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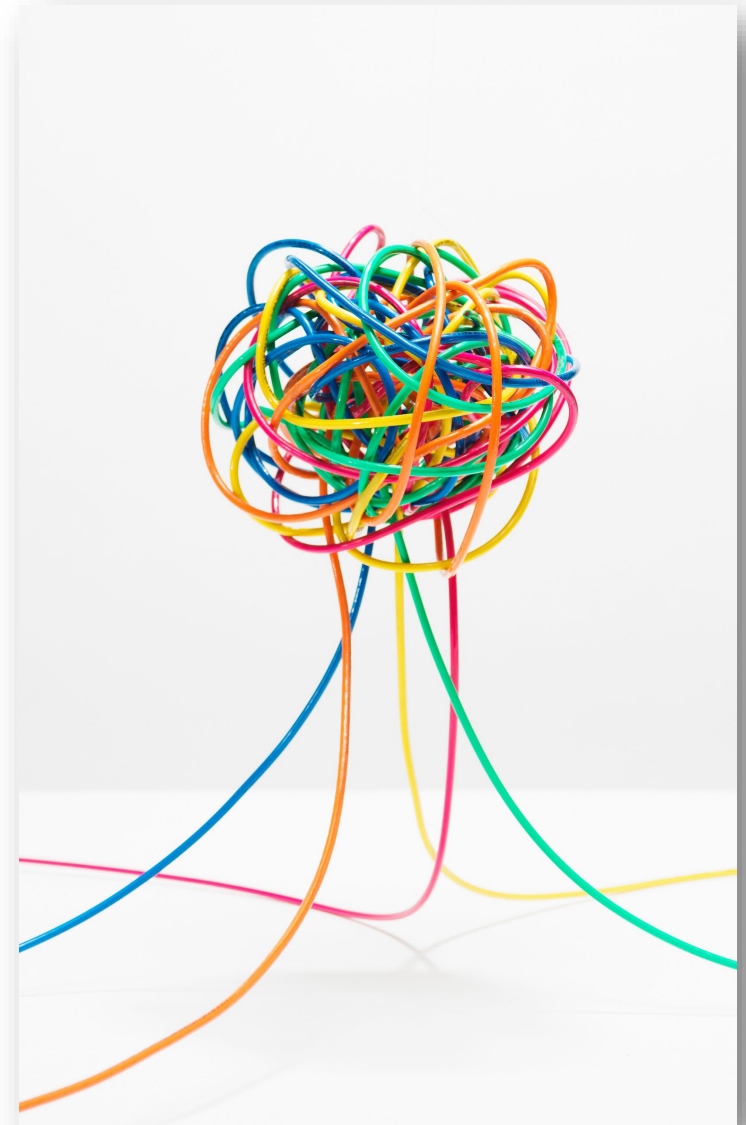Be Legendary.

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# STATEWIDE IT PLANNING

Aligning agency strategic goals and business objectives with statewide information technology priorities

August 2025

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# What Is Statewide IT Planning?

**A "living, breathing" process** managed by NDIT in which agencies and NDIT work together to create and keep current a comprehensive strategic body of information that outlines the state's long-term IT vision, priorities, and initiatives. The process ensures coordinated efforts across agencies to improve service delivery, increase efficiency, and support the achievement of statewide goals.

Through statewide IT planning agencies and NDIT prepare critical information used during legislative sessions.

Statewide IT Planning results in the creation of a **Statewide IT Plan**, which is updated regularly, and is published on the NDIT web site.

# Why Do We Do It?

- Legal compliance/legislatively mandated
- Strategy alignment across the enterprise
- Improved funding and resource justification for IT initiatives
- Reduction in duplicative efforts
- Increased collaboration and transparency

*Following this legislation isn't just about compliance: It's a thoughtful, strategic move that improves coordination, strengthens outcomes, enhances accountability, and ultimately helps agencies deliver better services to the public through planned and aligned technology use.*

# Why Do We Do It?

Regarding the need to create the plan:

Pursuant to **ND Century Code Chapter 54-59-11**,

"Each executive branch state agency or institution, excluding the institutions under the control of the board of higher education, unless the chief information officer grants an exemption, shall participate in the information technology planning process based on guidelines developed by the department. The statewide information technology plan must be developed with emphasis on agency strategic goals, business objectives, and alignment to statewide information technology initiatives."

