

Governor Johanns

State of Nebraska

E-Government to Business Initiative

Business Portal Action Plan

March 1, 2001

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Section 1 Introduction and Summary

VISION: The State of Nebraska will be open for business from any place and at any time through the use of e-government.

- **GOAL:** Anyone needing to do business with state government will be able to go to the state's web site, easily find the information or service they need, and if they desire, complete all appropriate transactions electronically.
- **GOAL:** State agencies will improve services and increase the efficiency and effectiveness of government operations through collaboration, communication, and data sharing between government agencies at all levels.
- **GOAL:** Agencies will examine internal operations to determine cost-effective e-government applications and solutions. The purpose of these efforts is to improve efficiency and effectiveness by replacing manual operations with automated techniques.
- **GOAL:** Agencies will work with other state agencies and local governments to develop strategies for using Internet technologies to provide integrated access to information and services to citizens, businesses, employees, and other governmental entities.

DEFINITION: E-government is the use of technology to enhance information sharing, service delivery, constituency and client participation, and governance by transforming internal and external relationships.

Background

These are the visions and goals of the state's e-government strategic plan, adopted in November 2000. (A copy is available at: <http://www.nitc.state.ne.us/sgc/>.) Governor Johanns endorsed the e-government strategic plan and requested an initial focus on the interaction between government and businesses. The Business Portal Action Plan will guide that effort.

The principles cited in the e-government strategy apply fully to the Business Portal Action Plan:

- E-government should be considered a continuous process of using technology to serve citizens and improve agency operations;
- Internet technologies create new opportunities for major change, including self-service, integration of information and services, and elimination of time, distance and availability of staff as constraints to providing information and services;
- Cooperation is critical to achieving the goals of e-government, in order to integrate information and services and allow the easy exchange of information;
- An enterprise approach is essential to e-government, including the topics of accessibility for disabled persons, architecture, directories, funding, portal, privacy, security, and other issues;
- Agencies have responsibility for performing statutory functions, which means that agency directors must retain ownership of data, responsibility over the use of information technology, and prioritization of projects within the agency to achieve the greatest benefit.

A work group of the State Government Council prepared this action plan. Participating agencies included both members and non-members of the State Government Council. Representatives from the League of Municipalities, Nebraska Association of County Officials, and the legal profession were also invited. Information about the work group, including agendas and minutes

is available on the State Government Council web site: <http://www.nitc.state.ne.us/sgc/>, under work groups.

The Business Portal Action Plan recognizes the central role of agencies in making information and services available to businesses electronically. This plan is intended to assist, not supplant the efforts of individual agencies.

Purpose and Benefits

The purpose of the Business Portal Action Plan is to pave the way for achieving the vision of e-government as it applies to the interaction of business with state and local agencies. That vision calls for making access to information, services, and regulatory needs as easy and efficient as possible. Businesses should be able to fulfill their legal responsibilities and obtain information and services electronically. The concepts of one-stop point of access, self-service, continual availability from anywhere, and integration across agency boundaries and political jurisdictions all apply.

Increasing the efficiency of government's interaction with the private sector will generate economic benefits. Anything that allows Nebraska-based businesses to operate more efficiently increases their profitability and competitiveness. This in turn makes Nebraska a more attractive place in which to locate. Conducting transactions electronically also improves the efficiency of government operations.

There is growing evidence that businesses are positioned to make effective use of e-government. A national survey in July 2000 (www.egovernmentreport.com) found that 62% of citizens and 83% of business users have used the Internet to access government services or information. Businesses are looking for speed, convenience, and better information, while being able to do this from home or work. In the survey, businesses identified the following types of activities as their top priorities for Internet access:

- Search federal or local court records (47%)
- Obtain or renew a professional license (43%)
- Access one-stop shopping for a new business (39%)
- Access criminal history background checks (38%)
- Apply for a business permit (36%)
- Obtain workers compensation information (33%)
- Check employee driving records (31%)
- Track license renewals of employees (29%)

Several state agencies that have made forms available on the Internet report positive results.

