

UW Enterprise IT Projects

Project Portfolio Executive Summary - Dec 31, 2019

Project	Sponsor	Oversight Level *	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Destination: One	Tim Dellit	3 - UW							\$56,202,000	\$159,500,000
Finance Transformation Readiness	Mark Richards	3 - OCIO	(A) <i>Final</i>						\$23,956,000	\$25,535,000
UW Finance Transformation Implementation	Mark Richards	3 - OCIO							\$0	\$245,044,000
Advancement CRM Replacement	Julie Brown Dan Peterson	3 - OCIO	(B)						\$1,108,065	\$4,000,000
Clinical Trials Management System	John Slattery	2 - UW							\$9,034,000	\$15,704,000
Northwest Hospital HR & Labor Integration	Nicki McCraw	2 - UW	(C)						\$9,653,000	\$14,974,000
Pharmacy Inventory Management System	Shabir Somani	2 - UW	(D) <i>Final</i>						\$14,619,000	\$14,911,000
HFS Point of Sale	Pam Schreiber	2 - UW	<i>Final</i>						\$755,000	\$900,000
F&A Space	Sue Camber	2 - UW	(E)						\$49,500	\$246,000
Transportation System Improvement Project	John Chapman	1 - UW							\$3,144,384	\$3,371,300
Finance E-Commerce/Touchnet	Brian McCartan	1 - UW							\$245,588	\$1,000,000
Audit/Compliance of Unstructured Network Data	Xiao-Ping Chen	1 - UW	<i>new</i>						\$55,000	\$55,000
ICA Group Sales	Erik Jones	1 - UW	<i>Final</i>						\$0	\$500
13 projects									\$118,821,537	\$485,240,800

Notes:

- (A) UWFT completed Design phase, with approval from Board of Regents and WA State OCIO to begin Implementation/Architect phase in January.
- (B) Advance CRM has been working with xRM on development/configuration delays for three months, raising the Issues rating for this quarter.
- (C) NWH Integration successfully completed for 1/1/2020 "go-live". Final 'test' will be January 24 payroll.
- (D) PIMS close out in December, with pharmacies at UWMC Montlake and HMC using the inpatient pharmacy inventory management system.
- (E) F&A Space has recognized its interdependencies with other major projects, UWFT Workday financial environments, and implementation of InVision as UW space database of record. This puts the project behind on Schedule, Resources, and Issues.



(over for Program Operations impacts)






Improvement over previous quarter



Setback from previous quarter

Program Operations	Executive Leadership	Major Projects Interdependencies Assessment		<i>Note: ISC and UW-IT resources are tracked within the major projects' budgets</i>
Integrated Service Center	Ann Anderson	UW Enterprise		<p>For NWH/UWP, December included lots of work, including testing and cutover activities. Project overall went extremely well. There were a few last minute missed requirements that went through Production Change Control early January, but given the size of the project, not significant. The engagement approach of having the ISC team play an integral role in the Workday related design, configure and testing (partnering with Huron consultants) has been key to the project. The next milestone for supporting the transitioning employees will be their first UW paycheck paid on Jan 24.</p> <p>We are working on the new state paid family medical leave (FML effective 1-1-20) both Workday configuration changes as well as quarterly reporting requirements, for which UW is a beta site and is working closely with the state office responsible for FML reporting. We are still working through impacts of PostDoc labor contract.</p>
UW-IT	Aaron Powell	UW Enterprise		<p>NWH / UWP Project went live on 1/1/20 as per plan. Husky cards were incorrectly encoded by the vendor, preventing building access; UW-IT was able to engineer an electronic fix, saving the University cost of re-issuing 3300 cards and loss of reputation with new UW Medicine employees.</p> <p>UW-IT kicked off new Program (ITF) to handle the work UW-IT will be doing in support of UWFT over the next several years. Program reporting directly to the CIO. UWFT critical path deliverables are being developed in several cycles. At end of Design phase, details for many deliverables remain open, which impacts UW-IT's progress and ability to prepare for support of the program in Implementation.</p> <p>UW-IT continues to work with Advance CRM project to define requirements in key areas, and some deliverables are incomplete which prevents UW-IT from scoping all needed work. Risk is that UW-IT staff will not be available when Advancement needs them.</p>