# Why Do We Do It?

Regarding the need to work with NDIT before pursuing IT solutions :

Pursuant to **ND Century Code Chapter 54-59-11.1**,

"Each executive branch state agency, excluding entities under the control of the state board of higher education, considering the development of an information technology project with an estimated cost of one hundred thousand dollars or more shall involve the information technology department in the planning and study of the project. A state agency must receive a recommendation from the information technology department prior to proceeding with any study relating to the project."

# Why Do We Do It?

Regarding the need for agency IT purchases to comply with statewide policies, standards, and IT plans:

Pursuant to **ND Century Code Chapter 54-59-05.5**, the department:

"Shall review requests for lease, purchase, or other contractual acquisition  of information technology as required by this subsection. Each executive branch agency or institution, excluding the institutions under the control of the board of higher education, shall submit to the department, in accordance with guidelines established by the department, a written request for the lease, purchase, or other contractual acquisition of information technology. The department shall review requests for conformance with the requesting entity's information technology plan and compliance with statewide policies and standards. If the request is not in conformance or compliance, the department may disapprove the request or require justification for the departure from the plan or statewide policy or standard."

# Why Do We Do It?

Regarding the need to submit Major IT project information prior to legislative session:

**NDCC § 54-59-23.1**, "An executive, legislative, or judicial brand agency, except for the institutions under the control of the board of higher education, shall report to the department before September first of each even-numbered year regarding the plan for and status of any information technology project that is estimated to cost more than five hundred thousand dollars."

**NDCC § 54-35-15.2(13)** requires the CIO to provide a report to the Legislative Information Technology Committee (LITC) "before October first of each even-numbered year regarding proposed major information technology projects and other technology issues for the next biennium."

*Note: Although the report includes major project information, NDIT must still collect project information for all project asks $500,000 and up.*

# Who Does It?

**Executive branch state agencies**

Shall participate in the IT planning process.

**Judicial and Legislative branches**

Not required to participate.

**Higher Ed**

Not required to submit information to NDIT; but does coordinate higher education information technology planning with statewide information technology planning.

# NDCC Walkthrough With Key Definitions

**54-59-11. Information technology plans.**

Each executive branch state agency or institution, excluding the institutions under the control of the board of higher education, unless the chief information officer grants an exemption, shall participate in the information technology planning process based on guidelines developed by the department. The statewide information technology plan must be developed with emphasis on agency strategic goals, business objectives, and alignment to statewide information technology initiatives.

# NDCC Walkthrough With Key Definitions

**Executive Branch State Agency or Institution**
A public organization that operates under the executive branch of state government and is responsible for implementing laws and administering state programs and services.

**Board of Higher Education**
A governing body responsible for overseeing public postsecondary education institutions, typically including universities and colleges. In North Dakota, institutions under the control of the State Board of Higher Education are not subject to this IT planning mandate. Per NDCC § 15-10-44.2, however, the SBHE collaborates with the information technology department to coordinate higher education information technology planning with statewide information technology planning.

**Chief Information Officer (CIO)**
The senior executive responsible for overseeing information technology strategy across state agencies. The CIO has the authority to grant exemptions from participating in the statewide IT planning process, allowing the focus of IT planning activities to span across those agencies that would be most impacted by statewide IT strategies.

# NDCC Walkthrough With Key Definitions

**Information Technology Planning Process**
A structured approach by which agencies and the Information Technology Department assess, define, and prioritize IT needs and initiatives in alignment with broader strategic goals and statewide directives. This process is guided by specific criteria and timelines set by "the department," meaning NDIT in the context of this law.

**The (Information Technology) Department**
The state agency responsible for overseeing and coordinating IT functions and strategy across executive agencies. It issues guidelines for the planning process and ensures consistency with statewide objectives.

**Statewide Information Technology Plan**
A comprehensive strategic body of information that outlines the state's long-term IT vision, priorities, and initiatives. It ensures coordinated efforts across agencies to improve service delivery, increase efficiency, and support the achievement of statewide goals.

# NDCC Walkthrough With Key Definitions

**Agency Strategic Goals**
Long-term outcomes established by individual agencies that define their purpose and direction, typically aligned with their mission and legislative mandates. Goals are aspirational and may take multiple years or biennia to accomplish.

**Business Objectives**
Specific, measurable actions that agency staff intend to accomplish within a defined timeframe to support their strategic goals. These often involve improving operational performance, customer service, or cost-effectiveness.

