Nebraska Information Technology Commission

Government Technology Collaboration Fund - 2001

Score		Agency	Project Title	GTCF Request	Total Cost
96	2001-03	Office of the CIO	E-Government Architecture Study	$ 50,000.00	$ 80,000.00
93	2001-06	Dept. of Natural Resources (Multiple Agencies)	Creating a Common Framework for Integrating Surface Water Data	$ 25,000.00	$ 56,200.00
91	2001-04	Office of the CIO	HIPAA Assessment and Strategy for State Government	$ 30,000.00	$ 40,000.00
88	2001-20	Library Commission	Value-Added Book Reviews: Any Time, Any Place	$ 8,322.00	$ 11,096.00
88	2001-05	Office of the CIO	Security Assessment	$ 46,800.00	$ 62,500.00
87	2001-09	IMServices	Enterprise Security Awareness Training	$ 36,620.00	$ 93,620.00
87	2001-08*	IMServices	Enterprise E-Government Security Software	$ 151,000.00	$ 415,000.00
86	2001-07	IMServices (Multiple Agencies)	Information Technology Support Tools Project	$ 105,000.00	$ 142,000.00
86	2001-11	IMServices and Workers' Compensation Court	Enterprise Content Management Study	$ 100,000.00	$ 135,000.00
84	2001-01	Assistive Technology Partnership	Workforce Investment Act Resource Centers	$ 25,000.00	$ 112,910.00
83	2001-19	Dept. of Agriculture (Multiple Agencies)	Fee Collection Program	$ 9,900.00	$ 13,200.00
83	2001-14	State Patrol	Mobile Data Computer (MDC) Project and Remote Terminal Server (RTS) Project	$ 53,227.00	$ 153,227.00
81	2001-02	State Fire Marshal	All-Incident Reporting System	$ 69,956.00	$ 99,922.00
80	2001-15	Commission for the Blind and Visually Impaired	Accessible E-Government	$ 26,900.00	$ 37,387.00
80	2001-16	HHSS (Multiple Agencies)	Employee Training Record System	$ 15,000.00	$ 20,000.00
80	2001-12	IMServices (Multiple Agencies)	Automated Legislative Bill Tracking	$ 20,000.00	$ 26,700.00

79	2001-13	Nebraska Arts Council	Continuation of E-Granting Conversion Project	$ 40,000.00	$ 54,000.00
79	2001-21	Board of Parole	Criminal History Integration into Corrections Tracking System (CTS)	$ 12,000.00	$ 16,000.00
74	2001-17	UNL - Conservation and Survey Division	Creating Digital Access and Archiving of the Conservation and Survey Division Aerial Photography Collection	$ 57,200.00	$ 129,800.00
68	2001-18	Commission on the Status of Women	Grant Proposal	$ 5,512.50	$ 7,350.00
60	2001-10	IMServices (Multiple Agencies)	Lotus Notes Interagency Collaboration Education Project	$ 1,000.00	$ 1,935.00
			TOTALS	$ 888,437.50	$ 1,707,847.00

*Costs listed are for Phase I. Total cost of project is $2,483,000 with grant funds requested of $1,400,000.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

Request # 2001-01

Agency	Project	Request	Match	Recommendation
Assistive Technology Partnership (Comm. for the Blind and Visually Impaired; Vocational Rehabilita-tion	Workforce Investment Act Resource Centers	$25,000.00	$87,910.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

This project will integrate assistive technology solutions into the Workforce Development One Stop Resource Centers to increase awareness of the potential of assistive technology to enhance the employability and productivity of persons with disabilities in competitive employment. Assistive technology solutions available for demonstration will include devices and accessibility alternatives that provide access to information technology (information systems, applications, and websites). Demonstration equipment at the One Stop Resource Centers will be available to individuals with disabilities, employers, programmers, and developers, which include the general public as well as state agencies and universities.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Personnel Costs			$11,520		$11,520
Capital Expenditures (Hardware, software, etc.)	$25,000	$76,390			$101,390
Total	$25,000	$76,390	$11,520		$112,910

PROJECT SCORE

	Score	**Max.**
Section III: Goals and Objectives	16.3	20
Section IV: Scope and Projected Outcomes	12.3	15
Section V: Project Justification / Business Case	16.3	20
Section VI: Implementation	8.0	10
Section VII: Technical Impact	8.3	10
Section VIII: Risk Assessment	8.7	10
Section IX: Financial Analysis and Budget	14.3	15
TOTAL	**84.3**	**100**

REVIEWER COMMENTS

STRENGTHS

- Providing assistive technology that will ensure access to the services in the One Stop Resource Centers is an important project.
- Beneficiaries are well defined.
- Training will be provided for the staff.
- Commitment by VR and others is excellent.

WEAKNESSES

- The project should focus on the assistive technology that will provide access to the OSRCs' services and to e-government.
- The technology that will be provided is not specific to the goals of the OSRC and could be a difficulty. There should be more evidence of coordination with NCBVI, NCDHHI and Voc Rehab.
- Technology proposed will not provide optimum access to the services of the OSRCs for individuals with disabilities and therefore will not be demonstration of what assistive technology can provide for individuals with disabilities.
- There is no indication that the OSRC have agreed to participate. There is no real time line even for the Centers that are about to open.
- The assistive technology provided will not provide access to blind individuals, as Zoomtext requires some sight in order to use it. The software outlined runs on different platforms and some of it is more appropriate for K-12 environments than the employment world. Some of the software cannot be loaded on the same system as it will not operate together (e.g. Dragon and Zoomtext).

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Application Summary Sheet

Request # 2001-02

Agency	Project	Request	Match	Recommendation
State Fire Marshal and Nebraska Forest Service at the Univ. of Nebraska	All-Incident Reporting System	$69,956.00	$29,966.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

The State Fire Marshal and the Nebraska Forest Service at the University of Nebraska either direct or require emergency response organizations to report fire emergencies. Last year NITC funded a State Fire Marshal project to survey the feasibility of computerized reporting and the necessity of reporting to the State by local emergency response organizations. The statistics and analytical reports support the proposed project to assist in the purchase and training for incident reporting software. This project would provide funding support for purchasing vendor software for the emergency response organizations and provide them with sufficient training to submit these required reports per any time constraints.

Management of the project will be coordinated through a reimbursement program for those emergency response organizations to receive funding after purchasing vendor software for incident reporting. Additionally, the project will assist in the funding of training courses on the operation and implementation of the software at the local level. For those emergency response organizations that have already purchased vendor software, a retroactive reimbursement will be offered. Options will be provided for additional software program levels to be purchased which will assist the organizations with other necessary documentation that enhances the overall data collection and statistical analysis completed by State Agencies, such as records on personnel, training, apparatus, equipment, and budgeting issues.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Personnel Costs			17,560.00		17,560.00
Capital Expenditures (Hardware, software, etc.)	69,956.00				69,956.00
Supplies and Materials			2,000.00		2,000.00
Training			1,100.00		1,100.00
Travel			9,306.00		9,306.00
Total	69,956.00		29,966.00		99,922.00

PROJECT SCORE

	Score	**Max.**
Section III: Goals and Objectives	16.0	20
Section IV: Scope and Projected Outcomes	13.3	15
Section V: Project Justification / Business Case	16.0	20
Section VI: Implementation	7.3	10
Section VII: Technical Impact	7.7	10
Section VIII: Risk Assessment	7.7	10
Section IX: Financial Analysis and Budget	13.0	15
TOTAL	**81.0**	**100**

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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REVIEWER COMMENTS

STRENGTHS

- Good overall description of project. Good evidence of benefit to other entities.
- Moderately good narrative about other possible approaches. Documented statutory reference. Reasonable narrative about intangible benefit
- Stakeholder analysis is thorough.
- Hardware, software not particularly risky.
- Standardizing software/reporting is essential.

