



PROJECT

PROJECT TITLE

Requested by EXT.	Date Requested	Date Received
Requesting Dept	Date Desired	Date Required
Type of Request:		
<input type="checkbox"/> Software	<input type="checkbox"/> Maintenance	<input type="checkbox"/> Enhancement
<input type="checkbox"/> Hardware	<input type="checkbox"/> User Ed/Trng	<input type="checkbox"/> Admin. Proced.
		<input type="checkbox"/> New Service
		<input type="checkbox"/> Offsite Transmittal

Brief Description of Request

Brief Description of Benefits

PROJECT AUTHORIZATION

Analyst: _____

Project Manager: _____

Data Manager: _____

User Authorization: _____

PROJECT COMPLETION

User Authorization: _____

Project Manager:

- a) List old programs to be modified.

- b) List new programs to be added.

- c) List old files to be modified.

- d) List old records to be modified.

Data Manager:

- a) List new files to be added.

- b) List new records to be added.

- c) List new data fields created (defined).

Development Cost Estimate			Recurring Cost Estimate	
	Hours	Cost	Cost to User	
Proj. Mgmt.			- Current	
			- New	
Data Mgmt.			Savings/(Cost)	
Syst. Anal.			Cost to AIS - Current	
Prog. Anal.			- New	
User Time			Cost of H/W - Current	
Comp Time			- New	
Other			Savings/(Cost)	
TOTAL EST.			TOTAL ESTIMATE	
Amortization (Devel. Cost/Total Recurring Savings) _____				

<input type="checkbox"/> Accepted Priority _____	Estimated Start Date _____
<input type="checkbox"/> Rejected Reason:	<input type="checkbox"/> Audit Review Required