Statewide Impact Analysis

Template

  
Version 1.7, September 2021

Using This Template

To create a deliverable from this template:

1. Delete the template title page (previous page) and this page.
2. Replace [bracketed text] on the cover page (next page) with your project and agency information.
3. Replace [bracketed text] in the tool header area at the top of page with the same project and agency information as on the cover page.

Note: Please do not remove or modify content in the footer area.

1. Complete the entire template. Each section contains abbreviated instructions, shown in italics, and a content area. The content area is marked with a placeholder symbol (Þ) or with a table. Relevant text from other project deliverables may be pasted into content areas.

Note: Please do not remove the italicized instructions.

Texas Project Delivery Framework

Statewide Impact Analysis Template



[Agency/Organization Name]

[Project Name]

|  |  |
| --- | --- |
| Version: [VERSION NUMBER] | Revision Date: [MM/DD/YY] |

Approval of the Statewide Impact Analysis indicates an understanding and acceptance of the analysis information included within this deliverable. By signing this deliverable, each individual agrees the analysis information is accurate, complete, and ready to be forwarded to the Quality Assurance Team as described herein. According to Texas Government Code Chapter 2054.307, a state agency’s executive director, or the executive director’s designee, must approve.

|  |  |  |
| --- | --- | --- |
| Agency Head or Designee | | |
| [Name] | [Email] | [Telephone] |
| Signature | | [Date mm/dd/yy] |

**Agencies may add additional signatories depending on internal project management governance.**

|  |  |  |
| --- | --- | --- |
|  | | |
| [Name] | [Email] | [Telephone] |
| Signature | | [Date mm/dd/yy] |

|  |  |  |
| --- | --- | --- |
|  | | |
| [Name] | [Email] | [Telephone] |
| Signature | | [Date mm/dd/yy] |

|  |  |  |
| --- | --- | --- |
|  | | |
| [Name] | [Email] | [Telephone] |
| Signature | | [Date mm/dd/yy] |

|  |  |  |  |
| --- | --- | --- | --- |
| Project Name | | | Information Technology Detail (ITD) Project Sequence Number(s) |
| Contact | Phone | Email | |

Note: If the State Auditor’s Office has assigned the agency a rating of “needs additional monitoring” as indicated in Texas Gov’t Code 2261.285 (a) (1), a Statewide Impact Analysis is required. However, QAT recommends that all agencies voluntarily provide this information.

*1. Describe the nature and scope of collaboration with other agencies and list each agency and division to be included.*

⇒

*2. Describe the nature and scope of reuse or adaptation of existing business processes or existing technology components from prior projects, other state agencies, institutions of higher learning, or local governments in this project.*

⇒

*3. Describe the nature and scope of interoperability goals (or requirements) for this proposed project. For example, what business groups or automated systems from other agencies will interface with the output of this project? (This is not the same as collaboration.)*

⇒

*4. Describe how this project is anticipated to establish reusable components or services that may support future projects at this or other state agencies.*

⇒

*5. Describe the nature and scope of utilization of other information resources, such as information, staff, software, hardware, or facilities from shared state services, other state agencies or institutions of higher learning, or local governments in this project.*

⇒

*6. Describe known impacts from this project to the marketing, operational, training, or support plans of other agencies.*

⇒

*7. OPTIONAL -In planning for this project, describe any gaps in DIR offerings that if addressed may be helpful for state agencies in future projects.*

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