

Planning for IT Portfolios

Purpose: Provide a framework for the integration of business and information technology (IT) planning

Effective Date: October 1, 2011

See Also: [Appendix A: IT Planning and Assessment Guidelines](#)
[Appendix B: Assessment Tools](#)

POLICY STATEMENT

1. **Each agency will establish a biennial strategic vision (as part of its agency strategic business plan) for its use of IT that includes strategies, goals, objectives, and performance measures.**
 - 1.1. These elements of the agency's strategic vision for IT will be integrated with its overall business strategy and program requirements.
 - 1.2. In its planning for IT, each agency will also take into account the state-level vision documented in the current version of the State Strategic Information Technology Plan.

RESPONSIBILITIES

Chief Information Officer (or designee)

- Interpret the policy.
- Ensure policy content is kept current.
- Recommend updates to this policy and related resources as needed.
- Make current state strategic information technology plan available.

Technology Services Board (TSB)

- Review and approve major policy changes.

Agency Heads

- Establish biennial strategic vision for use of IT.

DEFINITIONS

Portfolio: Demonstrates the relationships among current and planned investments and allows agencies to manage investments in IT as one would manage a portfolio of investments of assets such as real estate or financial instruments (e.g., a stock portfolio).

RELATED LAWS AND OTHER RESOURCES

[Managing IT Portfolios Policy \(112\)](#)

REVISION HISTORY

Date	Action taken
October 2011	Policy reformatted for migration to Office of Chief Information Officer.
April 2010	Policy adopted.

CONTACT INFORMATION

For questions about this policy, please contact your OCIO Information Technology Consultant.

APPROVING AUTHORITY

Chief Information Officer
Chair, Technology Services Board

Date