WEAKNESSES

- Dramatic increase in reported incidents may be somewhat optimistic
- Virtually no cost/benefit analysis based on hard numbers.
- Implementation info is extremely high-level.
- Security issues not addressed very thoroughly. Related to scalability, coordination among many sources of input not very thoroughly discussed.
- Not much commentary on implementation risk.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

Request # 2001-03

Agency	Project	Request	Match	Recommendation
Office of the Chief Information Officer	E-Government Architecture Study	$50,000	$15,000.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

The purpose of this project is to define the technical architecture for deploying e-government services in state government. A well-defined technical architecture will guide investments in the technical infrastructure that is essential to facilitate rapid and cost-effective implementation of e-government services.

Section 86-1506 (6) requires the Nebraska Information Technology Commission to adopt technical standards, guidelines and architectures upon recommendation by the Technical Panel. In August 2000, the Technical Panel created a work group to evaluate the adequacy of the state's technical infrastructure for e-government and make recommendations. The charter for the work group included the following goals:

1. Prepare a checklist of key foundational prerequisites for implementing e-government
2. Inventory capabilities of the state's foundation for e-government;
3. Assess capabilities of the state's foundation for e-government
4. Review and revise best practices for the electronic government architecture
5. Recommend policies, standards and guidelines for the electronic government architecture

The work group accomplished part of the first goal by developing a draft document on e-government architecture. (A copy is available at: http://www.nitc.state.ne.us/tp/workgroups/egovernment/index.htm.) The draft document identified principles, components, and guidelines for the presentation layer and enterprise services that together comprise two of the conceptual layers of the technical infrastructure for e-government. The workgroup was not able to develop guidelines for applications and data, which constitute the third layer.

The work group lacks the resources to complete the task assigned to it. This grant would enable the work group to retain a consulting firm to assist it. Finishing the inventory, assessment, and best practices and documenting standards and guidelines for the e-government architecture will provide the state with a benchmark for evaluating future progress.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Personnel Costs			10,000	5,000	15,000
Contractual Services	50,000	5,000		10,000	65,000
Total	50,000	5,000	10,000	15,000	80,000

PROJECT SCORE

	Score	**Max.**
Section III: Goals and Objectives	19.7	20
Section IV: Scope and Projected Outcomes	14.3	15
Section V: Project Justification / Business Case	18.7	20
Section VI: Implementation	9.7	10

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Section VII: Technical Impact	9.3	10
Section VIII: Risk Assessment	10.0	10
Section IX: Financial Analysis and Budget	14.3	15
TOTAL	**96.0**	**100**

REVIEWER COMMENTS

STRENGTHS

- Directly relates to state technical plan and emphasis on improving e-government.
- Well thought out. Clear and concise with realistic objectives and approaches.
- Beneficiaries and outcomes are well defined. Measurements and assessment methods well stated.
- This project is not technically difficult. The issue will be culture and a willingness of agencies to work together for the common good of all.
- Again the biggest risk is culture and willingness to change how we do things. This study will go a long way towards convincing agencies that proceeding with E-Government is realistic and achievable.
- As important as this study is I hope we don't short change ourselves. I for one would suggest spending even more if necessary. The benefits will surely out way the costs if we do this right.

WEAKNESSES

- No specific reference to NIS or other such initiatives already in progress.
- Open ended study of how to study. "Recommendation for on-going evaluation of the state's e-government architecture." Will there be a request for further funds to accomplish this?
- Tangible economic benefits are hypothetical.
- Doing nothing is the only alternative examined. They might have examined conducting the study using only state personnel, or only consultants with no state personnel.
- Who are the stakeholders?

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

Request # 2001-04

Agency	Project	Request	Match	Recommendation
Office of the Chief Information Officer	HIPAA Assessment and Strategy for State Government	$30,000.00	$10,000.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

In 1996 Congress enacted the Health Insurance Portability and Accountability Act (HIPAA). So far, two rules have been finalized. A final rule regarding security is expected soon. Other rules are still in progress. Below are the publication dates and compliance deadlines for three rules that demand immediate attention. Further information is available at http://aspe.os.dhhs.gov/admnsimp/.

Rule	Publication Date	Compliance
Transaction and Code Set	Final rule -- 8/17/2000	10/16/2002
Privacy	Final rule -- 12/28/2000	4/14/2003
Security	Notice of Proposed Rule -- 8/12/1998	TBA

There are both civil and criminal penalties for non-compliance. Criminal penalties range up to $250,000 and 10 years in prison for anyone obtaining or disclosing protected health information with the intent to sell, transfer or use it for commercial advantage, personal gain or malicious harm.

HIPAA represents a significant challenge for state government, because of legal liability, the complexity of the regulations, uncertainty about what entities are affected, cost of compliance, and the short timeframe for implementation. In general, HIPAA affects agencies that meet one or more of the following criteria:

- Do you bill for medical services?
- Do you pay for medical services?
- Do you generate, maintain, or use individually identifiable health information?
- Do you have information that is used for eligibility or enrollment in health-related programs?
- Are you a business partner of an entity that conducts any of these activities?

The complexity of the federal regulations and the potential liability to the state suggest the need for agencies to cooperate with each other and coordinate their efforts. Agencies must analyze the impact of HIPAA and decide on a course of action to achieve compliance.

The Department of Health and Human Services has conducted an initial self-assessment and is organizing a HIPAA project office to oversee its department-wide effort to achieve compliance with HIPAA requirements. Other state agencies have not begun a self-assessment and may not even be aware of HIPAA regulations.

This project will assist agencies in evaluating the impact of HIPAA regulations on their operations and technology systems and to prepare a course of action to achieve compliance.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Personnel Costs			10,000		10,000
Contractual Services	30,000				30.000
Total	30,000		10,000		40,000

PROJECT SCORE

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	Score	Max.
Section III: Goals and Objectives	19.0	20
Section IV: Scope and Projected Outcomes	14.3	15
Section V: Project Justification / Business Case	18.3	20
Section VI: Implementation	9.7	10
Section VII: Technical Impact	9.7	10
Section VIII: Risk Assessment	8.0	10
Section IX: Financial Analysis and Budget	12.3	15
TOTAL	**91.3**	**100**

REVIEWER COMMENTS

STRENGTHS

- Good intro and connection to the enterprise/collaborative nature of the project and mission.
- Goals and objectives are specific and clearly explained.
- Scope and projected outcomes contain specifics about products and how success will be measured.
- This is a project with significant justification for carrying it out and significant risk if it is not undertaken.
- Challenges are well defined.

WEAKNESSES

- Budget lacks detail.
- Key challenge is the time to do the self-assessment. The expert training proposed is a key ingredient.
- Question the validity of the time line and costs.
- Strategies on time and cost identified, but question if they will work.
- In kind match from the agencies may be very difficult to get with the budget cuts and NIS already taking agency resources.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

Request # 2001-05

Agency	Project	Request	Match	Recommendation
Office of the Chief Information Officer	Security Assessment	$46,800	$15,700.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

In January, the NITC adopted a set of security policies. The parent policy (Information Security Management Policy) provides guidance for establishing effective security programs. One requirement is to conduct regular security audits. The Network Security Policy states that "an audit of network security should be conducted annually.

The HIPAA (Health Insurance Portability and Accountability Act) proposed rule for Security and Electronic Signature Standards (45 CFR Part 142) imposes a comprehensive set of security requirements for "covered entities" that "electronically maintain or transmit any health information relating to an individual." The regulations pertaining to "Administrative Procedures to Guard Data Integrity, Confidentiality, and Availability" includes a requirement for "Security Testing." Given the breadth of HIPAA requirements and the potential penalties for violators, state government requires an independent evaluation of compliance efforts.