**Alignment to Statewide Information Technology Initiatives**
The process of ensuring that individual agency IT plans and projects support and are consistent with broader state IT priorities, such as cybersecurity, digital transformation, shared services, and infrastructure modernization.

# IT Planning Roadmap

## Statewide IT Planning Roadmap

| | Q3-2025 | Q4-2025 | Q1-2026 | Q2-2026 | Q3-2026 | Q4-2026 | Q1-2027 | Q2-2027 |
|---|---|---|---|---|---|---|---|---|
| | Continual review of goals, objectives, IT ideas, with updates to relevant IT planning documents and data repositories. Validate if initiatives that start are in line with agency and NDIT IT plans. | | | | | | | |
| | IT projects that cost $100,000+ tracked and updated in the state's (NDIT's) enterprise project portfolio management tool. Dashboards surface project health and status, as well as ties to statewide IT strategies. | | | | | | | |

### Objectives

| Q3-2025 | Q4-2025 | Q1-2026 | Q2-2026 | Q3-2026 | Q4-2026 | Q1-2027 | Q2-2027 |
|---|---|---|---|---|---|---|---|
| 1. Assess impacts to policy changes necessitated by legislative session. 2. Determine priorities of newly funded work. 3. Determine resource needs. 4. Roadmap potential start dates for new IT work for biennium. | 1. Business strategy planning/refresh. 2. Application inventory review/refresh. 3. Begin current state-future state assessment for Application Roadmap (5-year outlook). 4. Review and re-align priorities. | 1. Review goals, objectives, and IT ideas. 2. Prioritize IT ideas based on likelihood to be funded, and impact to technology landscape. 3. Conduct market research, issue RFIs. 4. High level scope and impact analysis of prioritized ideas. | 1. Finalize plans for legislative session asks. 2. Submit budgets to OMB (due July 15). 3. Update IT ideas list. 4. Create New Project Request forms for those IT ideas that will move forward. | 1. Budget submissions to OMB continue (due July 15). 2. Submit major IT project information to NDIT (due Sept. 1). 3. Submit and/or refresh all other plan information. 4. Create and submit CIO Report to Legislative IT Committee (due Oct. 1). | 1. Submit and/or refresh all other plan information (if not done already, or regularly, must complete an annual review by Oct. 15). 2. Prepare list of projects that require carryover funding requests w/context. 3. Prepare any other remaining information for session. | 1. Participate as needed in legislative session ("crossover" is last week of Feb.). 2. Track bills. | 1. Assess work funded for next biennium. 2. Prepare materials to conduct new project prioritization activities. 3. Refresh top-level statewide IT strategic vision. |