* Oversight Level Key
<p>1. Overseen by UW management and staff. Requires OCIO approval and reporting if over delegated authority.</p>
<p>2. OCIO approval required and regular project reporting. Quality Assurance (QA) reporting required, maybe internal or external. OCIO may recommend project to be full Technology Services Board (TSB) oversight.</p>
<p>3. High severity and/or high risk, subject to full TSB oversight, which includes TSB approval, written reports to the TSB, periodic status reports to the TSB by the agency director and staff, and submission of other reports as directed by the TSB. External QA reporting required.</p>

* Project Health Key
<p> Project is on time, on budget, and within defined scope, with minimal issues. Overall Risk Rating of 5-10 is Green</p>
<p> Changes to scope, budget, or resources have placed project at some risk. Project has the potential for delays, cost or scope changes. Overall Risk Rating of 11-17 is Yellow</p>
<p> Major changes to scope, budget or resources have placed project at critical risk. One or more of the following must change in order to proceed: project schedule, resources, budget, scope. Overall Risk Rating of 18-25 is Red</p>

Destination: One

Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Destination: One	Tim Dellit	3 - UW	11	2	3	2	1	3	\$56,202,000	\$159,500,000

Status:
 System build and configuration are 96% complete with most teams at 100%. The remaining build activities are limited to specific teams and are being monitored. The functional testing portion of the Testing Phase was launched and the project has completed two of three planned functional test cycles. The schedule will allow for additional workdays of defect resolution given that test scripts are being completed ahead of schedule. In general, the current rate of defect resolution is exceeding the reporting of new defects. The Legacy Data Management/Conversion plan is being finalized and will be submitted for approval in January. Key resources are in place and open positions are being filled as needed. The Resource Risk rating has been elevated from a 2 to a 1 due to the high confidence in current and projected future staffing levels.

Risks:
 1. Schedule (Training) - Preparatory and planning for the Training Phase are behind schedule. Curriculum development has missed scheduled milestones. The number of super users and elbow support staff, due in December, has not been finalized. A mitigation plan is in place to complete the curriculum and the team is working on calculating the number of training rooms that will be needed. Failure to remedy these issues will lead to delays in the start of training.
 2. Schedule (Interfaces) - Interface testing has lagged; 13 systems did not participate in primary ADT testing which will require additional test cycles. Interfaces to an additional six systems will not be complete by integrated testing due to vendor or decision delays. The need for decision/vendor resolution has been escalated and the interface team has been staffed and focused to remediate the issues.

The Schedule Rating has been downgraded from a 2 to a 3 to represent the increased schedule risk this period. The criticality of these specific challenges has been shared with the Project's Steering Committee and the D:1 team to resolve. The outstanding issues are being managed with minimal impact anticipated.

High Level Timeline:
 - Groundwork Phase - Oct-Nov'18 - COMPLETE
 - Discovery Phase - Dec'18-Jan'19 - COMPLETE
 - Adoption Phase - Jan-Oct'19 - COMPLETE
 - Testing Phase - Nov'19-Jun'20 - ONGOING
 - Training & Go-Live Phase - Jun-Oct'20
 - Post-Live & Stabilization Phase - Oct-Jul'21

* Actual costs are through November 30.

per Rich Selenis 1/5/20 <data from Doug Blair 1/3/20>

Finance Transformation Readiness										
Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Finance Transformation Readiness	Mark Richards	3 - OCIO	9	1	2	2	2	2	\$23,956,000	\$25,535,000
<p>Summary – The UWFT Program achieved its main objective for the Design Stage, by receiving Board of Regents approval and funding to move into the Implementation and Stabilization Phases of the program. The largest percentage of the work during the stage was dedicated to the preparation and presentation of all related material to the Board of Regents. (See list below). The Board of Regents approved the funding for the UW Finance Transformation program on December 12, 2019.</p> <p>Additional top deliverables included: approval of the Operating Model design, maturity of IT strategies, further granularity and confidence of budget estimates by working with key enterprise and Deloitte partners. Additionally, the program team completed resource estimates, scope, schedule, and common infrastructure tools for the Implementation and Stabilization Phases.</p> <p>Main accomplishments of 4th quarter 2019:</p> <ul style="list-style-type: none"> • Board of Regents December 12, 2019 presentation materials included: <ul style="list-style-type: none"> o Program Baseline Document o Program Scope o Program Budget o Program Assumptions o Costing Allocation Plan and Funding Plan • Deliverables for Design phase included: <ul style="list-style-type: none"> o Process Transformation Teams creation and kick-off o Initial inventory of User Stories o Requirements Traceability Matrix o FDM Configuration Workbook 2.0 o IT Strategies o Report and Integration Inventory rationalization o Future State ERP Architecture Decisions & Architecture Landscape Diagrams o Operating Model and Application Support Direction high level decisions o Implementation Plan o Resource Management Plan o HRP Solution Catalog 3.0 o Program Infrastructure – WBS, RAID Log, Information Management, Schedule/Work Management Tools, <p>Top Risks/Issues:</p> <ul style="list-style-type: none"> • If program resources aren't hired according to plan, we may not be able to meet all Program deliverables. <p>Contingency/Mitigation Plan:</p> <ul style="list-style-type: none"> • Formal vendor and talent management strategies developed. • Streamlining recruitment and onboarding process developed. 										
per Ed Loftus (Stephanie Cady) 1/10/20										Final

