



High-Profile Information Technology Project Status Report

Department: State of Wisconsin Investment Board

Project Name: Financial and Administrative Solution Implementation

Business Sponsor: Lori Wersal

Date of Report: 8/15/2015

Reporting for Quarter: 6/30/2015

Project Start Date: 09/01/2014

Planned Implementation Date: 12/12/2015

Estimated Project Cost: \$4,714,926.00

Amount Provided Through Master Lease:

Project Description – *Enter a brief description of the project, including the business case for it and its major deliverables.*

The Financial and Administrative Solution Implementation project is to successfully implement Unit 4's Agresso product to better enable SWIB's accounting and human resource needs as well as their integration with investment systems. The project has two phases aligning with the Department of Administration (DOA) PeopleSoft implementation. Phase 1 includes record to report, procure to pay, budget to control, basic cost allocation, role based security and Agresso reporting to and is expected to be completed by September 30, 2015. Phase II includes time & attendance, advanced cost allocation, workflows, advanced reporting and configuration of HR/Payroll to enable DOA processing and is expected to be completed by December 12, 2015.

Key Deliverables:

1. Plan & Prepare
 - a. Project Charter
 - b. Project Plan with Resource estimates
 - c. Risk Matrix
2. Requirements Validation and Design
 - a. Documented requirements (BRSDD)
 - b. Business Process Documents (SIPOC)
 - c. Updated Risk Matrix
3. Develop & Configure
 - a. Data migration plan
 - b. Test scripts
 - c. SOP's (possible)
 - d. Updated Risk Matrix
4. Testing
 - a. Test plans
 - b. Test schedule
 - c. Documented test results
 - d. Documented validation of user acceptance testing
 - e. Go/ no go decision
 - f. Updated Risk Matrix
5. Train & Deploy
 - a. User training plan
 - b. Go live checklist
 - c. Fallback/Recovery Plan
 - d. Updated Risk Matrix
6. Provide project materials requested by Internal Audit for audit reviews

Project Funding – *Please describe all sources of funding for the project, which should add up to the estimated project cost cited above.*

This project is funded through charges to the trust funds under management.

<p>Project Status – Determine the status for the Schedule and Budget categories below based on the guidelines on the right and described in more detail on page 2 of this document.</p> <p>Insert an X in the column that best describes the status of the category. Add comments for that category as needed.</p> <p>Additional comments are not required if the status is Green, but if a category has a status of Yellow or Red, describe the issues or problems and what actions the agency is taking to address them.</p>	Green	STATUS COLOR INDICATORS
	Yellow	On target as planned
	Red	Encountering issues (e.g., Schedule or Budget over by 10% to 25%)
		Encountering problems (e.g., Schedule or Budget over by 25% or more)

Project Status Categories	Green	Yellow	Red
<p>Schedule Status</p> <p>The FAS project was on schedule for Phase 1 to be implemented on 6/30/2015 however, as a result of the deferral of the go-live of the state's STAR project and the tight integration between systems, the implementation of Phase 1 of this project will also be deferred until September 30, 2015. The project team is utilizing this time for testing, running parallel, training and documentation. Phase 2 activities and deliverables are in progress and are also on schedule to be implemented on 12/12/2015</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Budget Status</p> <p>The project is currently within the overall project budget. A change request was approved to increase the budget for additional resources.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Summarize Any Completed Major Tasks or Project Phases:

Requirements validation and design deliverables have been completed and the configuration of the system was completed as defined within the requirements. Build/unit testing for reports and interfaces and UAT functional testing were also completed. UAT E2E test execution continues with the introduction of a parallel test phase to allow for the ability to leverage and compare a subset of production data. User training, business process documentation and overall operational readiness continues and deployment planning is underway. Requirements gathering and design are in progress for Phase 2

Summarize Any Significant Project Changes Affecting Schedule, Budget or Scope:

For each change, describe what the change involved, when it was approved, and the reasons behind the approved change.

None at this time.

Additional Comments or Issues (optional):

If you have any additional overall status comments about the project (e.g., project news, accomplishments, emerging challenges or risks that could affect the project), please provide them here.

Project Status Category Guidelines

Schedule Status

Green – Indicates that the project or phase is on track for the targeted implementation date.

Yellow – Indicates that the project or phase may be falling behind and analysis needs to be done to determine if the project can recover and still achieve the targeted implementation date, or if adjustments must be made to that date.

Red – Indicates that the project or critical tasks have fallen behind schedule, and corrective action must be taken to still achieve the targeted implementation date or that date must be changed.

Budget Status

Green – Currently on target with project budget.

Yellow – Project is over budget by 10 to 25%.

Red – Project is over budget by 25% or more.