# IT Dashboard Implementation

### Frequently Asked Questions

January 9th, 2019

##### AITPS: Will I be able to submit my AITPD after I confirm my AITPS? Or are we required to wait until 1/14?

Agencies will be able to submit their AITPD reports following the completion of their AITPS submission. Agencies do not need to wait until 1/14 to commence with their AITPD submissions, assuming their AITPS is complete.

##### Deployment Report: Am I required to submit a Deployment Report?

Agencies are required to submit Deployment Reports for all top-level activities that both have a completion date after 8/31/2019 and have an actual start date. Top-level activities are defined as activities that are not reported as child activities via the Structure ID field (parentActivityId = null). As for the completion date, the IT Dashboard will look at all three completion date fields (planned, projected, and actual). Should one of the completion dates exceed 8/31/2019, then that satisfies the IT Dashboard criteria for having a completion date after 8/31/2019.

##### Deployment Report: Am I required to submit three Deployment Dates?

Agencies are required to submit three deployment dates where possible. However, if an activity does not have a complete set of three deployment dates (either for Production or Test) then Agencies may report less than three deployment dates. In this case, Agencies must omit the relevant date nodes. The IT Dashboard will not accept date nodes with blank values (<date/> will trigger an error). Agencies are also not allowed to send more than three Deployment dates (either for Production or Test).

##### Projects: Am I required to link a Project to a Performance Metric?

All projects with a completion date following 8/31/2019 must complete the Project Metric reporting section.

##### Risks Report: How many risks am I required to submit?

On an add operation, Agencies are required to submit data for all 13 Risk Types (listed within the IT Budget Guidance). If an Agency is not tracking data for a given Risk Type, then Agencies should leverage the activeRisk field to indicate as much. On subsequent update operation submissions, Agencies are only required to report data changes and do not need to send across data for all 13 Risk Types.

##### Contracts Report: Am I required to submit a Contracts Report?

From a policy perspective, Agencies are required to submit Contracts Reports for all Type 01, 02, and 05 investments. However, OMB acknowledges that not all investments have Contracts data to report. Therefore, there are no technical requirements that an Agency must submit a Contracts Report. Agencies can either omit submitting the Contracts Report altogether or they can leverage the reportsContracts field within the Contracts Report to indicate the investment will not be reporting Contracts data.

##### Systems Inventory List: Am I required to submit a Systems Inventory List?

From a policy perspective, Agencies are required to submit Systems Inventory Lists for all Type 01, 02, and 05 investments that fund systems. However, there is no field on the IT Dashboard that indicates which investments fund systems. Therefore, the IT Dashboard has no technical requirements mandating Systems Inventory Lists.

##### CIO Evaluation Report: Am I required to submit a CIO Evaluation Report?

From a policy perspective, Agencies are required to submit CIO Evaluation Reports for Type 01 and 05 investments. However, given that extenuating circumstances can lead to a Type 01 or 05 investment not reporting a CIO Evaluation Report, the IT Dashboard does not mandate CIO Evaluation Report submissions.

##### AITPS: How should I eliminate an investment?

In order to eliminate an Investment, you will need to submit the “Change in Investment Status Identifier” field with a value between 6-9 [Eliminated by funding (6), split (7), consolidation (8), reorganization (9)] and provide a description of the rationale using the “Agency Description of Change in Investment Status” field. When eliminating Investments by funding, the current year and budget year (CY & BY) funding amounts must be zero. For further guidance, please refer to the IT Budget Guidance.

##### Business Case: Are Project Name, Activity Name, and Activity Description Baselined?

Project Name, Activity Name, and Activity Description are Baselined for the FY 2021 President’s Budget submission. Note, that this is different from the FY 2021 Pre-Decisional Submission, where the baseline requirements were relaxed to accommodate changes in field length. The baseline requirements for these fields have now been reverted to the status quo.

##### Projects: Can I add a Performance Metric and link it to a Project within the same submission file?

No, when two objects are linked across the application, an object must first be created within the database prior to being referenced elsewhere. In this case, Agencies must submit an add operation for a performance metric, prior to referencing that performance metric within a Project Metric submission. This order of operations must stand even if an Agency is leveraging Agency defined unique identifiers.