The purpose of this grant is to engage a qualified firm to conduct a security audit and security testing of the state's information technology infrastructure.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Personnel Costs			12,500		12,500
Contractual Services	46,800	3,200			50,000
Total	46,800	3,200	12,500		62,500

PROJECT SCORE

	Score	**Max.**
Section III: Goals and Objectives	17.7	20
Section IV: Scope and Projected Outcomes	12.3	15
Section V: Project Justification / Business Case	17.7	20
Section VI: Implementation	9.0	10
Section VII: Technical Impact	9.3	10
Section VIII: Risk Assessment	8.7	10
Section IX: Financial Analysis and Budget	13.0	15
TOTAL	**87.7**	**100**

REVIEWER COMMENTS

STRENGTHS

- Meets the comprehensive technology plan and describes how it furthers electronic government.
- An enterprise approach for this type of project is probably the most appropriate way to handle a security review.

- The timeline is fairly aggressive, however, I believe this is strength.

WEAKNESSES

- Identifying the weaknesses in security is only one step. The report needs to be sure that it provides remedies on correcting the problems.
- I am concerned about the statement that for the dollars available it will be difficult to achieve all of the objectives of the study. Are the dollars being requested too low or are the objectives too high? Which one should be adjusted?
- Expected outcome should have more detail concerning the report.
- The number of servers/systems that will be scanned will determine the cost of the project. More detail on the number of servers is needed to determine if this cost is appropriate.
- An additional outcome should be the review by the auditor with each agency of the results and possible remedies. Another assessment may be an evaluation of the results by the CIO's office AND each of the agencies audited.
- This needs to be mandatory for agencies. Their cooperation should be in developing the RFP statement of work.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

Request # 2001-06

Agency	Project	Request	Match	Recommendation
Department of Natural Resources (Multiple Agencies)	Creating a Common Framework for Integrating Surface Water Data	$25,000.00	$18,200.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

This project is part of a larger collaborative effort to develop a standardized, statewide, surface water features database (map), to facilitate the collection and integration of data and public policies of multiple state, local, and federal agencies that make or implement public policies related to Nebraska's surface water. Specifically, this project will develop a digital, (1:24,000-scale) geospatial database (map), with associated attributes, for the surface water features in the Lower Elkhorn Watershed in eastern Nebraska (all or parts of these counties: Burt, Dodge, Stanton, Washington, Platte Sarpy, Saunders Thurston, Cuming, Madison, Wayne Colfax, and Douglas). This geospatial database will be based on a National Hydrography Dataset (NHD) model, which has been endorsed by the Nebraska GIS Steering Committee and which was specifically designed to provide a common reference, surface water database to facilitate multipurpose use and inter-agency collaboration.

The project will convert existing paper maps to digital geospatial format, update the stream locations from these 1950-60s vintage paper maps based on modern aerial photography, and provide standardized database identifiers for all surface water features. The project will facilitate the collaborative use of modern information technology, such as geographic information systems (GIS), in the important public policy area of surface water by developing a standardized database for this one geographic area. The project will make information more accessible to the general public by facilitating the use of information technology tools, such as GIS, to graphically display the implications of public policies and issues related to surface water. The project is a collaborative effort undertaken by the Department of Natural Resources, the Conservation and Survey Division of the University of Nebraska, the Department of Environmental Quality, the Department of Roads, and the Lower Elkhorn Natural Resources District.

This project is a response to the Nebraska GIS Steering Committee decision to prioritize the development a standardized, statewide hydrographic dataset. Work has already been completed in the Logan Creek watershed and is about to begin in the Salt Creek Watershed. As part of a larger effort to pool the resources from multiple agencies and thereby enable the statewide development this database, this grant funding would also be used to provide a match for federal funding that will be used to complete other basins.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Personnel Costs	$2,000		$15,800		$17,800
Capital Expenditures (Hardware, software, etc.)	$ 4,000 hdwr $ 5,000 sftwr			$5,000 Roads	$14,000
Contractual Services	$12,000 othr		$1,000	$3,000 - LENRD $5,000 - NDEQ	$21,000
Supplies and Materials			$ 1,400		$1,400
Training	$2,000				$2,000
Total	$25,000		$18,200	$13,000	$56,200

PROJECT SCORE

	Score	Max.
Section III: Goals and Objectives	18.7	20

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Section IV: Scope and Projected Outcomes	14.7	15
Section V: Project Justification / Business Case	18.3	20
Section VI: Implementation	9.3	10
Section VII: Technical Impact	8.7	10
Section VIII: Risk Assessment	9.7	10
Section IX: Financial Analysis and Budget	13.7	15
TOTAL	**93.0**	**100**

REVIEWER COMMENTS

STRENGTHS

- Multi-agency and integration of state system with federal system.
- Following existing standards and formats.
- The project makes excellent use of collaboration among a number of state agencies. It responds especially well to the State Government Council's goal of implementing electronic government.
- The listing of beneficiaries, expected outcomes, and measurement methods are excellent.
- The evaluation of other potential solutions was well-detailed and complete. The intangible benefits include the suggestion of a precedent or statewide standard for future hydrographic databases--a desired outcome.
- The implementation plan is complete and well thought-out.
- Risk assessment was very complete and detailed--an excellent analysis.

WEAKNESSES

- DNR listed as responsible for on-going costs, but no statement as to how those specific costs would be covered by DNR.
- Hardware and software of initial system well defined, but no accommodation for increased LAN infrastructure and bandwidth as public begins to access system.
- The proposal does explain how the grant will benefit the Lower Elkhorn Watershed and its utilization as a Federal match for other hydrographic databases but does not explain how much more state money may be required to complete the entire statewide database.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

Request # 2001-07

Agency	Project	Request	Match	Recommendation
IMServices (Multiple Agencies)	Information Technology Support Tools Project	$105,000.00	$37,000.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

The project to implement an IT Support Tools System is a joint project with the Department of Correctional Services, the Department of Labor's Workforce Development group, Health and Human Services Systems, Worker's Compensation Court, and DAS Information Management Services. These agencies are working together to replace and upgrade aging technical support software. The project also provides some of the agencies with new, needed software function. The system will include problem management (help desk), hardware/software management (technology assets tracking), change management, and knowledge bases. We anticipate that the selected product could become an enterprise-standard software because it offers current technologies, improved efficiency and effectiveness in overall technical support, and will benefit agencies with better communication, exchange of support data, and cost-effectiveness.

A number of agencies use some type of formal help-desk software. In addition, some agencies have adopted automated methods of tracking technology assets. The agencies recognize the need to link these two sources of information to each other and to the change management process and any available knowledge bases. The project aims towards this goal and would fulfill the immediate needs of several state agencies. In addition, we anticipate that in the future as agencies seek to replace their current software, a well-planned, solid enterprise-wide solution would be in place.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Personnel Costs			5,000		5,000
Capital Expenditures (Hardware, software, etc.)					
- Servers		30,000			
- Software, licensing	100,000				
- Maintenance	5,000				135,000
Training			2,000		2,000
Total	$105,000	$30,000	$7,000		$142,000

PROJECT SCORE

	Score	**Max.**
Section III: Goals and Objectives	18.0	20
Section IV: Scope and Projected Outcomes	13.3	15
Section V: Project Justification / Business Case	17.3	20
Section VI: Implementation	8.3	10
Section VII: Technical Impact	8.7	10
Section VIII: Risk Assessment	8.3	10
Section IX: Financial Analysis and Budget	12.3	15
TOTAL	**86.3**	**100**

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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REVIEWER COMMENTS

STRENGTHS

- I agree with what they are proposing, but just not clear on the details.
- If the project succeeds the outcomes will be significant. I am still confused as to whether this is an ERP type of solution, a smaller system focus or a help desk focus. I find myself having to re-read the document several times
- The business case for similar IT support tools is clear. Key, in my view, is the commitment of senior leadership. Another question is why limit this to just a few agencies?
- The risks that were identified are real. I think they should use the commitment to NIS to leverage the need for this project

WEAKNESSES

- Seems a bit optimistic judging from previous meetings concerning this effort.
- One of the biggest risks in my estimation is that the agencies participating will either not agree on the software requirements or that the requirements will be so broad that a solution will not be easily implemented.
- It seems to me that the participating agencies (especially the large ones could generate more cash to support the project. I am also concerned about annual support costs as $5,000 seems a little low for a $100,000 product. I would expect it to be more.
- Server costs seem low and I would rather see more allocated to that component. Training costs are also low.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

Request # 2001-08

Agency	Project	Request	Match	Recommendation
IMServices	Enterprise E-Government Security Software	$151,000.00	(See Funding Summary)	

SUMMARY OF REQUEST (Applicant's Executive Summary)

In January, 2000, the Nebraska Information Technology Commission (NITC) adopted the first statewide E-government Strategic Plan, which was later endorsed by the Governor. This plan outlined four priorities to help guide the effort. Two of the items deemed critical to the success of the E-government Strategic Plan were Security and Technical Infrastructure. This project is an Enterprise approach to address those two items. It will implement a technical infrastructure that will aid in keeping the State's data secure, reduce redundant software purchases between Agencies, and provide a technical starting point for allowing Agencies to easily share data.