- During calendar year 2000, the Department of Agriculture began accepting annual renewals of food licenses and pesticide permits on the Internet. A short time frame for implementation and lack of advertising greatly limited market penetration at the time of initial introduction, but the Internet renewal process was well received by those who used it. Based on the response, the Department expects much broader use for next year's renewals.
- In January 2001, the Department of Labor instituted a pilot project for electronic filing of quarterly unemployment insurance taxes. The new service is called UICONNECT. Although the service was not advertised, 27 new businesses discovered the feature on

- DOL's web site and used the process to complete an application for a UI account. DOL invited 250 existing firms to use the process as a pilot test. By February 16, 50% of the existing firms had filed their quarterly reports via UICONNECT. The response has been enthusiastic. One person reported that having the form online saved 30 minutes of time compared to the old way of filling out the form.
- The Department of Banking and Finance has made 80% of its forms available online. Since making these forms available on the Internet, the Department receives very few requests to mail forms. The Department also provides interactive searches of licensed agents. This feature is used frequently.
 - Workers Compensation commission posts its decisions and orders on its web site.
 - The Department of Revenue has several types of forms that can be filed electronically. For the past four years, citizens have been able to file their individual income tax electronically through either a tax preparer or one of the Internet filing programs. These programs have seen continued growth over the past four years and the Department expects to see more growth in the future. The Department also has a web site for filing the Sales Tax Form 10. The application automatically calculates tax liability for the reporting period, after basic sales information is entered. This filing option began October 2000 and shows steady growth.

Business Participation

The Business Portal Action Plan anticipates three strategies for defining the needs and priorities of Nebraska businesses. One strategy will be to develop a "top 10" list of issues from existing sources. This will include suggestions that state agencies have already received from businesses, the results of national surveys such as www.egovernmentreport.com, and surveys from other states such as the Texas Business Executive Survey (<http://www.dir.state.tx.us/egov/report/index.html>).

The second strategy is a questionnaire that will be available in a prominent place on the state's web site and distributed through other channels. The Business Portal Work Group considered a draft copy of the questionnaire at its February 7 meeting. The questionnaire will provide an opportunity to list and prioritize government-related activities that businesses would like to conduct electronically. It should reflect both state and local government information and services. There needs to be a strong effort to alert businesses to the opportunity for input and point people to a web site where the survey would reside.

A third strategy will be the use of focus groups involving the private sector. A process for identifying and forming the focus groups will be developed later. Focus groups must have a defined purpose and something to react to, before they are formed.

Summary of Action Items

Sections 2 and 3 provide a list of short and long-term action items that will implement the vision and goals for e-government services for businesses. The action items provide a wide range of steps, from the general to the specific. They include collective activities, as well as agency-specific initiatives. Both the short and long-term action items are organized chronologically. Many efforts are underway already.

The short-term action items cover the period through the third quarter of calendar year 2001. Two initial steps are essential to the overall success of the Business Portal Action Plan. One is developing and maintaining an accurate inventory of government forms that affect businesses. This is the first step in providing full electronic access to information and services. The inventory will assist with planning and prioritization of activities. It will provide a searchable database that will improve access to information and services. The other initial step is being sure that the e-government efforts of state and local governments reflect the needs and priorities of businesses. The short-term action items anticipate conducting a survey, organizing focus groups and pursuing other means of gathering input from businesses.

Many of the remaining short-term steps center on the following objectives:

- Enhance the state's business portal to make finding information and services easier and quicker;
- Put most forms on the Internet, with exceptions for low volume forms, forms that are undergoing change, or other special situations;
- Involve local government in the planning process;
- Define a technical architecture for e-government, and
- Incorporate the plans of individual agencies.

The long-term action items cover the period from the fourth quarter of calendar year 2001 through the end of second quarter of calendar year 2003. The latter date is also the end of Fiscal Year 2003. Section 4 identifies the major steps that must take place as well as specific agency plans for e-government services. Objectives include:

- Make further enhancements to the state's business portal;
- Automate all high volume forms and most other forms and enhance downloadable forms where feasible;
- Integrate access to services across agencies and political subdivisions
- Review workflow (business processes) and need for certain forms;
- Provide adequate security and privacy, and
- Incorporate the plans of individual agencies.

