State of Indiana - Information Processing Policy and Management Procedures	PROJECT PROPOSAL EXECUTIVE SUMMARY	Step 2 Page 1 of 2
A. Requesting Agency:	B. Division or Group:	
C. Project Name:		D. Project Number:

E. Description of Project:

F. Identification of Alternative Ways of Meeting Project Objectives:

1. Alternative #1 (Recommended Approach):

2. Alternative #2:

3. Alternative #3:

4. Additional Alternative:

_____ (See Attachments)

G. Potential Significance, Savings, and Benefits of the Project:

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H. Requesting Agency:

I. Project Number:

J. Implementation Plan:

Activity	Responsibility	Expected Completion Date

K. Estimated Resources Required:

	Prepare Step 3	Implement System	Operate System
1.Agency Costs			
-Personnel			
-Equipment & Software			
-Contract Services			
-Miscellaneous			
-Total Agency Costs			
2.Information Services Division Costs			
-Development & Programming Services			
-Processing Services			
-Dedicated Facilities			
-Total Info Services Division Costs			
3.Total Costs			
4.Total Project Costs			

5.Check all Applicable-Requires

- ☐ Additional Budget Request
- ☐ Non-State Funds To Be Used
- ☐ Additional Equipment Required
- ☐ Additional Personnel Request
- ☐ State Match Required
- ☐ Part Or All To Be Contracted

L. Privacy Impact (Check All Applicable-Attachment Required If Checked):

- Some Included Data Subject to Usage Restriction
- Personal Data Included in System

M. Proposed By:

Agency Project Manager	Date
Systems Development Manager	Date
Agency Account Number	Date

N. Approved By:

Agency Head	Date
Budget Agency*	Date
Executive Director-OST*	Date
DPOC Chairman*	Date