This enterprise approach would allow for all collaborating Agencies, Boards, and Commissions to have a central point where their users' computer accesses could be added, maintained, and deleted through the use of integrated computer security software. This project would purchase, implement, administer, and train State staff in the use of this Enterprise Computer Security Software. A central staff would administer this software, and would act as a resource for those Agencies, Boards, and Commissions that chose to use the software to maintain their users' computer access records. It would also be possible for this administration staff to maintain the computer accessibility records of Agencies, Boards, and Commissions that do not have the staff or resources to do so. In this way, the State's staff and resources would be leveraged to improve services, as well as increase efficiency and effectiveness of the State's operations.

This project would also provide software to assist in Enterprise directory management, security rules management, authentication, and intrusion detection in the State's networks. This software would utilize an Enterprise approach to address the seven policies of the NITC's Security Architecture work group. Addressing these policies will also help enable the State of Nebraska to comply with the Health Insurance Portability and Accountability Act (HIPAA).

The Enterprise Computer Security software would be used to manage computer logon accessibility and authentication, and other security concerns for the State's computer systems. The computer systems would include the Internet and Intranet systems, all aspects of the State's Enterprise server (i.e., CICS, VM, TSO, and other sub-systems), the State's AS/400 computers and networks, and PC LAN/WAN accesses and security for any Agency, Board, or Commission wishing to participate.

This software could be purchased and implemented at one time, or it could be purchased and implemented in phases. Anticipated costs for both approaches are included in this grant.

FUNDING SUMMARY

NOTE: There are 2 approaches used on this grant. The first approach is for purchase and implementation in one phase, with a 2-year maintenance and support agreement. The second approach is for a multi-phased approach over 2.5 years, with an additional 6-month maintenance and support agreement. See the grant application for more detail on the funding

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Personnel Costs			$1,587,000		
Capital Expenditures (Hardware, software, etc.)	$1,200,000				
Contractual Services	$275,000				
Total	$1,475,000		$1,587,000		$3,062,000

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

PROJECT SCORE

	Score	Max.
Section III: Goals and Objectives	18.7	20
Section IV: Scope and Projected Outcomes	13.0	15
Section V: Project Justification / Business Case	18.0	20
Section VI: Implementation	9.0	10
Section VII: Technical Impact	9.0	10
Section VIII: Risk Assessment	8.0	10
Section IX: Financial Analysis and Budget	11.3	15
TOTAL	**87.0**	**100**

REVIEWER COMMENTS

STRENGTHS

- Extensive information on how this will be implemented.
- Enterprise Goals are consistent with the State's E-government strategy.
- This Project is of potential benefit to nearly all state agencies
- Potential benefit is much greater than the cost
- Looks to be a well thought out implementation plan

WEAKNESSES

- Not a clear definition of the alternative solutions or what happens if we do nothing
- Cost is high, and benefits somewhat difficult to quantify

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

Request # 2001-09

Agency	Project	Request	Match	Recommendation
IMServices	Enterprise Security Awareness Training Grant	$36,620.00	$57,000.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

In January, 2000, the Nebraska Information Technology Commission (NITC) adopted the first statewide E-government Strategic Plan, which was later endorsed by the Governor. It was stated in this document that security was a priority of the State at an Enterprise level. The NITC Security Architecture Workgroup developed 7 policies, one of which addresses Education, Training, and Awareness. It is stated in this policy that all State employees and other State agents need to be aware of their responsibility towards Security.

The Federal Government is also beginning to mandate certain security steps be taken before states and other organizations can use certain data. The Health Insurance Portability and Accountability Act (HIPAA) has issued five rules. The State of Nebraska has until February, 2003, to comply with the Security and Privacy Rule. Although this seems far into the future, the items listed in this rule will take time to implement.

Funding is needed for a Security Awareness training program to occur at an Enterprise level. Some initial plans are being developed for the initial Rollout of this program. This grant will fund some initial training and will provide a Security Consultant to assist the Security Officers as they attempt to understand Security in their Agencies, Boards, and Commissions.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Personnel Costs	$30,770		$57,000		
Supplies and Materials	$5,850				
Total	$36,620		$57,000		$93,620
		❶	❷		❸

PROJECT SCORE

	Score	**Max.**
Section III: Goals and Objectives	17.7	20
Section IV: Scope and Projected Outcomes	13.7	15
Section V: Project Justification / Business Case	17.3	20
Section VI: Implementation	8.0	10
Section VII: Technical Impact	9.0	10
Section VIII: Risk Assessment	8.0	10
Section IX: Financial Analysis and Budget	13.7	15
TOTAL	**87.3**	**100**

REVIEWER COMMENTS

STRENGTHS

- Project meets E-government strategy and does a good job of describing the goals and objectives of the project.
- Project proposal does and excellent job describing specific outcomes.
- Seems reasonable for security training costs.

WEAKNESSES

- I think agency security personnel should be involved in defining security training needs and this is not noted in the application.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

Request # 2001-10

Agency	Project	Request	Match	Recommendation
IMServices (Multiple Agencies)	Lotus Notes Interagency Collaboration Education Project	$1,000.00	$935.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

The Lotus Notes Interagency Collaboration Work Group, sponsored by the State Government Council, seeks a grant for the purpose of promoting knowledge about Lotus Notes and similar methods for interagency collaboration. The goal is to better educate participating agencies about current state technologies and promote the use of Lotus Notes and other advance methods for interagency collaboration solutions.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Personnel Costs			600		600
Contractual Services	500				500
Supplies and Materials	500		335		885
Total	1000		935		1935

PROJECT SCORE

	Score	**Max.**
Section III: Goals and Objectives	7.3	20
Section IV: Scope and Projected Outcomes	8.3	15
Section V: Project Justification / Business Case	11.7	20
Section VI: Implementation	6.3	10
Section VII: Technical Impact	7.0	10
Section VIII: Risk Assessment	7.7	10
Section IX: Financial Analysis and Budget	11.3	15
TOTAL	**59.7**	**100**

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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REVIEWER COMMENTS

STRENGTHS

- Costs appear reasonable.

WEAKNESSES

- Although seeking a modest budget, the proposal failed to detail the specific goals and objectives to be accomplished.
- Tangible and intangible benefits were referred to in very general terms. It was difficult to get a sense of the actual benefits that would be delivered.
- It is not clear what events are planned, who the audience is, or what is hoped to be accomplished.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

Request # 2001-11

Agency	Project	Request	Match	Recommendation
IMServices and Workers' Compensation Court	Enterprise Content Management Study	$100,000.00	$35,000.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

The Enterprise Content Management Project is a two-phase undertaking to address the methodology of systematically organizing the State's electronic information resources so that the resources can be managed, secured, and made available as required. Conceptually, the need for enterprise content management combines interagency business knowledge, policies, information content, work processes, and technology with an overlying architecture that can deliver the content via a flexible, adaptive, portal-based service accessed with a single sign-on.

During phase one, collaborating agencies will investigate the needs of the different sectors of government for information resources management. Agencies have begun work with the Secretary of State in this effort. They also will research and analyze enterprise-wide solutions to determine a course of action. The Court Administrator's Office is looking at content management as a potential solution for their case management system. During phase two, a process will be implemented to begin the transition to an enterprise-wide solution. It will provide a working production model and a set of best practices.