### NDIT

| Q3-2025 | Q4-2025 | Q1-2026 | Q2-2026 | Q3-2026 | Q4-2026 | Q1-2027 | Q2-2027 |
|---|---|---|---|---|---|---|---|
| **Technology Business Partners (TBP):** Communicate NDIT strategic vision. Facilitate inputs and adjustments to the steering committee backlog from identified and prioritized upcoming projects (continual quarterly cycle). **Enterprise Architects (EA):** Communicate NDIT technology directives; assess impacts of IT work requested but not funded. **Security:** Assess/communicate key security compliance items and risks (continual quarterly cycle). **Portfolio Manager:** Conduct initial biennial project prioritization activity, develop new IT work backlog based on steering committee activity. **SWITP Manager:** Ensure processes are occurring. Provide quarterly update. **Executive Team:** Ensure relevant processes are updated, new strategic initiatives formed to support NDIT improvements. | **TBP:** Start the "demand shaping" process for new IT initiatives. **EA:** Aligning the demand shaping to the desired technology future state. **Security:** Provide key risk information to help drive technology prioritization and roadmapping. **Portfolio Manager:** Collect new project requests and rebalance the IT portfolio based on steering committee activity. **SWITP Manager:** Ensure processes are occurring. Provide quarterly progress update. **Executive Team:** Resolve escalations regarding work prioritizations. Support technology direction as needed; rebalance technology directives. | **TBP:** Curate ideas list, develop relevant business roadmaps. **EA:** Leveraging priorities list, perform market research, impact analysis. Create/update Application Roadmap **Security:** Participate in impact analysis and roadmap development. **Portfolio Manager:** Collect new project requests and rebalance the IT portfolio based on steering committee activity. **SWITP Manager:** Ensure processes are occurring. Provide quarterly update. **Executive Team:** Provide IT guidance for key directives. | **TBP:** Create new project request forms. **EA:** Support creation of new project requests. **Security:** Support creation of new project requests. **Portfolio Manager:** Collect new project requests and rebalance the IT portfolio based on steering committee activity. **SWITP Manager:** Ensure processes are occurring. Provide quarterly update. **Executive Team:** Prepare and submit NDIT budget. | **TBP:** Ensure major IT information submitted, help agencies evaluate if projects are major IT. **EA:** Support creation of major IT project requests, Support legislative information needs, re-assess alignment of technology asks across the enterprise. Assess IT issues for next biennium for CIO report. **Security:** Support creation of major IT project requests. Assess IT issues for next biennium for CIO report. **Portfolio Manager:** Collect new project requests and rebalance the IT portfolio based on steering committee activity. **SWITP Manager:** Consolidate and draft CIO report information. Provide quarterly update. **Executive Team:** Review, finalize, and approve CIO report (CIO submits report). | **TBP:** Assist agencies with legislative preparation as needed. **EA:** Support legislative information needs. Re-assess alignment of technology asks across enterprise. **Security:** Support legislative information needs. **Portfolio Manager:** Collect new project requests and rebalance the IT portfolio based on steering committee activity. Analyze NDIT resource capacity in light of newly identified work. **SWITP Manager:** Ensure information reviews occur. Provide quarterly update. **Executive Team:** Present CIO report to LITC. | **TBP:** Participate in legislative activities as needed. **EA:** Participate in legislative activities as needed. Assess enterprise impact of new IT projects. **Security:** Participate in legislative activities as needed. Participate in technology impact/risk assessments. **Portfolio Manager:** Collect new project requests and rebalance the IT portfolio based on steering committee activity and legislative information. **SWITP Manager:** Update project bill tracking logs. Provide quarterly update. **Executive Team:** Provide legislative session support to agencies. | **TBP:** Validate new IT work that has been committed. Complete new project request forms. **EA:** Assess enterprise impact of new IT projects. **Security:** Participate in technology impact/risk assessments. **Portfolio Manager:** Collect new project requests and rebalance the IT portfolio based on steering committee activity. Prepare documentation for new biennium project prioritization. **SWITP Manager:** Ensure processes are occurring. Provide quarterly update. **Executive Team:** Publish updated Strategic Vision and Goals document. |

### Agency

| Q3-2025 | Q4-2025 | Q1-2026 | Q2-2026 | Q3-2026 | Q4-2026 | Q1-2027 | Q2-2027 |
|---|---|---|---|---|---|---|---|
| 1. Now that initial new-biennium work is slated, decision-makers should refresh business and IT strategy. 2. Customer-facing staff from NDIT, such as TBPs and Architects will look to your agency staff to provide some dedicated time toward ensuring strategies are forward-facing, and comprehensive of risks contained in your IT landscape. 3. NDIT may work through a Strategy Context Document with agency leaders, and kick off the formulation of new IT ideas. | The agency should have a grasp on key business needs, and should develop or update their business roadmap. Now that new business strategies have been evaluated, it is time to work with NDIT TBPs and Architects to formulate the next wave of IT demands and ideas. Technology directives may change or evolve as you work together with NDIT to update application inventories, and review long term application roadmap strategies that tie to future business goals. | 1. It's a new year, and it's time to get a jump on your IT fact-finding missions. 2. Now that initial IT ideas are determined, you'll need to allocate staff to performing market research, conducting RFIs, conducting business process modeling, and to build business cases for new IT requests. 3. Agency staff will also be called upon to continue to provide information to NDIT staff that will help them update application inventories, and provide any estimation support for IT ideas that have a high probability of becoming real initiatives. | 1. It's time to get documentation together for next biennium's budget requests. 2. Your TBP will work with you to gather new project request form information and IT idea requests for projects you are submitting as part of your biennial budget. 3. Your IT ideas and requests will be maintained in the ND Self Service Portal. | 1. NDIT will review the information you've already submitted to compile the reports required of the CIO by October. 2. Be prepared for follow up questions from NDIT staff, with the potential that some strategies may zig and zag as deadlines approach. | 1. The end of the year is focused on tying up the loose ends in preparation for legislative session. 2. Such as noted across the top of this roadmap, be prepared for NDIT staff to check in with you to continually update and rebalance IT strategy and related roadmap information. | 1. This period is all about supporting and/or participating in legislative session, and keeping tabs on the outcomes. 2. Such as noted across the top of this roadmap, be prepared for NDIT staff to check in with you to continually update and rebalance IT strategy and related roadmap information. | 1. As session ends it is time to assess internal resource needs against newly funded work, and to determine when you would like or need your projects to kick off. 2. If you have a project that costs $100,000+ be prepared to share business case information as part of the project prioritization process. 3. Expect TBPs to work with you on portfolio prioritization preparation, and IT Architects to evaluate various technical impacts with your agency. |