Section 2 Short Term Action Items

First Quarter 2001

Title	Conduct an Inventory of Forms for Businesses
Description	A complete inventory of forms and applications affecting businesses is the first step to providing full electronic access to information and services. Requirements include: <ol style="list-style-type: none"> 1. Provide information on what forms are already available online, which will enhance the existing portal 2. Provide the total picture of what forms exist, to assist in planning future enhancements to the business portal 3. Provide a searchable database to improve access to forms 4. Determine the feasibility and need for a numbering system or other method to improve the search function.
Sponsor	Chief Information Officer
Timeframe	1 st Quarter 2001

Title	Recommend Features and Format for Electronic Forms
Description	Software such as Adobe Acrobat offers many different options when creating an electronic form. From the customers' perspective a common approach would increase ease of use, unless there are overriding considerations.
Sponsor	Chief Information Officer, Nebrask@ Online, and Business Portal Workgroup
Timeframe	1 st Quarter 2001

Second Quarter 2001

Title	Develop a Branding Strategy for the Business Portal
Description	A brand represents an implicit promise to the customer regarding quality, trust, and value. A branding strategy is a set of guidelines and visual symbols that strengthen and protect the relationship with the customer. Requirements include: <ol style="list-style-type: none"> 1. Incorporate the state brand (Nebrask@ Online) 2. Accommodate additional specialized portals in the future 3. Allow for marketing and testing
Sponsor	Nebrask@ Online
Timeframe	2 nd Quarter 2001

Title	Organize Business Focus Groups
Description	The business portal will only succeed, if it meets the needs of users. Focus groups and other methods of defining those needs are essential to developing a branding strategy, organization of the portal and content. Methods include: <ol style="list-style-type: none"> 1. Gather ideas that agencies have received from businesses 2. Develop and promote a survey form on the state's web site 3. Organize focus groups to give advice on specific topics 4. Develop means for on-going reaction and advice
Sponsor	Nebrask@ Online
Timeframe	2 nd and 3 rd Quarter 2001

Title	Involve Local Government in Planning the Business Portal
Description	The goal for the business portal is seamless access to government information and services. This requires coordination and cooperation in an environment that respects the statutory responsibilities and separate identities of independent jurisdictions. Requirements include: <ol style="list-style-type: none"> 1. Participation of local government representatives 2. Communicating the purpose and goals of an integrated business portal with local government through their associations
Sponsor	Chief Information Officer, in cooperation with the League of Municipalities and NACO
Timeframe	2 nd Quarter 2001

Third Quarter 2001

Title	Enhance the State's Business Portal
Description	A portal is the collection of web sites that provide easy access to actual content. Achieving the goal of comprehensive one-stop access to information and services for businesses will require major changes to the organization of the initial layers of the state's portal for businesses. Requirements include: <ol style="list-style-type: none"> 1. Reflect business needs and convenience 2. Choose a long-range architecture that is flexible, and dynamic 3. Enhance existing efforts to serve businesses, such as DED's Business Toolkit 4. Provide links from agency web sites to the business portal and other services such as DED's Business Toolkit 5. Register a URL, which is easy to remember and promote.
Sponsor	Nebrask@ Online, Business Portal Work Group
Timeframe	3 rd Quarter 2001

Title	Define the Technical Architecture for E-Government
Description	The technical architecture refers to the infrastructure and foundation that support e-government. In addition to other technical issues, such as security and authentication, the technical architecture for the business portal should describe the relationship between the portal and agency data and applications. The Technical Panel of the NITC has created a work group on e-government architecture. Additional requirements include: <ol style="list-style-type: none"> 1. Document how the business portal fits into the overall architecture 2. Data sharing opportunities to avoid redundant data entry 3. Providing a means to coordinate changes to URLs so that links on other pages to those sites can be updated
Sponsor	Chief Information Officer / Technical Panel of the NITC
Timeframe	3 rd Quarter 2001