The issue of managing electronic content or informational resources, is that as more and more state documents are stored electronically rather than in traditional filing cabinets, it is necessary to rethink the process and adjust how we manage records and data. Moving from the physical and cumbersome limitations of paper-based business methods to the potential of unlimited and instant access in the computerized and networked world makes it a requirement to adjust policy and practice.

In addition, the large investment in a diversity of automation and storage solutions in state government has created the need to offer a common portal to all information and insure a sound method of maintaining, securing, and preserving it. A Gartner, Inc. study confirms that, because of funding methods and political boundaries, much of government has responded to e-business initiatives with "individual agency silos" which can disrupt efforts for information, application, and infrastructure reuse.

Additionally, the Internet has changed the expectations in the business place, including state government business. Today citizens, businesses, and employees demand that information in all forms will be there at their fingertips and will be accessed easily and efficiently.

The technology to deliver better service in information resource management has been developing quickly and a number of companies are promoting different methodologies to implement it. The collaborating agencies will analyze what is available and determine a solution which best meets the identified needs and will begin the process required to implement it.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Personnel Costs					30,000
Phase 1	0	0	5,000		
Phase 2	0	0	25,000		
Capital Expenditures (Hardware, software, etc.)					55,000
Phase 1	0	0	0		

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Phase 2	50,000	0	5,000		
Contractual Services					50,000
Phase 1	50,000	0	0		
Phase 2	0	0	0		
Total	100,000		35,000		135,000

PROJECT SCORE

	Score	Max.
Section III: Goals and Objectives	18.3	20
Section IV: Scope and Projected Outcomes	13.7	15
Section V: Project Justification / Business Case	18.3	20
Section VI: Implementation	7.0	10
Section VII: Technical Impact	8.3	10
Section VIII: Risk Assessment	7.7	10
Section IX: Financial Analysis and Budget	12.7	15
TOTAL	**86.0**	**100**

REVIEWER COMMENTS

STRENGTHS

- I like the notion of the two-phased approach.
- I believe the benefits will more than outweigh the costs. This is a good project

WEAKNESSES

- I do have a worry with this statement "After the completion of the first phase, it will be necessary to involve top administration to review the feasibility of the proposal and whether it successfully addresses the enterprise-wide needs of state government."
- Still concerned about the apparent lack of senior level support.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Request # 2001-12

Agency	Project	Request	Match	Recommendation
IMServices (Multiple Agencies)	Automated Legislative Bill Tracking	$20,000.00	$6,700.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

Workers' Compensation Court, Health and Human Services, and the Department of Administrative Services' divisions currently use a 'legislative bill' tracking application that requires manual entry of bill information. The application allows Lotus Notes users to enter information about legislative bills of specific interest to their agency along with their working notes. State agencies need to handle large subsets of bills and bill data during each session while coordinating efforts and maintaining working notes.

These agencies, along with the Department of Roads, have joined in a collaborative project to plan enhancements to the application and provide it with automation. The objective of this project is to analyze the requirements to automate much of the data entry and then implement a solution to offer the best return on investment. Coordination with the Clerk of Legislature's office is necessary for data access. At a minimum, the application would access the 'one-liner' file to retrieve pertinent bill information. A more sophisticated solution would emulate some of the functions of the previous mainframe system known as NLSIS. It would update the user's tracking file with the most current bill status information from a read-access to the Legislature's database. In addition, it would link to relevant web sites such as the Unicameral home page.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Personnel Costs	20,000		6,700		26,700
Total	20,000		6,700		26,700

PROJECT SCORE

	Score	**Max.**
Section III: Goals and Objectives	16.3	20
Section IV: Scope and Projected Outcomes	12.3	15
Section V: Project Justification / Business Case	16.3	20
Section VI: Implementation	7.7	10
Section VII: Technical Impact	8.7	10
Section VIII: Risk Assessment	7.3	10
Section IX: Financial Analysis and Budget	11.0	15
TOTAL	**79.7**	**100**

REVIEWER COMMENTS

STRENGTHS

- This project has a strong collaborative component with apparent buy in from some very major players.

- The possibility of automating bill tracking for various agencies appears very promising. The suggested ideas for enhancements to the process are right on target.
- The technical description of the project seems reasonable.

WEAKNESSES

- An estimate is given of 85 hours of analysis work, but no estimate is given of the time needed to do the development work.
- I am bothered that this project does not have buy-in from the one entity that holds the show stopping card. If the Legislature says no, does the grant money come back?
- The estimate of 85 hours for the analysis phase seems high. I would think that agencies already know the content or critical elements of bill tracking.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

Request # 2001-13

Agency	Project	Request	Match	Recommendation
Nebraska Arts Council	Continuation of E-granting conversion project	$40,000.00	$14,000.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

The Nebraska Arts Council is requesting funds to continue the conversion of its grant application and review process to an **e-granting system**. Converting the agency's grants system to e-granting will eventually allow the agency to manage the entire application and review process electronically. This would drastically simplify the application process for nonprofit organizations requesting grant funds, and would allow the agency to re-allocate staff resources to other agency priorities. The NAC will work with schools, libraries, and higher education institutions to ensure Internet access for all applicants.

Background:

The NAC annually processes between 400 and 500 grant applications, submitted by schools, churches, and nonprofit organizations across the state. The applications go through a review process that includes an evaluation of the proposal by either a private citizen who has volunteered to be a grant reviewer, or by a panel of citizens who assemble at a public meeting to review grants. Currently, applicants submit from three to 18 hard copies of the application and attachments; this requires considerable time to assemble their grant application packets, and often represents a considerable investment for copying and mailing.

NAC staff must enter application information into the grants management database, collate the grants into books for panel reviews, and send the applications to panelists two to three weeks prior to the public grant panel review meeting. Panelists receive boxes containing up to 35 grant applications to read and assess, and must bring all the applications to the panel meeting in Omaha.

During 2000-01, the NAC worked with the State of Nebraska's Information Management Services in developing a pilot project to put one of its most-used grant applications online. This application should be available online by the first of January, with four other applications online shortly thereafter. During 2001-02 the NAC will also work with a vendor to develop on-line final reporting forms. By 2004 the agency will have in place a system for receiving applications with digital signatures.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Personnel Costs			$14,000		$14,000
Capital Expenditures (Hardware, software, etc.)	$5,000				$5,000
Contractual Services	$35,000				$35,000
Total	$40,000		$14,000		$54,000

PROJECT SCORE

	Score	Max.
Section III: Goals and Objectives	17.0	20
Section IV: Scope and Projected Outcomes	12.3	15
Section V: Project Justification / Business Case	16.3	20
Section VI: Implementation	9.0	10
Section VII: Technical Impact	7.3	10
Section VIII: Risk Assessment	3.7	10

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Section IX: Financial Analysis and Budget	13.3	15
TOTAL	**79.0**	**100**

REVIEWER COMMENTS

STRENGTHS

- Scope and outcome seem manageable and well laid out.
- Project justification and business case is well laid out.
- Emphasis on working with customers (grant applicants) is good

WEAKNESSES

- Would like to see a little more detail before I am entirely comfortable with projected costs.
- It is not clear how much work was accomplished with the original NITC grant and why the NAC plans to buy a completely different e-granting system rather than building on the original pilot project.
- It is not clear how many grant programs will be automated, if this project is approved.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

Request # 2001-14

Agency	Project	Request	Match	Recommendation
State Patrol	Mobile Data Computer (MDC) Project and Remote Terminal Server (RTS) Project	$53,227.00	$100,000.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

The State Patrol is requesting $49,927 in grant funds to improve public safety by increasing the efficiency and effectiveness of approximately 150 Nebraska State Patrol officers and to further the Agency's technological goals and objectives. This application focuses on two areas of business process improvement. The first project is referred to as the MDC (Mobile Data Computer) Project. The objective of the MDC Project is to increase the amount of information provided to four (4) Headquarters Troop traffic officers by installing mobile data computers and 800 MHz radios in their marked patrol vehicles. The MDCs will have connectivity to the City of Lincoln's 800 MHz trunked radio system which allows them wireless, high speed connectivity to the Nebraska State Patrol Switcher. The Switcher is the device that allows access to all Federal and state databases. The project will provide the officers with the tools necessary to access these law enforcement data systems directly. Currently, officers often wait in que for dispatcher response. The goal of this project is to improve the efficiency and effectiveness of four Nebraska State Patrol troopers. This directive will enhance a pilot project consisting of one officer utilizing the MDC system in cooperation with the City of Lincoln. This project will require the purchase of laptops, computers, wireless network infrastructure hardware, software and licensing. The City of Lincoln is providing the 800 Mhz radios to the Nebraska State Patrol.

