importance to the State of South Carolina, user community, and the SCEIS system itself.

Resources are defined as the projected labor, costs and time required to complete the requested project (e.g., personnel, hardware, and software).

I. Value Determinants

The **value** scale is a range from 1 to 6 with 1 having a low level of importance and 6 having a high level of importance.

1 and 2 = low value

3 and 4 = medium value

5 and 6 = high value

State Benefit (circle one):

1 2 3 4 5 **6**

This score reflects the overall benefit to the state. Change requests that improve agency processes, enhance controls, streamline work flows or create cost efficiencies may be factors that contribute to this scoring. (Please note: A change request that is required by law, regulation or executive mandate would be a candidate for a higher score within this category.)

This enhancement will allow the agencies who currently process many bank deposits across the state and submit them to the STO for approval via the STARS interface format to be moved to SCEIS format. This will move the STO further towards the goal of being able to retire the STARS system. This enhancement would be system wide and affect the STO and other agencies (including PRT, Sec of State, DHEC, DOR, etc.) The enhancement will impact the receipting/depositing processes.

User Community Benefit (circle one):

1 2 3 4 **5** 6

Examples include a high level of interest across agencies, cost or time savings for enabling this new efficiency. This category should also consider factors such as increased convenience for individual users.

The enhancement will improve the ability of the involved agencies with processing the bank deposits more efficiently. More importantly, it would allow the impacted agencies to again use a single consistent system for recording and forwarding the bank deposit activity to the STO for final approval.

SCEIS Benefit (circle one):

1 2 3 4 **5** 6

This score reflects the proposed project's ability to eliminate redundancies, reduce paper handling, and promote adoption of SCEIS functionality.

The enhancement will assist in eliminating some of the reconciliation issues between SCEIS and STARS as the deposits and approval process will be recorded in the SCEIS system rather than approved in the STARS system and then interfaced into SCEIS. The consistent processing and increased efficiencies with using one system for all payment accounts will assist involved agencies in becoming experts in the new system rather than having to train and be fluent in processing within two distinctly different systems.

Value Score (average of category totals): 5.3

II. Resource Determinants

The **resource** scale is a range from 1 to 6 with 6 being "high resources" to complete the project and 1 being "low resources" presently available to complete the project.

1 and 2 = low resources
3 and 4 = medium resources
5 and 6 = high resources

Level of resource requirements (circle one):

1 2 3 **4** 5 6

The scope of the project impacts the resources to be expended upon its delivery. Resources may include development time, additional hardware and or software, or extraordinary agency system requirements such as interfaces outside of the agencies control. This can also be influenced by time constraints to deliver a project.

The SCEIS Treasury, FI, and Technical teams will be allocated to this project with approximately 1,246 project hours.

Scope of project (circle one):

1 2 3 4 **5** 6

Scope elements that may hinder a project may include interagency collaboration, agency data not being accessible or ready, or pending statutory requirements.

Conflicting priorities of the personnel involved in this project (with other projects being worked on) may cause hindrances and/or delays.

Variation from existing configuration or technology (circle one)

1 2 **3** 4 5 6

Technology variations include utilizing hardware, software or technology that deviates from the SCEIS Standard Configuration, not following standards of architecture or implementation, or adding a higher level of risk.

This enhancement should not cause a significant deviation from standard SCEIS configuration based on the business processes involved. There should not be a requirement for additional hardware or software.

Risk associated with implementing the change (circle one):

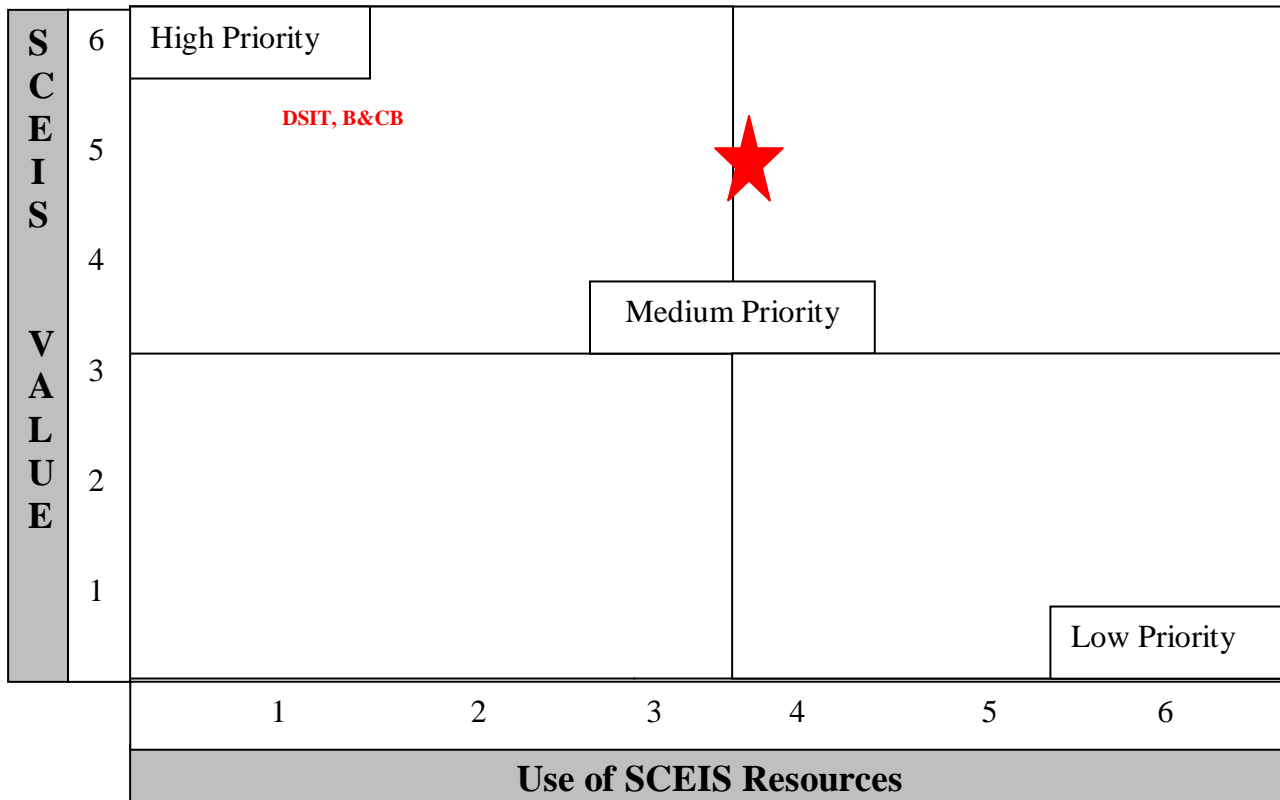
1 2 **3** 4 5 6

Rate according to the level of risk, including strategic risk, financial risk, project management risk, technology risk or operational risk, associated with implementation of the requested change.

The risk of not implementing this enhancement is considered medium. Without this enhancement, the legacy system (STARS) cannot be shut down. This would also eliminate the ability to take advantage of the single G/L accrual system for the complete banking activity of the State.

Resources Score (average of category totals): 3.75

III. Project Priority



Priority recommended based on overall Resource and Value rankings (check one):

- ☐ low value/low resource
☐ low value/high resource
☐ low value/medium resource

☐ high value/low resource
☐ high value/medium resource
☒ high value/high resource

Action recommended based on ranking scores and descriptions (check one):

- ☒ Proceed
 ☐ Discontinue project