Title	Provide Convenient Access to Most Common Forms
Description	A starting point is to identify those forms and applications, which are common to most businesses. The portal should provide quick and easy access to these forms. Requirements include: <ol style="list-style-type: none"> 1. Identifying those forms, which have the broadest impact 2. Working with agencies to develop and maintain electronic access 3. Develop a central web site with links to specific forms 4. Promote enhancements to DED's Toolkit for Business
Sponsor	Nebrask@ Online / State Agencies
Timeframe	3 rd Quarter 2001
Title	Automate Selected High Volume Forms
Description	Identify high volume forms and applications that are now manual, which could be automated in the next 6 months. Some projects are already underway. A few others may be feasible. Requirements include: <ol style="list-style-type: none"> 1. Identify high volume forms from the survey 2. Affirm priority with business focus groups 3. Determine feasibility of rapid implementation 4. Promote enhancements to DED's Toolkit for Business
Sponsor	State Agencies
Timeframe	3 rd Quarter 2001
Title	Provide Electronic Access to all Forms (with exceptions noted)
Description	As a first step toward electronic access, the business portal should provide a link to all forms that businesses use. The forms should be in a format that allows printing and mailing back, unless an interactive application or electronic data interchange (EDI) eliminates the need for the form. Exceptions may apply for very low-volume forms, forms that are undergoing change, or other special situations. Agencies with very large numbers of forms may require additional time to achieve this goal. Requirements include: <ol style="list-style-type: none"> 1. Where feasible, the form should be in a format that allows data entry on the user's PC.
Sponsor	All Agencies
Timeframe	3 rd Quarter 2001
Title	Agency Contact Information
Description	Despite the advantages of electronic access, there is often a need to make a personal contact for more information and answers to questions. The business portal and individual web pages should make it easy to contact the correct person and the means to contact that person by phone or e-mail. Agencies should develop policies and procedures for responding to all inquiries promptly, including those by e-mail.
Sponsor	All Agencies
Timeframe	3 rd Quarter 2001

Title	Document the Types of Information Presented with Forms
Description	Frequently, providing a form is not enough. Businesses may need further explanatory information or more detailed information to determine whether or not the form applies to them. In addition to the form requirements include: <ol style="list-style-type: none"> 1. Text with explanation or instructions 2. Copy of relevant statutes or the URL to link to the statutes 3. Copy of relevant regulations or the URL to link to the regulations 4. Contact information 5. Common method of presentation that facilitates access from a central business portal
Sponsor	Chief Information Officer / State Government Council
Timeframe	3 rd Quarter 2001

Agency Specific Action Items

Nine agencies identified 19 specific action items to accomplish by the end of third quarter 2001. These are listed in the Appendix. This list is intended to be an example of the type of work that will be accomplished. It is not a comprehensive survey of e-government activities that are in progress or planned.

Section 3 Long Term Action Items

Fourth Quarter 2001

Title	Enhance Downloadable Forms
Description	Where feasible all forms should be in a format that allows data entry on the user's PC. The user can then print the completed form for mailing to the agency and keep an electronic copy for easier storage. Requirements include: <ol style="list-style-type: none"> 1. Pre-loading forms with existing information from agency databases, to avoid redundant data entry. 2. Replace forms with electronic data interchange (EDI), whenever feasible.
Sponsor	All Agencies
Timeframe	4 th Quarter 2001

Calendar Year 2002

Title	Improve Search Capability to Access Forms and Applications
Description	As more information and services become accessible electronically, finding it becomes a challenge to the user. One tool is an index of forms or keywords that is searchable. Another option to evaluate is a numbering system or other method to improve the search function.
Sponsor	Nebrask@ Online
Timeframe	1 st Quarter 2002

Title	Investigate Integrated Access Via the Internet to GIS Data and Attributes from Multiple Sources, Including Interactive Mapping Technologies
Description	State and local government are investing heavily in GIS capabilities and databases. Provide maximum value from these investments should include easy access to data from multiple sources via the Internet.
Sponsor	GIS Steering Committee
Timeframe	2 nd Quarter 2002

Title	Develop a Strategy to Provide Expanded Customer Support
Description	Conducting transactions electronically can eliminate the constraints of typical office hours. To take full advantage of this requires enhanced customer support. This may include phone support, e-mail access, chat rooms, discussion groups, or 24-hour online and traditional support capabilities.
Sponsor	State Government Council
Timeframe	3 rd Quarter 2002

Title	Provide Sufficient Telecommunications Capacity for All Agencies
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Description	Connections to the Internet are essential for providing e-government services. Without such connections, agencies cannot effectively maintain their systems, communicate with other external entities, or share data. In the near future, all state agencies must be connected to the state's network in order to participate in the new Nebraska Information System, which will fully automate all administrative functions of state government. The state's network provides broadband access to the Internet. Although the state's Division of Communications provides all telecommunications services for state agencies, the decision to connect to the state's data communications network and the Internet is left to the individual agency.
Sponsor	All Agencies
Timeframe	4 th Quarter 2002

