

TECHNOLOGY INVESTMENT REQUEST 1618.0

An IT project is defined as the implementation of IT improvements (computer, telecommunications or other information technology improvements) using IT services (Vendor, DoIT or agency) within a defined period of time (i.e. not maintenance or ongoing IT services and support). Any Executive Branch agency wishing to invest in an IT project that costs more than \$50,000 must develop a business case with a Technology Investment Request (TIR) form. TIRs are required for Executive Branch agencies as part of their biennial budget process as well as for interim funding of IT projects. They apply regardless of the funding source (including grant funding), as well as in situations where the funding already exists and the agency is requesting authority for expenditure. This also applies to projects mandated by either the federal government or the Nevada State Legislature. The TIR must be submitted to DoIT for review and approval prior to submittal to the Budget Division.

For agencies appearing before IFC to either request interim funding for an IT project or approval to expend Federal or Grant funds for an IT Project the agency must submit a TIR to DoIT for review and approval prior to the submittal of the work program to the Budget Division. Work programs will not be approved without an approved TIR.

Every agency submitting a TIR that is:

- an investment of \$500,000 or more or
- critical in nature to State operations or
- significant risk of adverse consequences to the State of Nevada

will make a presentation to the Nevada IT Strategic Planning committee. During the biennial budget session, this committee will submit its recommendations to the Governor regarding the prioritization and inclusion of IT projects in the biennial budget.