* 1. IT Addendum

# Part 1: Itemized IT Costs

Please itemize any IT-related costs, including hardware, software, services (including cloud-based services), contracts (including professional services, quality assurance, and independent verification and validation), or IT staff. Be as specific as you can. (See chapter 12.1 of the operating budget instructions for guidance on what counts as “IT-related costs”)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Information Technology Items in this DP**  **(***insert rows as required***)** | **FY 2018** | **FY 2019** | **FY 2020** | **FY 2021** |
| Item 1 | xxx | yyy | zzz | aaa |
| Item 2 | xxx | yyy | zzz | aaa |
| **Total Cost** | **Enter Sum** | **Enter Sum** | **Enter Sum** | **Enter Sum** |

# Part 2: Identifying IT Projects

If the investment proposed in the decision package is the development or acquisition of an IT project/system, or is an enhancement to or modification of an existing IT project/system, it will also be reviewed and ranked by the OCIO as required by RCW 43.88.092. The answers to the three questions below will help OFM and the OCIO determine whether this decision package is, or enhances/modifies, an IT project:

1. Does this decision package fund the development or acquisition of a Yes  No  
   new or enhanced software or hardware system or service?
2. Does this decision package fund the acquisition or enhancements Yes  No  
   of any agency data centers? (See [OCIO Policy 184](https://ocio.wa.gov/policies/policy-184-data-center-investments) for definition.)
3. Does this decision package fund the continuation of a project that Yes  No  
   is, or will be, under OCIO oversight? (See [OCIO Policy 121](https://ocio.wa.gov/policies/121-it-investments-approval-and-oversight).)

If you answered “yes” to *any* of these questions, you must complete a concept review with the OCIO before submitting your budget request. Refer to chapter 12.2 of the operating budget instructions for more information.