Calendar Year 2003

Title	Automate All High Volume Forms and Most Other Forms
Description	Identify manual forms , which could be automated in the next 24 months, unless excluded because of feasibility or other unique reasons. A detailed plan and strategy should be in place by 4th quarter 2001. Requirements include: <ol style="list-style-type: none"> 1. Identify high volume forms from the survey 2. Affirm priority with business focus groups 3. Determine feasibility of implementation 4. Promote enhancements to DED's Toolkit for Business
Sponsor	All Agencies
Timeframe	2 nd Quarter 2003

Action Items that are on-going or do not have dates assigned

Title	Integrate Access to Services Across Political Jurisdictions
Description	Achieving the full potential and benefits of e-government eventually requires a seamless flow of information between and among programs of independent jurisdictions and levels of government. Options included shared templates for applications and a searchable directory of services, forms and regulatory requirements.
Sponsor	State Government Council
Timeframe	On-Going
Title	Provide Adequate Security and Privacy
Description	Surveys show that security and privacy are major concerns that could impede progress in the use of e-government services. The Nebraska Information Technology Commission has adopted a comprehensive set of security policies. A work group of the NITC Technical Panel is developing strategies and templates to assist agencies with effective implementation of security procedures. Responsibility for ultimately lies with the owners of data. Security measures must be proportionate to the value of the assets that are being protected.
Sponsor	All Agencies
Timeframe	On-going

Title	Avoid Redundant Data Entry
Description	Many agencies collect the same information from businesses. There should be a strategy for sharing common data elements and avoid redundant data entry, both within an agency and across applications of different agencies. The goal is to allow the automatic population of common data fields.
Sponsor	State Government Council
Timeframe	On-going
Title	Review the Workflow and Need for Certain Forms
Description	Automation offers an opportunity to re-examine the necessity for information on forms. Self-service and easier data sharing through automation also creates the potential for more efficient work processes. Implementing changes in some cases will require legislation.
Sponsor	All Agencies
Timeframe	On-going
Title	Local Government Procurement Portal
Description	Provide information on local government contracts and allow businesses to submit bids electronically.
Sponsors	Nebraska Business Development Center, Nebrask@ Online, DAS Purchasing, CIO, NACO, League of Municipalities
Timeframe	Undetermined

Agency Specific Action Items

Nine agencies identified 24 action items to accomplish by the end of second quarter 2003. These are listed in the Appendix. This list is intended to be an example of the type of work that will be accomplished. It is not a comprehensive survey of e-government activities that are in progress or planned.

Section 4 Funding

Sources of funding to implement this plan include the following:

- 1) Agency operating budgets. Some enhancements are minor, with little or no costs. Other enhancements are already underway or planned by the agency. Funding for changes that fall into these categories is not a barrier.
- 2) Nebrask@ Online. The mission of Nebrask@Online (NOL) is to provide a one-stop electronic system for public access to government information and services. State statute requires NOL to explore ways and means of improving citizen and business access to public records and services, and NOL specializes in assisting agencies in providing information and services to citizens and businesses over the Internet. Financial support for NOL's operation comes primarily from a portion of transaction-based fees set in statute for certain government services. In a few instances, NOL receives fixed-price payment from grant funds and other sources. The majority of NOL services are provided at no direct cost to the agency or the public. Exceptions typically involve either project scope or when a proposed project affects both the internal functions of an agency and requires public access to information and services.
- 3) NITC Government Technology Collaboration Fund, subject to approval by the Nebraska Information Technology Commission (NITC). Statute requires that "The fund shall be used to provide incentives for collaborative technology projects and programs by state agencies, boards, and commissions and to assist in meeting the technology needs of small agencies as determined by the commission." The Government Council has recommended that the Government Technology Collaboration Fund be used for projects that serve the Council's priority for e-government. Estimated funds available include:
 - a. FY2001 (unobligated balance): \$125,000
 - b. FY2002 (Governor's Recommendation): \$250,000
 - c. FY2003 (Governor's Recommendation): \$250,000
- 4) State Records Board Grants, subject to approval by the State Records Board. The Nebraska State Records Board sponsors a grant program for one time funding of small projects (not to exceed \$25,000) aimed at improving electronic access to state government information and services. The Records Board will award up to \$200,000 per calendar year in grants.