The second project is referred to as the RTS (Remote Terminal Server) Project. The goal of the RTS project is to increase the efficiency and effectiveness of approximately 150 Nebraska State Patrol officers using dial up connections to the agency's network. The objective is to decrease the amount of time officers spend completing on-line reports (some extremely lengthy) due to slow dial up infrastructures. The solution proposed is to implement a Microsoft Terminal Server system that will allow the officers to fill out their reports over the low cost dial up lines at an increased speed. This solution will require a server, security appliances, network infrastructure hardware, software and licensing.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Capital Expenditures (Hardware, software, etc.)	$49,527.00			$100,000.00	$149,527.00
Telecommunications	$3,300.00				$3,300.00
Other costs	$400.00				$400.00
Total	$53,227.00			$100,000.00	$153,227.00

PROJECT SCORE

	Score	**Max.**
Section III: Goals and Objectives	16.3	20
Section IV: Scope and Projected Outcomes	12.0	15
Section V: Project Justification / Business Case	18.3	20
Section VI: Implementation	7.7	10
Section VII: Technical Impact	8.3	10
Section VIII: Risk Assessment	8.3	10

Section IX: Financial Analysis and Budget	11.7	15
TOTAL	**82.7**	**100**

REVIEWER COMMENTS

STRENGTHS

- Clearly shows how the projects (there are two distinct projects in this request) relate to the Patrol Tech Plan.
- The MDC project appears to increase officer efficiency and the RTS project appears to increase efficiency at other locations.
- MDC is a joint project involving not only State Government but also the City of Lincoln. The City has been doing MDC for some time and implementation should not be an issue.
- It is clear that these projects would increase the efficiency of the State Patrol operations.

WEAKNESS

- All information appears to be based on testimonials and stories. Measurements of project outcomes will also be measured by testimonials. It would appear that a clearer measurement would be the number of inquiries, reports filed, etc. In order to evaluate the MDC project we believe a much tighter scope and list of outcomes should be set.
- The RTS project does not contain a description of the hardware, software or communications required for this system that can be evaluated. An "enterprise-class" server does not adequately allow for a technical assessment of the hardware. At one point the application refers to "wireless network infrastructure" related to RTS. I am not sure what the technical aspects are.
- The financials are very weak. It appears that there is a grant request for $100,000 that will be used as a match. However, the projects clearly state (under the implementation portion of the app) that a grant application was submitted in March 2001 for a COPS grant that has not been received and notifications should be made in early fall. It is impossible to determine whether there are matching funds for each project or they were submitted together so that the $100,000 would more than match both projects. These should have been submitted as two separate projects since they are not inter-dependent.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

Request # 2001-15

Agency	Project	Request	Match	Recommendation
Commission for the Blind and Visually Impaired	Accessible E-Government	$26,900.00	$10,487.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

This project will allow the Commission for the Blind and Visually Impaired (NCBVI) to complete the network infrastructure needed to facilitate more effective methods of information storage and processing. The project will involve setting up local area networks in each of NCBVI's six offices across the state. This will allow each office to have centralized, secure data storage as well as share resources such as printers and high speed Internet connections, paving the way for a wide area network over which all Commission staff can share data from a comprehensive case management system. It will allow Commission staff to readily access state and federal E-Government services available via the Internet, thus enhancing opportunities for high quality employment outcomes for blind and visually impaired persons receiving services from the Commission. This project will have an emphasis on training clients as well as staff to take advantage of E-Government services available from other government entities. This will also involve training to use Internet resources from outside of our offices, which is of particular importance in rural areas of the State where it is not feasible to have clients come to our office for service and training. The project will greatly improve the efficiency of NCBVI's service delivery system by establishing staff access to client and fiscal data statewide, eliminating parallel duplicative information management systems in the six offices, and facilitating collaboration with all other Nebraska state entities operating via electronic, on-line systems.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Personnel Costs			4,179		4,179
Capital Expenditures (Hardware, software, etc.)	18,000		2,268		20,268
Contractual Services	8,900		4,040		12,940
Total	26,900		10,487		37,387

PROJECT SCORE

	Score	**Max.**
Section III: Goals and Objectives	16.3	20
Section IV: Scope and Projected Outcomes	13.0	15
Section V: Project Justification / Business Case	16.3	20
Section VI: Implementation	7.0	10
Section VII: Technical Impact	7.7	10
Section VIII: Risk Assessment	8.0	10
Section IX: Financial Analysis and Budget	12.0	15
TOTAL	**80.3**	**100**

REVIEWER COMMENTS

STRENGTHS

- Goals and objectives are clearly stated and would serve to further the implementation of e-government.
- Beneficiaries and their needs are clearly provided. Expected outcomes are also clear and assessment procedures will verify project outcomes.
- Project justification and business case were well and comprehensively presented. The implementation plan is comprehensive. Risks and strategies were well presented. Budget is well-defined and looks to be reasonable for the project.

WEAKNESSES

- Needed to identify cost/benefit beyond the federal match this would make available, for example dollar savings in staff time, reductions in other costs, etc.
- Little discussion of stakeholder acceptance, little specific identification of training and support planning

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

Request # 2001-16

Agency	Project	Request	Match	Recommendation
HHSS and IMServices	Employee Training Record System	$15,000.00	$5,000.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

HHSS maintains employee-training records for the purpose of assuring participation in required sessions. These records are used to satisfy accreditation of facility services and/or specific professional licensing boards for employees needing to maintain a professional license/certification/competency. This proposal is for a single agency-wide tracking system that will meet this need and interface with employee records housed in the Nebraska Information System in the future. Currently, HHSS tracks employee training records using two mainframe applications and one stand-alone PC database. In the absence of a single database, generating uniform and consistent information for system-wide reporting or analysis is not feasible.

The application is Lotus Notes-based and electronic workflow and web accessibility is part of the design plan. Once completed, IMServices and other state agencies using Lotus Notes for e-mail could adopt the system.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Personnel Costs			2,000		2,000
Contractual Services	15,000	1,500			16,500
Training			1,500		1,500
Total	15,000	1,500	3,500		20,000

PROJECT SCORE

	Score	**Max.**
Section III: Goals and Objectives	17.0	20
Section IV: Scope and Projected Outcomes	11.7	15
Section V: Project Justification / Business Case	15.7	20
Section VI: Implementation	7.7	10
Section VII: Technical Impact	8.0	10
Section VIII: Risk Assessment	7.7	10
Section IX: Financial Analysis and Budget	12.3	15
TOTAL	**80.0**	**100**

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

REVIEWER COMMENTS

WEAKNESSES

- Was a non-Lotus Notes database program considered? If an off-the-shelf Lotus Notes product cost more than a custom application, is Lotus Notes really a good investment for the State of Nebraska? A stronger business case could have been made.
- Training and staff development requirements are not detailed. Good narrative description but no financial estimates included in cost benefit section.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

Request # 2001-17

Agency	Project	Request	Match	Recommendation
UNL – Conservation and Survey Division	Creating Digital Access and Archiving of the Conservation and Survey Division Aerial Photography Collection	$57,200.00	$40,300.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

The Conservation and Survey Division (CSD), University of Nebraska-Lincoln, houses a large and valuable collection of tens of thousands of aerial photographs. The majority of these 9"x9" photographs were taken between the 1930s and 1970s. The aerial photography collection is a critical and widely used resource for natural resource planners, land managers, educators and the general public. In addition, many of the land areas have multiple images spanning different time periods. The spatial and temporal aspects of the aerial photography make for a unique and historically significant collection. This project has been identified as a high priority by the CSD administration.