# Roadmap: Things that happen continually

Continual review of goals, objectives, IT ideas, with updates to relevant IT planning documents and data repositories. Validate if initiatives that start are in line with agency and NDIT IT plans.

IT projects that cost $100,000+ tracked and updated in the state's (NDIT's) enterprise project portfolio management tool. Dashboards surface project health and status, as well as ties to statewide IT strategies.

# Roadmap: Q3-2025

## Objectives

1. Assess impacts to policy changes necessitated by legislative session.
2. Determine priorities of newly funded work.
3. Determine resource needs.
4. Roadmap potential start dates for new IT work for biennium.

## Agency Expectations

1. Now that initial new-biennium work is slated, decision-makers should refresh business and IT strategy.
2. Customer-facing staff from NDIT, such as TBPs and Architects will look to your agency staff to provide some dedicated time toward ensuring strategies are forward-facing, and comprehensive of risks contained in your IT landscape.
3. NDIT may work through a Strategy Context Document with agency leaders, and kick off the formulation of new IT ideas.

## NDIT Responsibilities

**Technology Business Partners (TBP):** Communicate NDIT strategic vision. Facilitate inputs and adjustments to the steering committee backlog from identified and prioritized upcoming projects (continual quarterly cycle).

**Enterprise Architects (EA):** Communicate NDIT technology directives; assess impacts of IT work requested but not funded.

**Security:** Assess/communicate key security compliance items and risks (continual quarterly cycle).

**Portfolio Manager:** Conduct initial biennial project prioritization activity, develop new IT work backlog based on steering committee activity.

**Statewide IT Planning Manager:** Ensure processes are occurring. Provide quarterly update.

**Executive Team:** New strategic initiatives formed to support NDIT improvements. Evaluate performance against strategic goals and initiatives.

# Roadmap: Q4-2025

## Objectives

1. Business strategy planning/refresh.
2. Application inventory review/refresh.
3. Begin current state-future state assessment for Application Roadmap (5-year outlook).
4. Review and re-align priorities.

## Agency Expectations

1. The agency should have a grasp on key business needs, and should develop or update their business roadmap.
2. Now that new business strategies have been evaluated, it is time to work with NDIT TBPs and Architects to formulate the next wave of IT demands and ideas.
3. Technology directives may change or evolve as you work together with NDIT to update application inventories, and review long term application roadmap strategies that tie to future business goals.

## NDIT Responsibilities

**TBP:** Start the "demand shaping" process for new IT initiatives.

**EA:** Aligning the demand shaping to the desired technology future state.

**Security:** Provide key risk information to help drive technology prioritization and roadmapping.

**Portfolio Manager:** Collect new project requests and rebalance the IT portfolio based on steering committee activity.

**SWITP Manager:** Ensure processes are occurring. Provide quarterly progress update.

**Executive Team:** Resolve escalations regarding work prioritizations. Support technology direction as needed; rebalance technology directives.

# Roadmap: Q1-2026

## Objectives

1. Review goals, objectives, and IT ideas.
2. Prioritize IT ideas based on likelihood to be funded, and impact to technology landscape.
3. Conduct market research, issue RFIs.
4. High level scope and impact analysis of prioritized ideas.

## Agency Expectations

1. It's a new year, and it's time to get a jump on your IT fact-finding missions.
2. Now that initial IT ideas are determined, you'll need to allocate staff to performing market research, conducting RFIs, conducting business process modeling, and to build business cases for new IT requests.
3. Agency staff will also be called upon to continue to provide information to NDIT staff that will help them update application roadmaps, and provide any estimation support for IT ideas that have a high probability of becoming real initiatives.