Notes:

(A) UWFT completed Design phase, with approval from Board of Regents and WA State OCIO to begin Implementation/Architect phase in January.

UW Finance Transformation Implementation

Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
UW Finance Transformation Implementation	Mark Richards	3 - OCIO	0						\$0	\$245,044,000
<p>Implementation funding for the UW FT Project was approved by Board of Regents, as a expansion of the FT Readiness (and Design) project, to start Jan 1, 2020. It is listed here for visibility, as the Readiness phase closes Dec, 2019.</p> <p>Costs of the Readiness Phase (\$24M to date) will be rolled into total Budget for the Implementation phase, and will show a combined budget of \$269M in the next report.</p>										

Advancement CRM Replacement										
Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Advancement CRM Replacement	Julie Brown Dan Peterson	3 - OCIO	12	2	3	2	2	3	\$1,108,065	\$4,000,000
<p>Overall Status: -Get to green plan (ETA: 01/31/20): Complete development/configuration for Phase 1, Phase 2 (Sprint 4, 5, & 6)</p> <p>Schedule - XRM is behind in development/configuration. Two timeline meetings have been scheduled for January between xRM and Advancement to drill down on key activities and remove blockers to wrap up Phase 1.</p> <p>Scope - Delivered requirements for gifts with more data (Sprint 6) and degrees (Sprint 9) to xRM. - Advancement and UW-IT are collaborating to set up a third instance to use as a test environment. - Advancement met with UW-IT to review the updated CRM Data Mapping document. UW-IT will develop a proposal to identify how much effort their recommended solution will take. Both teams agreed to meet and review the proposal on 1/29/20. - Test cases are being created for Phase 2, Sprint 5 Basic Gift Processing. - Technology Learning Team (TLT) released the December leadership toolkit. Pre-meetings are scheduled to map out the format and content for the next two roadshows (Public Health and Engineering).</p> <p>Resources - Advancement team decided to discontinue the engagement with the technical consultant/solution architect from ProjectCorps. - QA tester submitted her resignation. - The project team is figuring out a plan to backfill both positions.</p>										
Per Julie Ngo 12/24/2019										

Notes:

(B) Advance CRM has been working with xRM on development/configuration delays for three months, raising the Issues rating for this quarter.

Clinical Trials Management System										
Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Clinical Trials Management System	John Slattery	2 - UW	10	2	2	2	2	2	\$9,034,000	\$15,704,000
<p>Status:</p> <ul style="list-style-type: none"> • Target 3 detailed design is in progress. <ul style="list-style-type: none"> o A detailed supplement to the project charter that defines Target 3 has been signed off by the ESC o Ten working groups comprising staff from the three institutions are working through design. o Three study team "Design & Adoption Advisory groups" are actively meeting to provide inputs into design o A "Design & Adoption Oversight Group" comprising research administration leadership across the institutions has been formed and will begin meetings in January • Executive sponsors are revising the overarching Memorandum of Agreement between the Fred Hutch, the SCCA, and UW, and are creating multiple agreements focused on: <ul style="list-style-type: none"> a) remainder of the project, b) CTMS operations, and c) CTMS "parallel office" functions (performed by UW Clinical Trials Office, Fred Hutch Clinical Research Support Office, and SCCA Research Integration Office) that will support clinical trial operations enabled by the CTMS. Drafts of documents are under review, and timeline for finalization is being determined. <p>Upcoming Major Milestone:</p> <ul style="list-style-type: none"> o Targeting design complete by March 1, 2020 <p>Project Risks:</p> <ul style="list-style-type: none"> o Currently managing resource risk: Hiring for project team for Target 3 is proceeding slower than planned with light pipeline for two lead roles. Team is expecting to implement alternative resource models by early 2020. o Currently managing change management risk: Study teams that are participating in Design through the Design & Adoption Advisory groups are expressing desire to be more involved in design, and are noting specific concerns around proposed approach to provide central support for the sponsor invoicing function. Project team is actively reaching out to study team members who are expressing concerns and is putting in place a response plan to increase study team engagement in January and February. <p>* Actual costs are through November 30.</p>										
<p><i>per Rich Selenis 1/5/20 <data provided by Ganga Subramanian 1/3/20></i></p>										