Currently, the collection only exists as hardcopy photographs. The only availability to our clientele is to physically visit our office. When photographs are requested, our only option is to have high quality copies made from the UNL Printing and Duplicating office. The cost of duplication is significant and adds to the handling and wear of the original photography. Due to the age and heavy use of these photographs, a significant portion of the aerial photography collection is rapidly deteriorating. In order to preserve the collection for future users, it is necessary to digitally archive the collection as soon as possible.

In June 2000, we were fortunate to receive an initial $32,300 grant from the NITC for this project. These funds allowed us to purchase the necessary equipment and to scan and store approximately 22,000 aerial photographs. Since that time, it has become clear that we have many more aerial photographs than originally thought. In addition, we have come across a significant number of photographs that need cleaning prior to scanning. Several years/decades ago these photographs were marked on with grease pencils by the public and/or researchers. As a result, we have had to devote extensive efforts to clean these prior to scanning.

At the time of this writing, there was approximately $1,500 left in this original grant. Clearly, this will not be enough to finish this project. Therefore, with the funds requested in this application, as well as the funds recently received from the Nebraska State Records Board, we hope to complete this important project.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match (1)	In-Kind Match (2)	Other Funding Sources	Total (3)
Personnel Costs	$ 52,000.00		$ 13,000.00	$25,000.00 $32,300.00	$ 122,300.00
Capital Expenditures (Hardware, software, etc.)	$ 4,200.00		$ 300.00		$ 4,500.00
Supplies and Materials	$ 1,000.00		$ 1,000.00		$ 2,000.00
Training			$ 1,000.00		$ 1,000.00
Total	**$ 57,200.0**		**$ 15,300.0**	**$ 57,300.0**	**$ 129,800.00**

PROJECT SCORE

	Score	Max.
Section III: Goals and Objectives	18.0	20

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Section IV: Scope and Projected Outcomes	11.3	15
Section V: Project Justification / Business Case	16.3	20
Section VI: Implementation	8.3	10
Section VII: Technical Impact	8.0	10
Section VIII: Risk Assessment	3.7	10
Section IX: Financial Analysis and Budget	8.0	15
TOTAL	**73.7**	**100**

REVIEWER COMMENTS

STRENGTHS

- There is a strong relationship between the project and the agency's comprehensive technology plan. The goals and objectives are simple and accomplishable. The e-government component described would be advantageous for Nebraska's citizens and state agencies.
- The beneficiaries and outcomes are clearly defined.

WEAKNESSES

- One goal is to improve public access to the aerial photographs, but the objectives do not include the option of Internet access.
- Scope is not well defined. The original project greatly underestimated the amount of work to be done. The current project still does not quantify the amount of work to be done
- The application does not quantify the number of requests handled in a typical month and the time saved by staff from having 22,000 photographs in digital form.
- The application refers to the need for additional storage space, but does not explain how this will be addressed.
- Given the experience of digitizing 22,000 photographs, the budget explanation should be based on solid projections of remaining photographs and average time to clean and scan them.
- There is some risk in that the project, if funded, may not complete the digital scanning before the grant funds expire or are exhausted.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

Request # 2001-18

Agency	Project	Request	Match	Recommendation
Commission on the Status of Women	Hardware Upgrades and Software	$5512.50	$1837.50	

SUMMARY OF REQUEST (Applicant's Executive Summary)

As a result of technological upgrades, and with assistance & instruction from a database consultant the Commission staff will be more time and cost efficient in serving the women of Nebraska and thirty Commissioners across the state.

The essential goal is to purchase two computers to update the remaining two staff, who are still using Windows 95, Pentium 133 Mhz, with 16 MB RAM. An IMS specialist recently stated the two computers are at a high risk of "crashing". Additionally, they are unable to load an anti-virus software, and are unable to open most email attachments/files from other agencies. The CD-RW Drives will allow present computers a means of backing-up and sharing files.

With the acquisition of Adobe Acrobat 5.0 the staff webmaster could quickly convert documents, the Commission newsletter, forms, legislative information the Commission follows, and questionnaires to upload on the Commission website.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Capital Expenditures (Hardware, software, etc.) **2 IBM Computers**					
3 Color Inkjet Printers	**1800.00**		**600.00**		**2400.00**
2 External CD-RW Drives	**562.50**		**187.50**		**750.00**
Adobe Acrobat 5.0	**300.00**		**100.00**		**400.00**
	225.00		**75.00**		**300.00**
Contractual Services **(approx. 50 hrs @ $50/hr**	**1875.00**		**625.00**		**2500.00**
Telecommunications **"Campus Connection" cabling & set-up**	**375.00**		**125.00**		**500.00**
Other costs **Digital Camera**	**375.00**		**125.00**		**500.00**
Total	**$5512.00**		**$1837.50**		**$7350.00**

PROJECT SCORE

	Score	**Max.**
Section III: Goals and Objectives	11.0	20
Section IV: Scope and Projected Outcomes	9.7	15
Section V: Project Justification / Business Case	11.7	20
Section VI: Implementation	7.0	10
Section VII: Technical Impact	7.7	10
Section VIII: Risk Assessment	8.0	10
Section IX: Financial Analysis and Budget	12.7	15
TOTAL	**67.7**	**100**

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
Government Technology Collaboration Fund - 2001

Application Summary Sheet

REVIEWER COMMENTS

STRENGTHS

- This is a simple project and implementation should be fairly simple.
- Risks are minimal.

WEAKNESSES

- Too general. Not much evidence of benefit beyond agency itself. Is grant process designed to assist in technology updates in agencies?
- Seemingly most direct benefactors are within agency - more focused on current/replacement activities.
- Some general argument for upgrades, but not much in terms of cost/benefit or business case.
- Assumed that match should have been “Cash” not “In-Kind”

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
Government Technology Collaboration Fund - 2001

Application Summary Sheet

Request # 2001-19

Agency	Project	Request	Match	Recommendation
Dept. of Agriculture (Multiple Agencies)	Fee Collection Program	$9,900.00	$3,300.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

The Nebraska Department of Agriculture (NDA) has administered a joint fee collection program for different commodities since approximately 1976. By statute, collections are made quarterly by first purchasers, and monthly for grain put under loan through the United States Department of Agriculture (USDA) Farm Service Agency (FSA). At the time the program was started, the commodities were a budget program within the NDA. The Wheat Board became a separate agency and the other commodities followed suit. When the various commodities were legislated into law, the NDA set up a central fee collection program. The computer program set up was a federal Ag Statistics program. Form were delivered over to the Federal Building, where they were key punched and batch processing took place. In the mid 1980s, when NDA set up a central data processing unit at the NSOB, several programs, including the fee collection program was transferred over to NDA and converted to run on a Data Point midrange computer system. Later, the NDA upgraded to an IBM AS400 central processor, which we currently operate. The fee collection program was upgraded to an RPG program format, currently used. The system is currently batch processing fee forms received. The reporting has had minimal changes over the last 25 years. The program works, but is slow, inflexible and needs updated to meet current needs.

To meet current needs, the fee collection program needs several updates made to it. The NDA proposes to make the program an online application so forms are calculated and edit checks are done at time of data entry. A deposit listing would be generated daily to accurately distribute revenue to the correct cash fund, versus putting the fees in suspense account and transferring once or twice a week. Edit error listings and exception reports could be ran and printed as needed. The new system would have the ability to run online queries and generate reports that contain only information the user needs. Currently, the computer system is capable of generating hard coded report formats set up 20+ years ago.