## NDIT Responsibilities

**TBP:** Curate ideas list, develop relevant business roadmaps.

**EA:** Leveraging priorities list, perform market research, impact analysis. Create/update Application Roadmap

**Security:** Participate in impact analysis and roadmap development.

**Portfolio Manager:** Collect new project requests and rebalance the IT portfolio based on steering committee activity.

**SWITP Manager:** Ensure processes are occurring. Provide quarterly update.

**Executive Team:** Provide strategic guidance for key directives, goals, and IT initiatives.

# Roadmap: Q2-2026

## Objectives

1. Finalize plans for legislative session asks.
2. Submit budgets to OMB (due July 15).
3. Update IT ideas list.
4. Create New Project Request forms for those IT ideas that will move forward.

## Agency Expectations

1. It's time to get documentation together for next biennium's budget requests.
2. Your TBP will work with you to gather new project request form information and IT idea requests for projects you are submitting as part of your biennial budget.
3. Your IT ideas and requests will be maintained in the ND Self Service Portal.

## NDIT Responsibilities

**TBP:** Create new project request forms.

**EA:** Support creation of new project requests.

**Security:** Support creation of new project requests.

**Portfolio Manager:** Collect new project requests and rebalance the IT portfolio based on steering committee activity.

**SWITP Manager:** Ensure processes are occurring. Provide quarterly update.

**Executive Team:** Establish rate guidance for the next biennium. Prepare NDIT budget.

# Roadmap: Q3-2026

## Objectives

1. Budget submissions to OMB continue (due July 15).
2. Submit $500,000 and over project information to NDIT (due Sept. 1).
3. Submit and/or refresh all other plan information.
4. Create and submit CIO Report to Legislative IT Committee (due Oct. 1).

## Agency Expectations

1. NDIT will review the information you've already submitted to compile the reports required of the CIO by October.
2. Be prepared for follow up questions from NDIT staff, with the potential that some strategies may zig and zag as deadlines approach.

## NDIT Responsibilities

**TBP:** Ensure $500,000 and over project information submitted.

**EA:** Support creation of major IT project requests, Support legislative information needs, re-assess alignment of technology asks across the enterprise. Assess IT issues for next biennium for CIO report.

**Security:** Support creation of major IT project requests. Assess IT issues for next biennium for CIO report.

**Portfolio Manager:** Collect new project requests and rebalance the IT portfolio based on steering committee activity.

**SWITP Manager:** Consolidate and draft CIO report information. Provide quarterly update.

**Executive Team:** Review, finalize, and approve CIO report (CIO submits report). Finalize NDIT budget submission.

# Roadmap: Q4-2026

## Objectives

1. Submit and/or refresh all other plan information (if not done already, or regularly, must complete an annual review by Oct. 15).
2. Prepare list of projects that require carryover funding requests w/context.
3. Prepare any other remaining information for session.

## Agency Expectations

1. The end of the year is focused on tying up the loose ends in preparation for legislative session.
2. Such as noted across the top of this roadmap, be prepared for NDIT staff to check in with you to continually update and rebalance IT strategy and related roadmap information.

## NDIT Responsibilities

**TBP:** Assist agencies with legislative preparation as needed.

**EA:** Support legislative information needs. Re-assess alignment of technology asks across enterprise.

**Security:** Support legislative information needs.

**Portfolio Manager:** Collect new project requests and rebalance the IT portfolio based on steering committee activity. Analyze NDIT resource capacity in light of newly identified work.

**SWITP Manager:** Ensure information reviews occur. Provide quarterly update.

**Executive Team:** Present CIO report to LITC. Prepare for legislative session based on Executive Budget.

# Roadmap: Q1-2027

## Objectives

1. Participate as needed in legislative session ("crossover" is last week of Feb.).
2. Track bills.

## Agency Expectations

1. This period is all about supporting and/or participating in legislative session, and keeping tabs on the outcomes.
2. Such as noted across the top of this roadmap, be prepared for NDIT staff to check in with you to continually update and rebalance IT strategy and related roadmap information.

## NDIT Responsibilities

**TBP:** Participate in legislative activities as needed.

**EA:** Participate in legislative activities as needed. Assess enterprise impact of new IT projects.

**Security:** Participate in legislative activities as needed. Participate in technology impact/risk assessments.

**Portfolio Manager:** Collect new project requests and rebalance the IT portfolio based on steering committee activity and legislative information.