Northwest Hospital HR & Labor Integration

Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Northwest Hospital HR & Labor Integration	Nicki McCraw	2 - UW	10	2	2	2	2	2	\$9,653,000	\$14,974,000

Status:
 All HR & Labor project workstreams are moving forward according to plan. Each team in the HR workstream, as well as all the other workstreams in the NWH/UWP integration programs, are ready for the 1/1/20 transition.

Technical Update:
 The project team has completed the cutover plan related to benefits early enrollment and all of the tasks scheduled to be completed by 12/31/19 in the employment transition cutover plan. UWHires went live at NWH on 12/16. All of the workday build planned prior to cutover and the employee data conversion and validation was completed as planned prior to 12/31/19. Everything is in place for the Kronos cutover which will begin at midnight on 1/1/20.

Change Management and Training:
 All end-user training has been completed. Many communications including the one on final position mapping were sent out in December. The change management toolkit continues to be updated to support managers as they communicate with their staff with the transition. The end-user support plan have been finalized to begin execution on 1/1. Support will be offered via in-person drop in sessions and email and phone calls to various production support groups across UW.

Benefits Pre-Enrollment:
 Early benefit enrollment for the NWH and UPW staff took place November. Physicians/APPs that will be transitioning to UW benefits were included in the population allowed to participate in early enrollment. Benefits orientation sessions were available via in-person sessions, live stream of in-person sessions, and recorded sessions that were able to be watched at any time. By December 4th, approximately 93% of eligible transitioning staff had finalized early enrollment for health benefits and approximately 73% had finalized early enrollment for retirement benefits. Those who were not able to sign-up in early enrollment will be able to do so in January. Over 2500 enrollment related questions (in-person or via email) were managed during and immediately following the enrollment period.

Functional Work:
 Work to migrate contracts and compare policies completed in December. Plans to transition HR aspects of the NWH/UWP intranets to the UWM/UW intranets are complete and ready for a 1/1/20 implementation. Final plan to transfer NWH employment data to support employment verifications to i2Verify is complete and will be executed just after the cutover. The plan is also finalized to transition volunteer information from the NWH system to the UWMC system.

Testing:
 All testing, including end-to-end (E2E), payroll parallel, benefits early enrollment, and infrastructure testing has been completed and all defects discovered in the course of testing have been resolved.

Project Budget:
 Overall, the project is running under budget through November 2019 and is forecasted to be under budget at the end of the project.

Per Ryan Markowski 01/10/2020

Notes:
 (C) NWH Integration successfully completed for 1/1/2020 "go-live". Final 'test' will be January 24 payroll.

Pharmacy Inventory Management System

Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Pharmacy Inventory Management System	Shabir Somani	2 - UW	6	2	1	1	1	1	\$14,619,000	\$14,911,000
<p>Project Status: PIMS (Pharmacy Inventory Management System) is now live at HMC (9/8/19) and UWMC (10/21/18). All project close-out tasks have been completed. Pharmacy leadership is working with the AG office to negotiate and finalize a long term contract with Tecsys with the current contract expiring 1/31/20.</p> <p>Project close-out status:</p> <p>Completed Activities:</p> <ul style="list-style-type: none"> o Lessons Learned sessions have been documented and recorded on the PIMS SharePoint site o Transition to operations is complete with Don Bomgaars now responsible for operational support o Transition to technical support is complete with Joe Smith now responsible for technical support o The command center was closed on 9/21/19. Off hour calls are handled through the ITS Help Desk with Analysts on call o Project documentation (open risks, decisions, action items) is complete o Post Implementation Review (PIR) is complete o Project team coordinated with leadership to review status of outstanding requirements or enhancement requests in preparation for long term vendor contract negotiations o Report of functional requirements for inclusion in final contract provided to Don Bomgaars <p>* Actual costs are through November 30.</p>										
Per Rich Selenis 1/5/20 <data provided by Kim Braun 12/16/19>										Final

Notes:

(D) PIMS close out in December, with pharmacies at UWMC Montlake and HMC using the inpatient pharmacy inventory management system.

