



QUALIFIED PROJECT MANAGER APPROVAL
NORTH DAKOTA INFORMATION TECHNOLOGY
SFN 60137 (6-2025)

This project manager qualification only applies to projects over \$100,000.

Department Name	Department Number
Contact Person	Telephone Number

Project Manager

Name	Employer
PMP Number	PMP Original Grant Date

Project Manager Experience

Please note that a project manager must meet the following qualifications to be the primary (lead) project manager on an information technology project or program over \$100,000:

Non-Major Projects/Programs with a Budget Between \$100,000 and \$2,000,000

The primary project manager must demonstrate prior experience managing at least one project of similar size, scale, and complexity.

Non-Major Projects/Programs with a Budget Over \$2,000,000

The primary project manager must demonstrate prior experience managing at least one project of similar size, scale, and complexity. The project manager must also hold the Project Management Institute's Project Management Professional (PMP) certification.

Major Information Technology Projects/Programs

The primary project manager must hold the Project Management Institute's Project Management Professional (PMP) certification. The project manager must have previously managed or co-managed an information technology project budgeted for at least \$2,000,000, which must have spanned at least a 12-month timeline, been subject to STD009, and had complexities requiring coordination of work between multiple entities. Primary project managers assigned to major information technology projects/programs who are not internal state staff must be contracted, assigned, and supervised through the department (ITD) Project Management Office.

List the projects and/or programs the project manager has managed or co-managed that had a budget of \$100,000 and over.

Project Name	Project Budget	Project Length (in months)
Description		

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Description		

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Description		

Describe the experience the project manager has in North Dakota project management practices:	
Project Manager Signature	Date

ND Chief Information Officer

The ND CIO must approve that the project manager assigned to a major project (as defined by NDCC 54-59-32 and by NDCC 54-35-15) meets the "qualifications established by the department" which are described above in this form. Approval indicates that the ND CIO believes the project manager experience submitted on this form meets the qualifications established by the department (ITD) and that the project manager may serve to the capacities that have been checked. Denial indicates that the ND CIO believes the project manager experience submitted on this form does not meet the qualifications established by the department (ITD) and should not manage a major IT project until additional experience and/or training is gained.

<input type="checkbox"/> Approve Non-Major \$100,000 - \$2,000,000		<input type="checkbox"/> Approve Major	
<input type="checkbox"/> Approve Non- Major > \$2,000,000		<input type="checkbox"/> Deny	
Conditions/Explanation			
ND CIO Signature		Date	