**SWITP Manager:** Update project bill tracking logs. Provide quarterly update.

**Executive Team:** Participate in legislative session. Provide legislative session support to agencies.

# Roadmap: Q2-2027

## Objectives

1. Assess work funded for next biennium.
2. Prepare materials to conduct new project prioritization activities.
3. Refresh top-level statewide IT strategic vision.

## Agency Expectations

1. As session ends it is time to assess internal resource needs against newly funded work.
2. If you have a project that costs $100,000+ be prepared to share business case information as part of the project prioritization process.
3. Expect TBPs to work with you on portfolio prioritization preparation, and IT Architects to evaluate various technical impacts with your agency.

## NDIT Responsibilities

**TBP:** Validate new IT work that has been committed. Complete new project request forms.

**EA:** Assess enterprise impact of new IT projects.

**Security:** Participate in technology impact/risk assessments.

**Portfolio Manager:** Collect new project requests and rebalance the IT portfolio based on steering committee activity. Prepare documentation for new biennium project prioritization.

**SWITP Manager:** Ensure processes are occurring. Provide quarterly update.

**Executive Team:** Publish updated Statewide IT Initiatives directional document.

# Supporting Structures

These are the structures through which NDIT discovers, reviews, and understands new IT information with agencies. These are also leveraged to formally flag, negotiate, and finalize key enterprise IT directives.
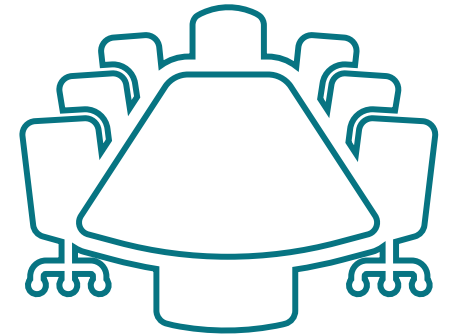
## Customer Advisory Group (quarterly meeting)

Fosters collaboration between NDIT and its agency partners, ensuring a regular feedback channel is available to those who rely on NDIT services. The group's primary goal is to gather structured feedback on the overall performance of services while offering guidance on future needs that will influence long-term planning and direction.

## Enterprise Architecture Board (monthly meeting)

The EA Board is comprised of NDIT and Agency representatives. The EAB reviews enterprise architecturally significant topics and changes, including the maintenance of cross-agency standards, blueprints and guidelines.

# Supporting Structures

## NDIT Initiative Intake Process

Initiative Intake is the process through which NDIT customers submit requests for new IT initiatives. Through this process NDIT works to understand the business needs, and to assist in determining IT recommendations that solve problems while aligning to the enterprise IT strategy. This process also helps kick off other important steps, e.g., IT Review, EA Standards Review, Security Risk Assessments.

## Portfolio Steering Committee (quarterly meeting)

The Portfolio Steering Committee reviews and prioritizes the proposed IT project backlog on a quarterly basis. This prioritization drives order and sequence of IT projects in a recurring way.
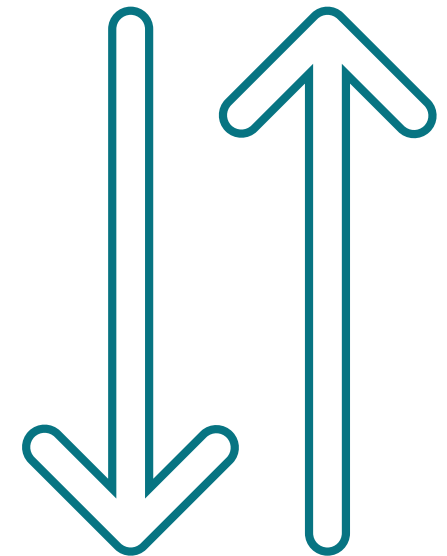
# IT Planning Tools and Templates