Funding for infrastructure and enterprise-wide applications presents special challenges. It is difficult for agencies to invest in shared infrastructure projects that go beyond their statutory responsibilities or programmatic needs. This is particularly true for projects that transcend political jurisdictions. The business portal action plan recognizes the enterprise nature of certain projects, which may require alternative sources of funding. Nebrask@ Online, NITC Government Technology Collaboration Fund, State Records Board Grants and the Information Technology Infrastructure Fund provide resources to accomplish enterprise projects.

Appendix

A. Agency Specific Action Items

Short Term

Sponsor	Description	Timeline		Comments
Insurance	Electronic appointment of agents	Q1	2001	In place (through national Producer Information Network)
DAS - Purchasing	Request all agencies to post all RFPs and bid opportunities to a central web site (excluding direct purchase and informal bid opportunities)	Q1	2001	DAS can request, but not require agencies to post RFPs for service contracts.
Motor Vehicles	Electronic filing of renewal IRP Credentials	Q1	2001	See State of Nebraska CVISN Plan
Roads	Construction Projects Letting System	Q1	2001	This feature is operational
Labor	Implement Work Opportunity Tax Credit Application	Q2	2001	This will allow the entire application process to occur online.
Motor Vehicles	Electronic Issuance of temporary IRP Credentials	Q2	2001	See State of Nebraska CVISN Plan (Commercial Vehicle Information Systems and Networks)
Natural Resources	Online Well Registrations	Q2	2001	Nebrask@ Online
Revenue	Income Tax Withholdings	Q2	2001	Nebrask@ Online
Revenue	Motor Fuels Forms	Q2	2001	Nebrask@ Online
Roads	Dynamic Message Signs	Q2	2001	To install permanent and mobile message that are networked to receive messages from one or more sites.
Roads	Travel Information / 511 Service	Q2	2001	This will provide weather and road condition information that is location specific. It will eventually incorporate Patrol's Road Condition Report.
Roads	RFP Postings	Q2	2001	This will be an enhanced version of what is now available from the web site.
Workers Comp Court	Employer Insurance Verification	Q2	2001	See Agency Comprehensive Information
CJIS Advisory Committee	Develop plan for providing public access to selected CJIS databases	Q3	2001	Timing and completion are subject to available funds and competing projects.
Insurance	Electronic registration for non-resident insurance agents	Q3	2001	Through national system
Labor	Investigate feasibility of "One Stop Business Process"	Q3	2001	This is a project that will look at the design of a one-stop business process, which focuses on the needs of the employer community.
Motor Vehicles	Electronic filing of supplemental IRP Credentials	Q3	2001	See State of Nebraska CVISN Plan
Roads	Exchange of "Design" Data and Files	Q3	2001	This will facilitate the exchange of information with design consultants and construction contractors.
Roads	City and County Maps	Q3	2001	This would place the county and city maps maintained by the DOR on the Internet.

