



Rapid Application Development

Agenda - June 2, 2005

9:00 a.m.

- › Introductions & Review Agenda
Nancy Fleetwood, Assistant Commissioner, FMS
Wanda Rogers, Assistant Commissioner, FMS

9:15 a.m.

- › Why Rapid Application Development at FMS?
Dick Gregg, Commissioner, FMS

10:00 a.m.

- › Brief Definition of RAD & Overview of the Four Phases
Kathy Curkendall, Bureau of the Public Debt

10:30 a.m.

- › Break

10:45 a.m.

- › History of RAD at BPD
Kathy Curkendall, Bureau of the Public Debt

Noon

- › Lunch

1:00 p.m.

- › Judgment Fund Kick-Off
Don Snodgrass, Division Director, FMS
 - Agenda
 - Roles & ResponsibilitiesJoan Pesata, Functional Project Manager, FMS
 - Application Context

2:00 p.m.

- › Review Judgment Fund Project Plan
Kathy Curkendall, Bureau of the Public Debt
 - Define Phase
 - Design PhaseChris Shanefelter, Staff Director, FMS
 - Develop Phase
 - Deploy Phase

3:30 p.m.

- › Break

3:45 p.m.

- › Next Steps & Summary
Kathy Curkendall, Bureau of the Public Debt

**KICK-OFF MEETING AGENDA
JUDGMENT FUND 1.0.0
FINANCIAL MANAGEMENT SERVICE**

Background Information

The Judgment Fund Application was developed many years ago and the technology used is outdated and in need of replacement.

Project Specifics

The Judgment Fund Application Project is being managed by the Judgment Fund Branch, Financial Accounting and Services Division, and Assistant Commissioner of Financial Operations.

Project Team Members

The participants below represent the Core Team for the Judgment Fund Project. Names in bold are full-time participants of the Define Team.

Name	Title	Phone & E-mail Address
Don Snodgrass Project Manager	Director Information Resources Applications Development Division Financial Management Service	202.874.7701 Don.Snodgrass@fms.treas.gov
Chris Shanefelter Technical Lead	Staff Director Information Resources Web Development Staff Financial Management Service	202.874.8153 Chris.Shanefelter@fms.treas.gov
Kathy Curkendall Project Facilitator	Team Lead Office of Information Technology Division of Systems Development E-Commerce Staff Bureau of the Public Debt	304.480.7545 (o) 304.588.1152 (c) Katherine.Curkendall@bpd.treas.gov
Joan Pesata Project Manager Functional – Business Lead	Project Manager Judgment Fund Financial Operations Financial Management Service	202.874.8031 Joan.Pesata@fms.treas.gov
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Project Description

Functionality in the first release will be delivered in a 120-day timebox and over several releases. Each release will consist of four distinct phases: define, design, develop, and deploy. In addition to each phase, there will be start-up and wrap-up deliverables.

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The current system will be totally replaced with a new system that will incorporate an application that will be built with newer programming languages and database technology that will allow the system to be easier to maintain and will not be reliant on any one person to support technically.

Release Requirements 1.0.0

The first release of the new Judgment Fund System using RAD will include:

1. on-line submission of claims – data entry interface screens (by JFB and external customers);
2. a notification report (electronic) to external customers that their claim has been received and;
3. an initial MIS report related to the submission and receipt of those claims.

Technical Dependencies

The following applications and other technical issues may have an impact on the implementation of the Judgment Fund. Dependencies will be determined based on two factors: final detailed business requirements and implementation dates of these applications. They are: Single Sign-On, Platform (BPD/Hyattsville), Self Registration, ITIMS, Digital Imaging via Birmingham, (new) GLOWS System.

High-Level Timeline

Begin: 5-23-05 **End:** 11-03-05

Phase	Start	Complete
Start-Up	5-23-05	6-2-05
Define	5-31-05	7-1-05
Design	7-5-05	8-5-05
Develop	8-8-05	10-5-05
Deploy	10-6-05	11-3-05
Go Live	11-3-05	11-3-05
Post-Deploy	10-31-05	11-3-05

Project Plan – See Handout

Progress to Date

A series of meetings have been held with an initial coordination/fact finding meeting at Parkersburg WV on May 5th. Out of this meeting FMS and BPD determined that working together on a system development effort utilizing the RAD process would be beneficial to FMS. BPD committed to providing a Facilitator (Kathy Curkendall) to guide FMS through the first release of the Judgment Fund re-engineering effort.

Since that initial meeting, we have accomplished the following:

1. Ground Rules were established
2. Created High-Level Project Plan
3. Developed Project Plan
4. Established a Project Team; Established Roles and Responsibilities