Because technology changes rapidly, the IT plan must constantly evolve. The artifacts below are the collections of tools and templates used to document and share IT plan information. Although they feed each other from left to right, any of the tools may be updated individually or in relevant groupings, either in short or long iterations.
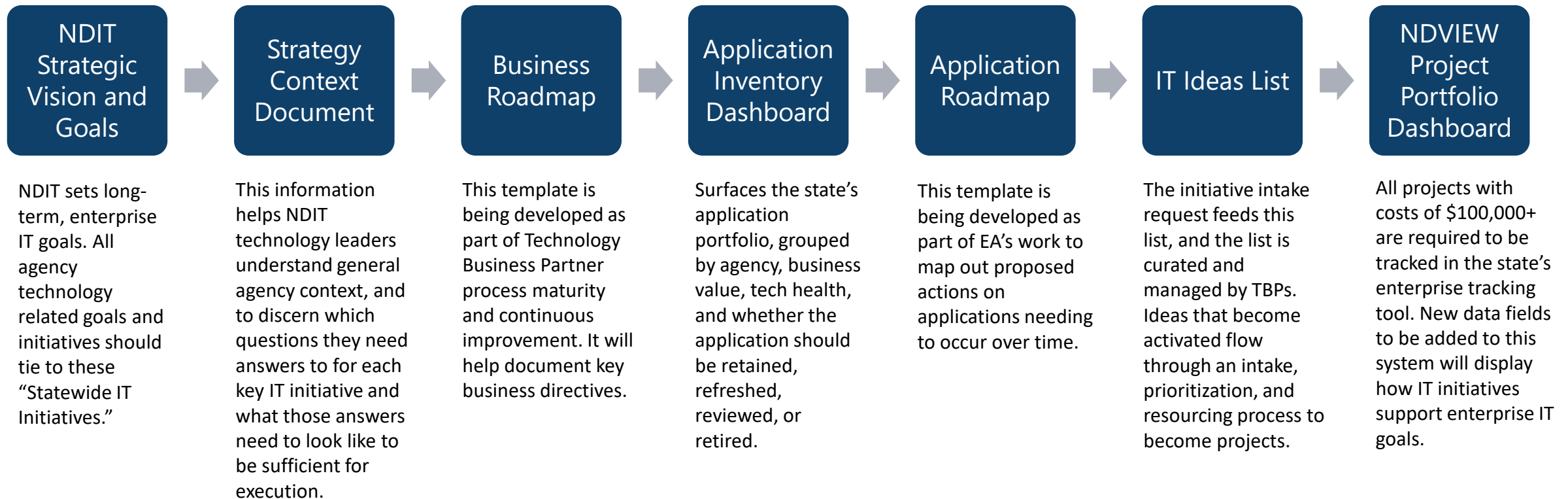
| NDIT Strategic Vision and Goals | Strategy Context Document | Business Roadmap | Application Inventory Dashboard | Application Roadmap | IT Ideas List | NDVIEW Project Portfolio Dashboard |
|---|---|---|---|---|---|---|
| NDIT sets long-term, enterprise IT goals. All agency technology related goals and initiatives should tie to these "Statewide IT Initiatives." | This information helps NDIT technology leaders understand general agency context, and to discern which questions they need answers to for each key IT initiative and what those answers need to look like to be sufficient for execution. | This template is being developed as part of Technology Business Partner process maturity and continuous improvement. It will help document key business directives. | Surfaces the state's application portfolio, grouped by agency, business value, tech health, and whether the application should be retained, refreshed, reviewed, or retired. | This template is being developed as part of EA's work to map out proposed actions on applications needing to occur over time. | The initiative intake request feeds this list, and the list is curated and managed by TBPs. Ideas that become activated flow through an intake, prioritization, and resourcing process to become projects. | All projects with costs of $100,000+ are required to be tracked in the state's enterprise tracking tool. New data fields to be added to this system will display how IT initiatives support enterprise IT goals. |

# The **Statewide IT Plan**

In short, the IT plan itself is a web site that consolidates and publishes IT planning information, as well as the tools and training needed to create the plan.

**Statewide IT Planning web page on ndit.nd.gov**

**IT Plan Contents**

**How To**

| Strategic Vision and Goals | Statewide Initiatives | Technology Roadmap | Biennial CIO Report | This quarter in IT planning update | Overview | Definitions | List of participating agencies | Training video, presentation | Links to templates |

# Continual Improvement

**Statewide IT Planning is a "living, breathing" process** managed by NDIT in which agencies and NDIT work together to create and keep current a comprehensive strategic body of information that outlines the state's long-term IT vision, priorities, and initiatives. The process ensures coordinated efforts across agencies to improve service delivery, increase efficiency, and support the achievement of statewide goals.

*Likewise, how IT planning functions, and how its key tools and techniques are used, are also living and breathing. As lessons are learned, and as related process maturity grows, statewide IT planning will be continually improved.*