Long Term

Sponsor	Description	Timeline		Comments
Supreme Court	Statewide access to court data			Timeline has not been determined
Supreme Court	Automatic notification of court events			Timeline has not been determined
Supreme Court	Electronic filings by attorneys			Timeline has not been determined
Roads	Weigh-in-motion (automated truck scales)	On-going		DOR will incorporate WIM technology when building new or remodeling old weigh scales.
Roads	On-line Construction Manuals	On-going		This will include manuals that will be used by contractors and consultants.
DAS - Purchasing	Investigate electronic receipt of bids	Q4	2001	Requirements include electronic signature and an electronic "lockbox" until bid opening.
PRO	Energy Loan Program	Q4	2001	Providing the loan application form online is part of a redesign of the entire loan application process.
Secretary of State	Provide Internet access to all state agency rules and regulations	Q4	2001	About 2/3 of current regulations are online. Remaining regulations involve formatting issues.
Secretary of State	Develop plan for creating a searchable database of rules and regulations	Q4	2001	The plan must resolve several issues. It will require cooperation of all agencies.
DAS - Purchasing	Electronic notifications of bid opportunities	Q1	2002	Vendors without access to the Internet would still depend on US Mail.
Motor Vehicles	Electronic filing of IFTA renewals	Q1	2002	See State of Nebraska CVISN Plan
DAS - Purchasing	Expand electronic ordering	Q2	2002	DAS encourages vendors to cooperate.
DAS - Purchasing	Expand electronic billing	Q2	2002	DAS encourages vendors to cooperate.
DAS - Purchasing	Expand electronic payment	Q2	2002	State Treasurer requires electronic payment of all warrants more than \$75,000
DAS - Purchasing	Expand electronic transfer of print jobs	Q2	2002	
DAS - Purchasing	Investigate online auctions for surplus	Q2	2002	Feasible for items requiring sealed bids
PRO	Develop tracking system for agency rules and regulations	Q2	2002	Agencies, Attorney General's Office, Policy Research Office, Secretary of State
Workers Comp Court	EDI Filing of Subsequent Reports of Injury (voluntary basis)	Q2	2002	See Agency Comprehensive Information
Insurance	Electronic registration for resident insurance agents	Q3	2002	Through national system
Motor Vehicles	Electronic filing of IFTA returns	Q3	2002	See State of Nebraska CVISN Plan
Roads	Oversize / Overweight Permits	Q3	2002	Will automate the application, route checking, and issuance of the travel/trucking permits issued by the department. Will be an Internet application.
CJIS Advisory Committee	Criminal History Background Check System	Q4	2002	Timing and completion are subject to available funds and competing projects. As owner of the data, the State Patrol must approve this project.
Workers Comp Court	EFT/ACH Processing	Q2	2003	See Agency Comprehensive Information
Workers Comp Court	Internet Access to Court Data	Q2	2003	See Agency Comprehensive Information

B. Participants (one or more meetings)

Allan	Albers	Health and Human Services
Mike	Anania	Nebrask@ Online
Rod	Armstrong	Nebrask@ Online
Rick	Becker	Office of the CIO
Dan	Brown	Nebrask@ Online
Dennis	Burling	Environmental Quality
John	Cariotto	State Court Administrator's Office
Randy	Cecrle	Workers' Compensation Court
Lash	Chaffin	League of Nebraska Municipalities
Cheryl	Elton	Public Service Commission
Dick	Gettemy	Revenue
Laura	Haist	Banking and Finance
Glenn	Harris	US Small Business Administration
Kelly	Lammers	Banking and Finance
Jeanette	Lee	Banking and Finance
Greg	Lemon	Secretary of State's Office
Dave	Maurstad	Lt. Governor
Jim	McGee	Health and Human Services
Cliff	Mosteller	Nebraska Business Development Center (UN)
Beverly	Neth	Motor Vehicles
James	O'Connor	Nebraska Bar Association
Jon	Ogden	Roads
Jim	Ohmberger	HHS
Cliff	Privatt	Correctional Services
Steve	Schafer	Chief Information Officer
Bob	Shanahan	Labor
Robert	Storant	Agriculture
Mardene	Sukovaty	Military Department
Gary	Timm	Insurance
Steve	Williams	Economic Development
Dayle	Williamson	Natural Resources

C. Existing Forms and Applications on the Internet

(This listing is outdated and will be replaced by a summary of current information from the forms inventory that is being conducted.)

Below is a partial list of forms that were available on the Internet in early 2000, through the state's homepage (<http://www.state.ne.us/>). Forms in Italics are interactive.