Also, the application would be made e-government compliant. Elevators and other entities could report data online and make payments via an electronic fund transfer or via credit card. We do accept credit card payments currently, but this is a manual process. This would shorten the time frame in receipting funds. Contact has been made to the Nebraska Grain and Feed Association, whose members make up the largest percentage of entities of first purchasers that report data each quarter. Due to consolidation, the number of first purchasers has decreased, but the entities reporting are the larger corporation types that have branch and terminal locations throughout the state. For example, the list includes Conagra, Peavey, Cargill, Scoular, Farmland Co-op's, Bunge, DeBruce etc. These corporate-type entities are all computerized, with central reporting locations that have capabilities to utilize e-government. They have indicated an interest in utilizing electronic filings. Several have indicated they want to know more of the details or see examples. For the calendar quarter of July, August and September, 2001 the department has submitted a survey to all first purchasers in the state. The results will not be known until after November, 2001.

The attached proposal would rewrite the current batch processing program to an online system to make the collection process accessible via internet and make the program e-government compliant.

A summary of the dollar amounts collected for each fund is a follows:

Corn Board	$2,500,000
Grain Sorghum Board	225,000

Wheat Board	1,000,000
Ethanol EPIC fund	4,000,000

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	Total
Personnel Costs	$8,025	$2,675			$10,700
Contractual Services	$1,500	$500			$2,000
Supplies and Materials	$375	$125			$500
Total	**$9,900**	**$3,300**	**-0-**	**-0-**	**$13,200**

PROJECT SCORE

	Score	Max.
Section III: Goals and Objectives	17.7	20
Section IV: Scope and Projected Outcomes	13.0	15
Section V: Project Justification / Business Case	17.7	20
Section VI: Implementation	7.7	10
Section VII: Technical Impact	8.0	10
Section VIII: Risk Assessment	6.7	10
Section IX: Financial Analysis and Budget	12.7	15
TOTAL	**83.3**	**100**

REVIEWER COMMENTS

STRENGTHS

- Great project. Multi-agency alignment critical

WEAKNESSES

- It is not clear who the project sponsor is or what milestones have to be achieved to meet the goal of finishing an application by the end of this December.
- User authentication is not addressed.
- Risks include the short timeframe, getting agreement of the several commodity boards, and acceptance of businesses paying the fees. Strategies are needed for these and any other risks that pertain to the project.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
Government Technology Collaboration Fund - 2001

Application Summary Sheet

Request # 2001-20

Agency	Project	Request	Match	Recommendation
Library Commission	Value-Added Book Reviews: Any Time, Any Place	$8,322.00	$2774.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

Public and school libraries throughout Nebraska depend upon the Nebraska Library Commission to provide access to value-added reviews of books for young adults and children. Since 1993 the Commission has provided video recordings of oral reviews for 300 book titles twice a year. These reviews contain expertly chosen titles, presented in order to guarantee quality and usability for our nearly 280 public libraries and 600 school libraries. The reviews are broadcast over the state's videoconferencing system and then are made available via recorded videotape following the broadcast. Time required to watch all the tapes: approximately six hours.

Many people prefer the reviews as they are presently available, but an increasing number of libraries want the reviews to be made accessible in a greater variety of ways. Through a series of telephone interviews we have determined that the preferred alternative mode is via the Commission web site, an approach that will allow access any time, any place. It also allows direct access by specific book title, by author, by genre, and by reader age, among other categories. Through work and cooperation with staff of Nebraska Educational Telecommunications (NET), we have found a solution to providing this vital service. In essence each book review will present a digitized photo of the book's cover, and of one or more interior pages to show examples of illustrations and typeface; in addition the oral review by each reviewer will be presented via sound output.

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Contractual Services	8,322	2,774			11,096
Total	8,322	2,774			11,096

PROJECT SCORE

	Score	**Max.**
Section III: Goals and Objectives	18.3	20
Section IV: Scope and Projected Outcomes	13.0	15
Section V: Project Justification / Business Case	16.7	20
Section VI: Implementation	9.0	10
Section VII: Technical Impact	8.7	10
Section VIII: Risk Assessment	9.3	10
Section IX: Financial Analysis and Budget	13.3	15
TOTAL	**88.3**	**100**

REVIEWER COMMENTS

STRENGTHS

- Excellent stakeholder analysis.

WEAKNESSES

- No mention of potential increase in operational costs due to increased bandwidth demands as system increases in use. Who will cover those costs?
- One-time consultant project. What if it works and becomes popular? Will there be a follow-on request? On-going requirements were identified, but no funding source to cover them.
- No technical equipment costs or operational costs listed.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
Government Technology Collaboration Fund - 2001

Application Summary Sheet

Request # 2001-21

Agency	Project	Request	Match	Recommendation
Board of Parole	Criminal History Integration into Corrections Tracking System (CTS)	$12,000.00	$4,000.00	

SUMMARY OF REQUEST (Applicant's Executive Summary)

The Nebraska Board of Parole is requesting support of a grant from the Government Technology Collaboration Fund in its effort to integrate the Criminal History Assessment instrument (CHA) into the Corrections Tracking System (CTS).

The Board of Parole is proposing that the CTS be the data platform for the CHA. This project would effectively streamline the CHA process by eliminating duplication of data entry.

The following is a summary of the criteria used in implementing the Criminal History Assessment:

Nebraska Revised Statute 83-192, Subsection E (introduced in July, 1994 & implemented in July, 1996) required the implementation of an objective parole risk assessment criteria.

A Criminal History Assessment (CHA) study was developed to assist the members of the Parole Board in determining the risk factors involved when making decisions on whether to grant or deny parole at the time of an offender's initial parole review. This initial study was based upon research conducted by the National Council on Crime and Delinquency (NCDD).

It is the Board's written policy that a CHA be completed and included in each offender's file at such time the offender is eligible for parole consideration, and included in each offender's file prior to his/her initial appearance before the Board.

The CHA instrument is completed from information compiled from offender files, pre-sentence investigation reports, and rap sheets:

- Total number of convictions (broke down into categories of assault convictions, property convictions, traffic convictions, and any other convictions)
- Total number of prison sentences (prior and current incarcerations)
- Prior parole revocations (total number of prior and current revocations)
- Age at first criminal conviction
- Age at earliest parole eligibility date
- Alcohol abuse
- Drug use

A score is given for each category listed above. The scores for each category are added and totaled which then determines the level of risk involved in paroling a particular offender.

A post-release recidivism study is completed within 24 months of an offender's parole or discharge from prison to determine the percentage of new convictions received after an offender has been discharged from prison or while an offender is on parole status.

The CHA integration into the Department of Corrections' tracking system would eliminate duplication of data that is already maintained and obtainable in such database, i.e. offender's name, institutional number, FBI number, DOB, NE SID number, race, number of prior prison sentences, prior parole revocations & dates, etc.

NEBRASKA INFORMATION TECHNOLOGY COMMISSION
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Application Summary Sheet

FUNDING SUMMARY

	GTCF Grant Funding	Cash Match	In-Kind Match	Other Funding Sources	**Total**
Contractual Services	**$12,000**	**$4,000**			**$16,000**
Total	**$12,000**	**$4,000**			**$16,000**

PROJECT SCORE

	Score	**Max.**
Section III: Goals and Objectives	14.7	20
Section IV: Scope and Projected Outcomes	12.3	15
Section V: Project Justification / Business Case	15.3	20
Section VI: Implementation	8.0	10
Section VII: Technical Impact	8.3	10
Section VIII: Risk Assessment	7.7	10
Section IX: Financial Analysis and Budget	12.3	15
TOTAL	**78.7**	**100**

REVIEWER COMMENTS

STRENGTHS

- Clear indication of objectives.
- Improves internal operations; builds on CTS
- (Neutral comment) - Not an overly complex request.
- (Neutral comment) - Reliance on IMServices identified as largest risk - IMServices is the actual provider for efforts related to the grant.

WEAKNESSES

- Based only on IMServices estimate. Although some benefit to Parole, is the intent of the grant process to subsidize budget issues?