HFS Point of Sale										
Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
HFS Point of Sale	Pam Schreiber	2 - UW	10	2	2	2	2	2	\$755,000	\$900,000
<p>Status: The primary goal of the project has been met. Replacement of all registers with PCI compliant terminals was completed in November ahead of a calendar year deadline. The project is within budget and expected to remain so through project closure.</p> <p>HFS provided UW Medicine lessons learned during POS setup, but didn't need to coordinate the shared use of a single environment. UW Medicine decided to implement a separate instance of the Volante POS system.</p> <p>A dozen low to moderate impact items remain tracked by the project. Once these are complete, the system will be handed over to support, and lessons learned and other project artifacts will be documented and retained prior to closing the project. Examples of open items include sporadic printing issues with a type of receipt printer used in 10% of locations, completing configuration documentation for the support teams, and deploying kitchen order screens in two locations.</p>										
Per Ethan Owens 1/10/20										Final

F&A Space

Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
F&A Space	Sue Camber	2 - UW	17	3	4	2	4	4	\$49,500	\$246,000

Project Status:

The Space Functionalization project for the F&A proposal is resetting as we discover the potential impacts of the Financial Transformation to the Work Day platform and the replacement of GeoSIMs with InVision as the University's space database of record. It is imperative that the space functionalization process for the next base year proposal provides the flexibility and compatibility with the new space database of record and the future state of the University's financial system.

To ensure compatibility and integration with the future WD financial environment and the new space database of record, a detailed process map will be developed for the existing space functionalization process, mapping all critical information to ensure all necessary data is captured and the interface is aligned with the new platforms.

This work may become a subset of a larger task force to look at a myriad of space-related activities across the University's community of interest. Thus, leveraging the new platforms being implemented – WorkDay and InVision to support and enhance space applications.

Next Steps:

- Map today's space functionalization survey processes for a sampling of departments/schools.
- Build templates to identify all critical data required for space functionalization for the F&A rate proposal.
- Overlay existing process map with proposed future state with Work Day financial systems and InVision space database platform.
- Identify gaps in data collection/integration.
- Work with FT to ensure remediation or crosswalk to support functionalization requirements.
- Develop User Interface to provide campus partners with a user friendly, streamlined application to complete surveys for functionalization of space for the F&A rate proposal.

Per Colleen Bettis 12/30/19

Notes:

(E) F&A Space has recognized its interdependencies with other major projects, UWFT Workday financial environments, and implementation of InVision as UW space database of record. This puts the project behind on Schedule, Resources, and Issues.

Transportation System Improvement Project										
Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Transportation System Improvement Project	John Chapman	1 - UW	9	2	2	2	1	2	\$3,144,384	\$3,371,300
Project Status: Permit configuration into T2 Flex system ongoing. Change order approved extending the "Go-live" date from January 15 to March 24 increasing project cost by \$27,300. PaybyPhone mobile application implementation completed										
<i>Per Eric Johnson 1/10/20</i>										




Finance E-Commerce/Touchnet										
Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Finance E-Commerce/Touchnet	Brian McCartan	1 - UW	10	2	2	2	2	2	\$245,588	\$1,000,000
<p>Summary: Merchant Services is deploying a centralized e-commerce platform to simplify e-commerce and meet PCI compliance for University merchants.</p> <p>Project Status: Initial beta stores online as scheduled - First TouchNet Ready Partner implemented on schedule Software cost is fixed, with no expected variation. Actual Cost does not include Office of Merchant Services team labor</p>										
<p><i>Per Gordon Scherer/Kevin Doar 1/6/2020</i></p>										

Audit/Compliance of Unstructured Network Data

Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Audit/Compliance of Unstructured Network Data	Xiao-Ping Chen	1 - UW	10	2	3	2	1	2	\$55,000	\$55,000
Project Status: We began the project somewhat later than originally planned, due both to internal scheduling issues and some startup issues with the vendor. However, we've had our first two pre-deployment calls, and on December 30, a four-hour call with the vendor has been scheduled for install of the software. Overall, we are on schedule, on budget, and appropriately resourced.										
<i>Jeff Balaz & Mick Westrick 12/20/2019</i>										new