Accountability and Disclosure Commission forms: <http://nadc.nol.org/Forms.html>
 Board of Public Accountancy: <http://www.nol.org/home/BPA/>
State Personnel job application: <http://www.wrk4neb.org/jobapp/>
 Consumer Complaint Form: <http://www.nol.org/home/ago/complaint.cgi>
 Financial Securities Complaint Form: <http://www.ndbf.org/CPT1.HTM>
 Financial Institutions Forms: <http://www.ndbf.org/BNKFRM.HTM>
 Other Banking Dept. Forms: <http://www.ndbf.org/TOC.HTM>
 Brand Committee Inspection Forms: <http://www.nol.org/home/NBC/inspection.htm>
 Brand Recording Forms: <http://www.nol.org/home/NBC/recording.htm>
 Crime Victims Reparations Claim Form: _____
<http://www.nol.org/home/crimecom/PDF%20Files/cvrclaim.pdf>
 Teaching Certificate Applications: <http://www.nde.state.ne.us/TCERT/TCERT.html>
 Teaching Certification Complaint Forms: <http://www.nde.state.ne.us/CC/instructions.html>
ETV Membership Forms: <http://net.unl.edu/memberFeat/josephine.html>
 Air Emissions Report Forms: <http://www.deq.state.ne.us/AirO.nsf/pages/AirEm98>
 Waste Management Forms: <http://www.deq.state.ne.us/iwm.nsf/Guidance+Documents+IWM>
 DEQ Livestock Facility Inspection Form: <http://www.deq.state.ne.us/Permitsa.nsf/InspectForm?OpenForm>
Nebraska Fishing and Hunting Permits: <http://hawk.ngpc.state.ne.us/license/permits.html>
Nebraskaland Magazine Subscription: <http://164.119.102.21/nebland/index.html>
Admiralship and Proclamation Request Forms: <http://gov.nol.org/Johanns/contact.htm>
Birth Certificate Request: <http://www.hhs.state.ne.us/ced/bicert.htm>
Death Certificate Request: <http://www.hhs.state.ne.us/ced/decert.htm>
 Divorce and Marriage Certificates: <http://www.hhs.state.ne.us/ced/cedindex.htm>
 Insurance Agent Applications: <http://www.nol.org/home/NDOI/license/licindex.htm>
Insurance Complaint Forms: http://www.nol.org/home/NDOI/forms/f_4000.htm
Nebraska's Job Bank: <http://ne.jobsearch.org/>
 Interstate Unemployment Claim Form: <http://www.dol.state.ne.us/ui/forms.htm>
 Unemployment Insurance Tax Forms: <http://www.dol.state.ne.us/ui/taxforms.htm>
 OSHA Consultation Forms: <http://www.dol.state.ne.us/safety/7c1.htm>
 Liquor Commission Forms: <http://www.nol.org/home/NLCC/nlccwebform.html>
 DMV Driver Record Request Form: <http://www.nol.org/home/DMV/rec1.pdf>
 DMV Motor Carrier Safety Permits: <http://www.nol.org/home/DMV/mcsweb.htm>
 Husker Spirit Plate Application: <http://www.nol.org/home/DMV/plate1.pdf>
 Message Plate Application: <http://www.nol.org/home/DMV/pplate99.pdf>
 Title and Duplicate Title Application Form: http://www.nol.org/home/DMV/crt_ttl.pdf
 Request to Withhold Name and Address: <http://www.nol.org/home/DMV/form2.htm>
 Floodplain Permit Applications: <http://www.nrc.state.ne.us/floodplain/flood/FormsOn.html>
 Real Estate Appraiser Applications: <http://linux1.nrc.state.ne.us/appraiser/>
 Nebraska Tax Forms: <http://www.nol.org/home/NDR/tax/forms.htm>
 Sales Tax Permit Forms: <http://www.nol.org/home/NDR/>
Online Filing of Fuel Tax Returns: <https://www.nol.org/FuelTax/FTForm.html>
 Motor Fuels Forms: <http://www.nol.org/home/NDR/fuels/mfforms.htm>
 Interstate DOT Form: <http://www.nebraska-state-patrol.org/default.htm>
 Land Surveyor Application Form: <http://www.sso.state.ne.us/bels/>
 Voter Registration Form: <http://www.nol.org/home/SOS/forms/pdf/vr.pdf>
 Corporate and Business Registration Forms: <http://www.nol.org/home/SOS/corps/corpform.htm>
 Effective Financing Statement Forms: <http://www.nol.org/home/SOS/UCC/efsmenu.htm>

Other UCC Forms: <http://www.nol.org/home/SOS/htm/services.htm>
UCC/EFS filings: <http://www.nol.org/prm.htm>
Debt Management License: <http://www.nol.org/home/SOS/forms/pdf/Frm-initdebt-all.pdf>
Collection Agency License Forms: <http://www.nol.org/home/SOS/Collections/collecti.htm>
Notary Application Form: <http://www.nol.org/home/SOS/Notary/notaryapp.pdf>
Unclaimed Property Request Form: <http://www.treasurer.org/printcf.htm>
Electronic Payment Enrollment Form: <http://www.treasurer.org/achform.pdf>
Ground Water Well Registration Forms: <http://www.nol.org/home/DWR/well.htm>
Worker Compensation Forms: <http://www.nol.org/home/WC/>