STATE OF NEW JERSEY
Determining the Project Size

Agency Name

Project Name   **Final Score**

For each criterion, select Small, Medium or Large. If any condition exists in the "Large" box, select Large, if none, review Medium, then Small.

Project Score Low = 07 – 15 Medium = 16 – 42 Large = 43 – 70	Small **1 Point**	Medium **5 Points**	Large **10 Points**	Rank/ Score
1 – Cost/Budget *The estimated cost of the hardware, software and paid consultants needed to implement this solution, including the first 3 years of Maintenance.*	$ 0 - $1,999,999	$2,000,000 - $9,999,999	$10,000,000 +	
2 – Scope *The need to coordinate with other Departments, government entities and the public.*	A Project within your own Department, no impact or coordination needed with other state departments, non-state government entities, or the public, etc.	A project that affects your department and impacts or requires coordination from one other state department, non-state government entity or the public, etc.	A project that affects your department, other state departments, other non-state government entities, or the public, etc.	
3 – Time *The estimated work time needed to implement this project.*	<1 year	1 – 2 years	>2 years	
4 – Criticality *The impact this solution has on the ability to continue business operations.* **NOTE: For each criterion, select Small, Medium or Large. If any condition exists in the "Large" box, select Large, if none, review Medium, then Small.**	Impact on Core Business = **None**	Impact on Core Business = **Yes, but business area can continue to operate** Also Medium if: Mandated by Legislation or any other source or person, but no timeframe for implementation.	Impact on Core Business = **Yes, business unit cannot continue to operate with this** Also Large if: Mandated by Legislation or any other source or person with a defined implementation date.	
5 – Risks	Impact of this effort of day to day operations: **None or Low**	Impact of this effort of day to day operations: **Medium**	Impact of this effort of day to day operations: **High**	

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Risk to this project related to funding availability, public safety, public health, and other factors. ==**NOTE: For each criterion, select Small, Medium or Large. If any condition exists in the "Large" box, select Large, if none, review Medium, then Small.**==	Risk to Funding for this project (loss of money, not enough money): **None or Low**	Risk to Funding for this project (loss of money, not enough money): **Medium**	Risk to Funding for this project (loss of money, not enough money): **High**	
	A risk to Public Safety exists if not implemented: **None or Low**	A risk to Public Safety exists if not implemented: **Medium**	A risk to Public Safety exists if not implemented: **High**	
	A Public Health risk exists if not implemented: **None or Low**	A Public Health risk exists if not implemented: **Medium**	A Public Health risk exists if not implemented: **High**	
	A change in leadership at the Departmental level or Higher will impact this project: **None or Low**	A change in leadership at the Departmental level or Higher will impact this project: **Medium**	A change in leadership at the Departmental level or Higher will impact this project: **High**	
	The project has a time constraint: **No**	The project has a time constraint: **Yes, but no foreseeable risks with the date**	The project has a time constraint: **Yes, and there are outside factors that have a high probability of impacting the project**	

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6 – Complexity *The complexity of this solution based on interfaces, infrastructure and technologies.* ==**NOTE: For each criterion, select Small, Medium or Large. If any condition exists in the "Large" box, select Large, if none, review Medium, then Small.**== **New Infrastructure includes the introduction of hardware, software or network resource that is brand new to the Shared IT Infrastructure. It does not include any one for one replacements of equipment or upgrades to existing software.*	Other system will be impacted by the system for this project: **No**	Other system will be impacted by the system for this project: **Yes, minor impact and owner of system is aware and can meet timeframe**	Other system will be impacted by the system for this project: **Yes. Ability to meet timeframe not confirmed, or questionable**	
	New infrastructure* will be needed for this project: **No**	New infrastructure* will be needed for this project: **No**	New infrastructure* will be needed for this project: **Yes**	
	Procurements required for this project: **No**	Procurements required for this project: **Yes, under existing state contracts**	Procurements required for this project: **Yes, but no contract exists, RFP or other purchasing vehicle will be used**	
	Technologies to be used are new to the Department: **No**	Technologies to be used are new to the Department: **No**	Technologies to be used are new to the Department: **Yes**	
	OIT involvement is needed: **No**	OIT involvement is needed: **No**	OIT involvement is needed: **Yes**	
	Number of Integration Points: **0 - 1**	Number of Integration Points: **2 - 3**	Number of Integration Points: **3+**	

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7 – Resources (Personnel) *The skills and resources needed to complete this project.* ==NOTE: For each criterion, select Small, Medium or Large. If any condition exists in the "Large" box, select Large, if none, review Medium, then Small.==	Resources from other departments will need to do work on this project: **No**	Resources from other departments will need to do work on this project: **Yes, confirmed availability**	Resources from other departments will need to do work on this project: **Yes. Availability not confirmed, or questionable to meet time frame**	
	State resources have necessary skills and dedicated time for this project: **Yes**	State resources have necessary skills and dedicated time for this project: **No, state staff will be augmented for missing skill sets, but state will be implementing system**	State resources have necessary skills and dedicated time for this project: **No, a system implementation vendor will be hired for this project**	
			TOTAL SCORE	

Project Score:
Low = 7 – 15
Medium = 16 – 42
Large = 43 – 70