Project Portfolio Executive Summary - Dec 31, 2019

ICA Group Sales										
Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
ICA Group Sales	Erik Jones	1 - UW	6	1	1	1	1	2	\$0	\$500
<p>Status: All sports for which ICA intends to offer group sales have now been implemented in the FEVO system. These include the following sports (with first implementation season noted): Baseball (2019), Softball (2019), Football (2019), M/W Soccer (2019), Volleyball (2019), M/W Basketball (2019-20), Gymnastics (2019-20).</p> <p>There have been occasional issues with a few tickets not being delivered to a customer, and we are working with FEVO to resolve that issue. The ICA staff effort required to utilize FEVO was an additional 10% of existing group sales efforts to set up the first few sports, and is now down to a relatively small effort to configure FEVO at the start of each season.</p> <p>Year over year group ticket sales have increased approximately 20% since we started using FEVO. Foremost, the customer experience and path to purchase tickets for Husky sports has been streamlined and is now greatly improved. Secondly, ICA's ability to reach new customers has increased due to the ease that the FEVO system offers to fans who would like to share with, and even purchase tickets for family, friends and co-workers. We are able to see the number of ticket sales that were tied to particular individuals who shared with their social network.</p>										
Per Erik Jones 1/10/20										Final

* Oversight Level Key	** Project Health Key
<p>1. Overseen by UW management and staff. Requires OCIO approval and reporting if over delegated authority.</p>	 Project is on time, on budget, and within defined scope, with minimal issues. Overall Risk Rating where 5-10 is Green
<p>2. OCIO approval required and regular project reporting. Quality Assurance (QA) reporting required, maybe internal or external. OCIO may recommend project to be full Technology Services Board (TSB) oversight.</p>	 Changes to scope, budget, or resources have placed project at some risk. Project has the potential for delays, cost or scope changes. Overall Risk Rating where 11-17 is Yellow
<p>3. High severity and/or high risk, subject to full TSB oversight, which includes TSB approval, written reports to the TSB, periodic status reports to the TSB by the agency director and staff, and submission of other reports as directed by the TSB. External QA reporting required.</p>	 Major changes to scope, budget or resources have placed project at critical risk. One or more of the following must change in order to proceed: project schedule, resources, budget, scope. Overall Risk Rating where 18-25 is Red

Note for UW Medicine: project oversight levels 2 & 3 report to UW management

***** IT Project Risk Ratings (summed to calculate Overall Health Rating)**

Current Risk Rating	Use the scale below to rate current performance on Budget, Schedule and Scope (select appropriate number for each)
Budget Schedule Scope	<ul style="list-style-type: none"> 1 = Performing better than project plan; ahead by 5% or more 2 = Performance is on plan 3 = Behind plan, but within 5% of original targets 4 = Behind plan between 6% to 10% and likely to use/using contingency 5 = Greater than 10% behind plan and more than half of contingency used

Current Risk Rating	Use the scale below to rate current performance on Resources
Resources	People with the necessary expertise are.... <ul style="list-style-type: none"> 1 = in place, or high likelihood of being available as specified in the Resourcing Plan. 2 = There are some minor gaps in resourcing, but can be overcome with minor alternations of the Resourcing Plan, with no significant impact on schedule, budget or deliverables. 3 = somewhat in place, or struggling to perform, with moderate risk to schedule, budget or deliverables. 4 = There are gaps in resourcing, with moderately high risk to schedule, budget or deliverables. Mitigation plans in place, or will be soon. 5 = not in place, or low likelihood of being available per the Resource Plan. Significant impact on schedule, budget or deliverables, without mitigation plans in place.

Current Risk Rating	Use the scale below to rate current impact of Issues and other factors relevant to the project (select one number for this measure)
Issues	<ul style="list-style-type: none"> 1 = No risks or issues identified at this time 2 = Some identified but minor, no impacts anticipated 3 = Some that could impact the project are being managed, with minimal impact anticipated 4 = Significant risks/issues/other factors identified but not yet managed 5 = Risks/issues being managed but will have significant impact (greater than 10%) on project budget, schedule and/or scope