

**Overall Status:**



The Judiciary knows that they need a new Case Management System, they have a general idea of what is in use by other states and what is available (Commercial Off the Shelf, or COTS systems), they have a general idea of how much such a system should cost, and they have a good initial plan on how to go about procuring and implementing such a system.

**1. Project Justification:** (Why are we doing this? Is the project necessary and beneficial?)



The legacy system from 1990 (VTADS) is overdue for replacement with a modern, more capable system.

**2. Clarity of Purpose:** (Is there a clear definition of success? Is the scope statement complete?)



While general goals have been described, specific, measurable, achievable, and realistic goals must be developed, agreed to, and documented as the project matures.

**3. Organizational Support:** (Is the organization ready to undertake this project? Has the potential need for business process change been acknowledged, and is there a Change Management Plan?)



Judiciary support and governance for the project has been documented, and must be included in the Project Charter. In addition, a Change Management plan must be developed to ensure business practice adaptation as the NG-CMS is implemented.

**4. Project Leadership:** (Has a qualified person been designated to lead the project, and has that person been empowered to do so?)



Project leadership has been officially assigned to one individual, and this must also be documented in the Project Charter. This leader must be continually empowered by the key stakeholders to drive the project to a successful conclusion.

**5. Project Management:** (Is the project management staff appropriate, and will project management conform to State of Vermont standards?)



A qualified Project Manager (BerryDunn) has been selected. This PM will work in partnership with the Project Leader, who will ensure that the PM is conforming to State and Industry standards.

**6. Financial Considerations:** (How much will it cost to complete the project, how much will it cost to maintain and operate the system, and how it will all be paid for?)



Initial estimates of development and maintenance costs are adequate for this phase of the project. The Project Leader and PM must ensure that costs and budgets (to include post-deployment maintenance and operations) are updated and tracked through the Planning and Executing phases of the project.

**7. Technical Approach:** (Is the proposed solution achievable, realistic, and appropriate?)



The proposed technical approach (obtain a commercially available system) is sound. Project leadership must ensure that the system selected matches project goals, gaps between system capabilities and current business practices are identified and addressed, and adequate planning is performed for system implementation and operation.